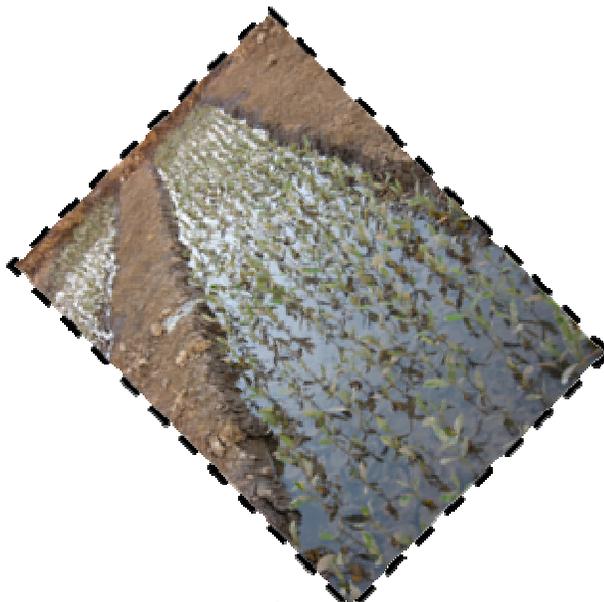


MICRO PLAN PREPARATION IN MANGROVE AREAS



HAND BOOK FOR FACILITATORS



Micro Planning
for
Community participation in Restoration of Mangroves

Handbook for Facilitators



June 2009

Orissa Forestry Sector Development Project
Forest and Environment Department
Government of Orissa

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P R E F A C E

The Orissa Forestry Sector Development Project is being implemented in the State of Orissa with the assistance from Japan International Co-operation Agency. The twin aims of this seven year project are establishment & restoration of degraded forests and enhancing income of people living in the vicinity of such forests.

Restoration of Mangroves is an important activity under the “Coastal Plantation” component of the Project being implemented in Bhadrakh and Balasore Wild Life Divisions. The activity was prescheduled to 2008-09, and in the light of experience gained in the process the Project has brought out a “Technical Manual for Restoration of Mangrove”, and evolved the process of Micro Planning for community participation in view of enabling provisions in the Joint Forest Management Resolution, 2008 that enables community participation in Management Mangroves and Protected Areas through formation of Eco Development Committees (EDCs).

The major interventions under the Project are executed through following JFM approach, and activities are not only to be planned and prioritized by the communities but are also to be implemented by them. The Project implementers are to effectively facilitate preparation of ‘Comprehensive Micro Plans’ by the participating Mangrove EDCs.

Considering the ‘pivotal’ role of Micro Plans, it is essential that the officers and staff of the Forest Department and members of the supporting experts & specialists who are directly involved in micro planning along with community share a common perspective on the importance and the process involved in the preparation of Micro Plans.

This handbook is specifically prepared for “the facilitators” with the objective of developing a common understanding about the purposes and the process of “Micro Planning” by EDCs associated with Restoration and Joint Management of Mangroves under the Project. It is expected that this handbook would serve as an important tool in the successful implementation of the project.

Suggestions for its further improvement will be greatly appreciated and considered for incorporation in next revision.



Arun K. Bansal, IFS

Principal CCF & Project Director

June 2009

Abbreviations

ANR	Assisted Natural Regeneration
DFO	Divisional Forest Officer
DMU	Divisional Management Unit
EC	Executive Committee
EDC	Eco-development Committee
EPA	Entry Point Activity
F	Female
FG	Forest Guard
FMU	Field Management Unit
GB	General Body
GC	General Caste
HH	House Hold
IGA	Income Generating Activity
JFM	Joint Forest Management
KF	Khesra Forest
M	Male
NGO	Non Governmental Organization
NTFP	Non Timber Forest Produce
OBC	Other Backward Caste
OFD	Orissa Forest Department
OFSDP	Orissa Forestry Sector Development Project
OFSDS	Orissa Forestry Sector Development Society
PF	Protected Forest
PHC	Primary Health Centre
PRA	Participatory Rural Appraisal
PWD	Public Works Department
QTY	Quantity
RF	Reserve Forest
RO	Range Officer
SC	Scheduled Caste
SHG	Self Help Group
ST	Scheduled Tribe
VF	Village Forest
VFW	Village Forest Worker
VSS	Vana Samrakshan Samiti

INTRODUCTION

“MICRO PLAN” is a plan for management of forest areas assigned to the community under Joint Forest Management (JFM) approach. Micro Plans are generally developed through Participatory Rural Appraisal (PRA) and participatory planning. Considering that Mangroves are very effective shield against natural calamities like cyclones, tsunami, they need to be managed primarily for this purpose and therefore their productive functions are to be deferred till their complete restoration, the strategy is to reduce dependence of community by creation of alternative resources for meeting the fuel wood and fodder needs and by providing alternative livelihoods particularly for the people who depend on the mangroves for sustenance. The focus is therefore on development of comprehensive Micro Plans for over all development of the participating villages through community development programmes along with treatment of the degraded mangroves in JFM mode, all of which need to be reflected in the Micro Plan. A comprehensive Micro Plan prepared by community, organized into Eco Development Committees in accordance with the Joint Forest Management Resolution, 2008, is to be a ‘Ten Year Development Plan’ encompassing the expectations of majority of the people, particularly the forest dependent communities, and other socially differentiated sections. This plan needs to have a prioritized list of activities for overall sustainable development of the village planned around the available natural and human resources.

It is important that the EDC members and the stakeholders understand the method, techniques, process and expected outcomes of Micro Plan. The general principles and micro planning guidelines to be followed under the Orissa Forestry Sector Development Project (OFSDP) have been laid down in the “Handbook for Facilitators on Micro Plan Preparation”, and the “VSS Management Manual”. In the revised JFM Resolution 2008, the mangrove areas have been brought under the ambit of JFM. Since the situation in the mangrove areas and EDCs were quite different from the upland VSSs, the need for preparing a separate handbook for Micro Planning by EDCs in the mangrove areas was recognized by the Project. In this booklet efforts are made to highlight various aspects of Micro Planning with regards to the community participation in Restoration of Mangroves.

What a Micro Plan should be and who should prepare it?

- It should reflect the participatory spirit of communities in forest management
- It should take care of the needs of the local communities
- It has to be prepared by EDC members themselves, with the support from Animators, the Forest Department and other specialists.

What it should contain?

A. The following:

- Social and environmental safeguards
- Prioritized activities and action plans for implementation
- Physical and financial details of different works.

B. Should address the following social dimensions:

- User groups/Common Interest Groups
- Tribal and other vulnerable sections
- Income and expenditure details

What needs to be done and how?

The steps to be followed in the preparation of Micro Plan are as under:

1. Entry Point Activities (EPA) are meant to build up rapport with villagers and create community assets that address felt needs of majority of EDC members, particularly, those depending upon the mangroves for sustenance. EPA is to be selected through consensus decision of the EDC, with an eye on improving living condition and livelihood in the long term.¹
2. EDC Executive Committee should select a Working Group having representatives from various sections / categories of villagers to prepare the Micro Plan. Village meeting date to be finalized, announcement should be made before one week of the village meeting, related leaflets, notice to be disseminated and pasted before the Gram Panchayat office and main centers of the village. The above said details are to be recorded in EDC minutes book.
3. Information has to be gathered from old records if any, by the Micro Plan Working Group.
4. EDC members' list has to be confirmed. If needed, enlistment has to be done.
5. Baseline survey, household survey, sample study & market study.
6. Information to be collected for restoration of Mangroves (Forest Development Plan), Entry Point Activities, potential, Income Generation Activities, and Village Perspective Plan.
7. Separate meetings should be organized with Mangrove forest dependent house-holds, women, and other user/common interest groups to understand their requirements and prepare special provision in the Micro Plan.

¹ EPA Guidelines (OFSDP).

8. Prioritization and rationalization of proposed activities based on local resource and fund availability.
9. Working Group should record all the data in the Micro Plan Format after validation and carefully analyze it to extract required information.
10. Prepare treatment schedule / map for restoration / management of mangrove forest indicating plantations / choice of species / nursery etc, consistent with the overall policy for management of mangroves in the state, and sound mangrove management principles².
11. Selection of IGA and Livelihood Options.
12. The draft Micro Plan has to be placed before EDC Executive Committee and the General Body for acceptance.
13. General Body endorsed Micro Plan should be sent to the Range Officer (Ex officio FMU Chief wherever FMUs have been formed under OFSDP) for necessary scrutiny from technical, social, financial and legal angles and approval. If any objections are raised, the same need to be clarified and the plan has to be revised accordingly (in the General Body) and resubmitted for approval. Approved Micro Plan and MOU copy should be handed over to EDC.

What are the pre-requisites for Micro Planning?

For initiating the exercise for preparation of Micro Plan under the OFSDP, following works ought to have been completed:

1. Formation of EDC.
2. Large (~1:10,000) scale map of the area.
3. Preliminary sensitization of the community.

² Technical Manual for Restoration of Mangroves (OFSDP)

MICRO PLANNING PROCESS

STEP 1 : Formation of EDC Working Group

This group shall be constituted by the Executive Committee (EC) of the EDC. The EC should fix a date for convening the General Body meeting and announce the same in the village well in advance. Information about the meeting has to be displayed at important places in the village.

Working Group

- Four members (at least one woman) from EDC.
- Representative from FMU
- Member Secretary
- Animator

The Working Group shall have a meeting to identify key areas for decision, and distribute among its members various responsibilities such as - who will undertake which tools of PRA, who will collect which information and who will document. Results of these discussions have to be recorded in the EDC records.

STEP 2: Verification of Records (Existing EDC only)

This step will be relevant in the cases where EDC has been existing, having been already formed earlier. For newly formed EDCs this may not be applicable. The Working Group shall verify the previous records/documents and gather the following details:

- EDC membership
- Details of Executive Committee
- MOU with the FD
- Boundary of the concerned mangrove forest.
- Micro Plan, if any prepared earlier, and current status of its implementation
- Works carried, if any and the members participation in different activities
- Revenue and expenditure, Assets / Income of EDC etc.

The concerned forest official will make available all relevant records to the Working Group.

STEP 3: Confirmation of EDC membership

The membership list has to be looked into carefully before the preparation of Micro Plan. Care has to be taken to see that the members belonging to the following categories are enlisted.

- Coastal natural resource dependents
- Vulnerable social groups
- Landless house holds

The General Body shall discuss membership guidelines and norms mentioned in the VSS Management Manual and those norms have to be followed. All decisions have to be recorded in EDC resolution book.

A membership list has to be prepared by taking the above considerations in view and the final list has to be recorded in the resolution book in a prescribed format and maintained at the EDC Office.

STEP 4: Baseline Survey

Baseline data have to be collected through following surveys for incorporation in the Micro Plan prior to PRA (Participatory Rural Appraisal). FMU shall keep a copy of all the basic data.

- a. Village Socio Economic Survey
- b. Mangrove and other Forest Resources Survey

Village Socio Economic Survey: Data collected through HH and village survey

Some information will be collected in the course of the PRA exercise. Other information has to be secured from concerned Departments & Organisations. Sample study and estimation has to be made for the information not readily available. Focused Group discussion has to be made on important issues.

Forest Resources Survey:

Working Group shall look into the boundaries of the concerned forest area of the EDC and the area selected to be treated under OFSDP. Disputes if any have to be settled before attempting to make the Micro Plan. Since these matters are technical, the Working Group shall take the support of the FD Officials. The EDC members should be part of this exercise as they need to learn these procedures for future planning needs. All information collected using the above surveys are to be recorded in the Micro Plan.

STEP 5: Information on Special Plans

Mangrove Restoration / Forest Development: The information required for planning for overall development and management of the treatment area in keeping with the requirement of the area and needs of the people.

- Mangroves - Current vegetation status , ground levels and land conditions - frequency of saline water inundation, etc. for treatment plan – need for improving saline water inundation – deepening the natural channels (need and feasibility), creation of fish bone channels (need and feasibility) – possible treatments – Assisting natural mangroves through planting in gaps, mangrove plantations etc.
- Existing water flows for the development of fishbone channels for inundation and maintenance of salinity,
- Other forest areas – the vegetation and use status, species diversity, management plan, need for improvement/extension.
- Land availability, availability of technology and planting materials for grazing management
- Locations, causes and frequency of forest fires, if any, to facilitate fire management

Potential Income Generation Activities: The information on current and other possible income generating activities is to be collected. Some important relevant aspects are:

- Needs and capacity of various common interest (user) groups
- Experience of SHG, if any formed in the village.
- Available natural resources and value addition in the village/locality.
- Local demand and possibility of supply to nearby consumption centers.
- Result of similar interventions in the past if any.

Village Perspective Plan: Some of the aspects that need to be looked into keeping in mind the self reliance are:

- Alternate fuels
- Fodder production
- Health and Hygiene
- Primary Education
- Drinking water & Sanitation

Possible effects of Project intervention

- Required fish bone channels have to be taken up to inundate the degraded area and to maintain the salinity.

- Facilitating freshwater / drainage rainwater to the degraded Mangrove areas.
- While raising block plantations in uplands close to the saline embankment (luna bandha), mixed species have to be used suitable for the saline areas and also its potential contribution in addressing fuel wood or/and fodder needs of the villagers species. Other mangrove species can also be introduced subject to their suitability to the local condition, ecological condition and needs of the people.
- While removing grass, measures have to be taken that it is not uprooted, rather cut above the ground level.
- Creation of fuel wood and fodder production areas in community lands, demonstrative fodder production area in private lands.

Awareness has to be created on the pollution from prawn farming, encroachment of prawn ponds, organic farming and non-pesticidal practices in forest nurseries, plantations, and improvement of cattle, promotion of stall feeding etc.

STEP 6: Participatory Rural Appraisal

PRA is a tool in which the local community (EDC members) is involved to extract and collect data & information on various aspects, as well as to understand the actual situation or status of the village/forest by using various communication tools while developing the village & mangrove restoration plan. This method facilitates the easy flow of information, and sharing experiences and views by all individuals.

PRA is carried out by conducting group discussions, experience sharing, accounts of main events, general meetings and one-to-one discussion with the villagers in their own setting. Information can also be collected through illustrations and maps, which will be prepared by the villagers themselves or prepared with their active participation.

In addition, one to one interviews are also to be held with the EC members of the EDC. A number of PRA techniques such as 'resource mapping', 'venn diagram', 'time line', 'matrix ranking', 'seasonal calendar' and 'wealth ranking' including sorting of target groups are to be completed by the villagers themselves on chart papers. Animator and EDC members on the Working Group will facilitate the process and should be given prior training in PRA methods so as to have adequate knowledge about the PRA tools and the objective of the exercise.

A. General guidelines for facilitators for conducting PRA

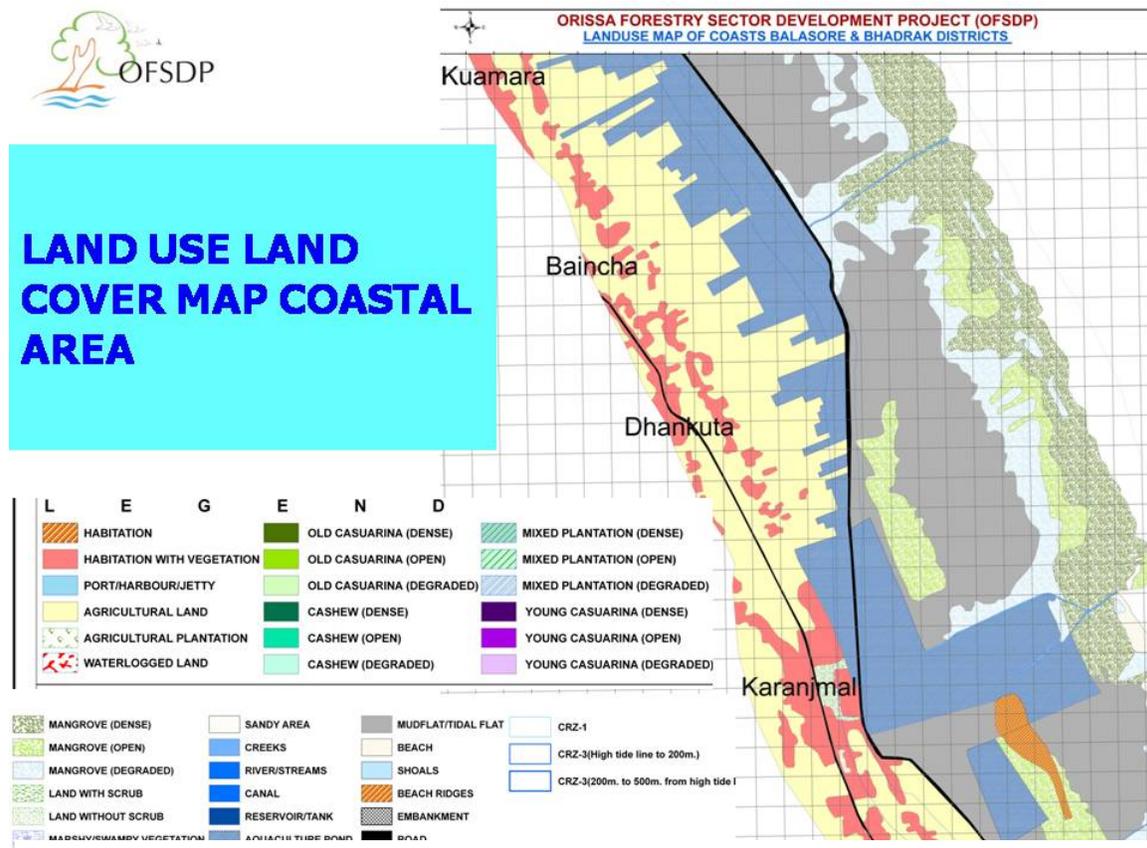
- i. Facilitators should not promise anything to the villagers while preparing the micro plan.
- ii. Facilitators should encourage the EDC members to give information.
- iii. All the activities like social mapping, resource mapping, income and expenditure, value chain analysis, action plan, implementation plan should be done in participatory method with active involvement of as many EDC members as possible.
- iv. Facilitators should not jump to conclusions and should patiently elicit all required information.
- v. Facilitators should use simple, easily understandable language rather than high sounding words, preferably in local language/dialect.
- vi. Facilitators, while conducting PRA, should not take the lead role. They should rather facilitate the process and create an enabling environment for the EDC members to speak out.
- vii. Since these plans can not be prepared on stereo type basis, the facilitator is advised to take proper care in calculations and plan preparation.
- viii. The facilitators should also explore avenues for forward and backward linkages for the activities while discussing with EDC members.
- ix. The facilitator should create awareness among the EDC members that the plan is theirs and make them feel its ownership.
- x. It should be made clear to the EDC members that these plans are meant to enhance their livelihood by simultaneously protecting, conserving and developing the forests.
- xi. Listing of activities and prioritizing-scoring method to be followed.

To extract particular information for preparation of a Micro Plan the essential guidelines are given below:

Subject	Observations	Usage / Methods	Information to be documented	Discussion with whom
Forest protection	EDC area, village needs, forest dependents, other village dependents	Transect walk, forest resource map, village resource map	Village needs, Needs of other villages, pest management, conflict resolution	EDC general body, non EDC people and forest dependents of other villages
Grazing	Availability (Agriculture lands, community lands & forest) lands, forage and fodder species utilized.	Seasonality	Cattle within the village & outside villages- grazing management potential of forage and fodder available.	Livestock rearing farmers who are involved in forest protection
Coastal forest products	Types of coastal forest products collectors, marketing facility, value, feasibility for value addition, collection of medicinal plants & usages.	Forest resource mapping, Matrix	Types of coastal forest products harvesting practices, scope for fishery value addition	Coastal forest products collectors, traditional healers
Inventory of forest/mangrove species	To meet village needs, medicinal plants, agriculture purpose	Matrix	Method of village needs fulfilling, status of medicinal plants availability, listing of any extinction species, Marketing facility	Villagers, other villagers & traditional healers
Village population	Occupations, village resources	Village resource map	Forest dependent occupations	EDC Village
Women participation	Social status	Work load, exercise/ pie-diagram	Coastal Forest products collectors, forest work-wages distribution/gender analysis, properties owned by women, women problems, role in EDC decision making	Women, EDC
Participation of weaker sections	Social status in village	Matrix, Pyramid	Forest dependents, Role in decision making, Role of social status in village	Weaker sections, EDC members
Agriculture and fishery	Problems & consequences	Timeline, Matrix	Relation between forest & agriculture / fisheries, pest management, problems faced by using chemical fertilizers, unsustainable fishing methods	Farmers, fisherman, milkman & EDC members

B. Mangrove resource map: A map drawn by the villagers / EDC members showing their forest resources by using colors/signs/objects on the ground in response to the

questions of facilitator results in a "Forest Resource Map". Other natural resources available in the area having potential for providing livelihoods also need to be included and this can also be called a natural resource map.



C. Village resource map: A map drawn by the villagers/ EDC members to explain to the facilitator about the position/location/situation of village roads, houses, schools, other facilities, population, communities, forest dependence & dependent families/ occupations etc., results in a village resource map. This is also called a social map.

D. Seasonality Tool: An exercise used to extract information on the period duration when the villagers have some avocation to do, and the period of surplus time available for additional works.

(a) Coastal Forest Product Resource Matrix: This method can be used to find out the main/types of produces obtained and needed by the communities (from forest, agriculture etc) and all aspects inter related to this. By using a matrix given below standardization of the produce in terms of quantity / quality and price can be done by discussing with EDC / villagers / beneficiaries.

Coastal Forest Products	No of Collectors	Quantity (in quintals)	Period and duration of collection	Own usage (in quintals)	Quantity traded & rate per quintal

(b) Occupational Works within the village

Season / Month	Nature of Works	No of HH involved	Whole family/ only male/ couples	How many days	Total income
Rainy					
Winter					
Summer					

(c) Migration

Season / Month	To Where of Works	Nature involved	No of HH only male/ couples	Whole family/ days	How many	Total income
Rainy						
Winter						
Summer						

E. Market Mapping: The will contain detailed information about the various types of markets to which villagers have access or can have access either to sell their produces or purchase their requirements along with list of produces sold and purchased. In case any vendor is regularly visiting the village info may be collected along with list of items and system of sale

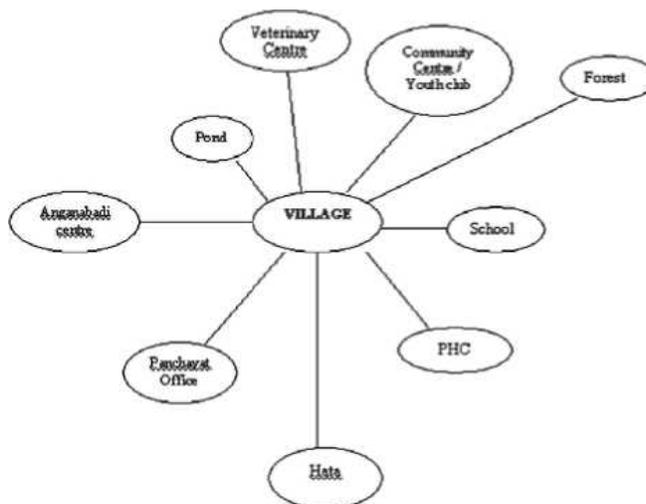
F. Venn diagram/Chapatti tool:

This tool is used to extract information on two related factors of one specific aspect.

For example:

(a) What village amenities are available and at what distance? (refer to the diagram and relate similarly to other examples)

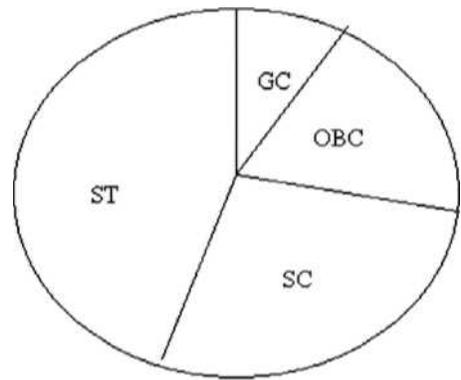
(b) What are the endangered mangrove species, and what have become extinct?



G Pie diagram:

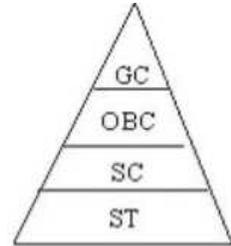
This diagram is a helpful tool to know and display to the Villagers/EDC members the different components/ extent/value of any aspect to a total/larger aspect.

- (a) Degrees of population dependent on the mangroves.
- (b) Community wise population ratio
- (c) Sharing of responsibility



H. Pyramid method:

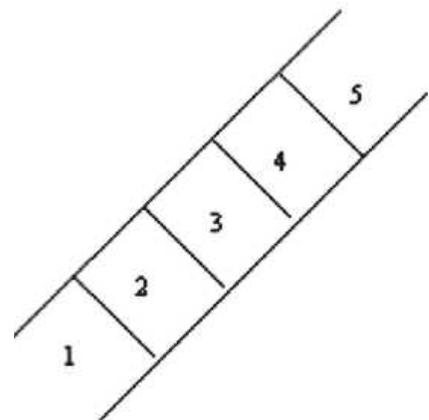
This diagram is used to illustrate about the role and social status of different communities in the society.



I. Ladder or Steps method:

This method is useful to prioritize the functions systematically and to allot funds accordingly.

- Eg : 1. Execution of Mangrove Restoration
2. Resource Development (Forest & agriculture),
3. Social Development,
4. Coastal/marine resource collection & Marketing,
5. Coastal/marine resource Value Addition,
6. EDC sustainability etc.



STEP 7 : Preparation of Draft Micro Plan

After obtaining all required information as elaborated in the previous steps, a comprehensive draft plan has to be prepared identifying all activities that are required to be undertaken for overall sustainable development along with requirement of funds and other inputs. While preparing detailed action plan the decided activities are to be prioritized and sequenced for easy implementation. Keeping the availability of funds under the OFSDP in view, a five year plan has to be prepared duly prioritizing the activities to be taken up during year 1, 2 etc. The works that need support from other Govt. agencies have to be identified and resources have to be mobilized accordingly. The activities to be undertaken for restoration of mangroves and their subsequent management need to be consistent with overall strategy for Management of Mangroves in the state.

FORMAT OF MICRO PLAN

The format for micro-plan is given in following pages. As no two forests are alike, and the local knowledge, beliefs, indigenous management systems are also quite diverse, the actual Micro Planning would fully reflect those diversities and the proposed innovations would be tailored according to the needs and the capacities of the particular village community. To capture this diversity it is essential that the Micro Plan is fairly extensive. However, since the Micro Plan is to be prepared by the EDC, with facilitation by the OFD, a balance has been maintained between simplicity and extent.

The Micro Plan should also capture the village socio-economic situation, focusing infrastructure and other development indicators and poverty scenario of the inhabitant. The Micro Plan shall include the scenario of the concerned forest (mangrove) area, and would identify challenges and opportunity for its restoration/development, maintenance/enhancing bio-diversity. The twin aims of the Project are restoration of forests along with livelihood improvement as an inclusive process to natural resource development. The plan therefore would develop a livelihood support for the villagers where both individual and groups can be supported to enhance on-farm, and off-farm productivity and income. Six important and integral components of the Micro Plan shall be;

Proforma-I Village Socio-economic Profile

Proforma-II Livelihood Opportunities

Proforma-III Forest Development Plan

Proforma-IV Village Perspective Plan

Proforma-V Annual Achieve Plans

Proforma-VI Activities undertaken, & Benefits

PROFORMA - I VILLAGE SOCIO-ECONOMIC PROFILE

1. Demography

1. Name of Revenue Village(s)/Hamlet
2. Name of EDC:
3. Forest Beat:.....
4. Forest Section:
5. Forest Range:
6. Forest Division :
7. Name of Panchayat:
8. Name of Community Development Block:
9. Name of Police Station:.....
10. Tahasil:
11. Name of nearest Health Centre & its distance:.....
12. Name of school, college & its distance, if not in the village:.....
13. Name of nearby village Hat & its distance:
14. Name of nearby fishing harbor /jetty & its distance:.....
15. Name of nearest Bank & its distance:.....
16. Name of nearest town & its distance:
17. Number of Households:
18. Total Population (census data/GP)
19. Population Detail: (census data/GP).....

Table 1

Category	No. of Households	Adults		Children Below 18 years	
		M	F	M	F
General					
SC					
ST					
OBC					

19A. EDC Membership

Table 1A

Category	No. of Households	EDC Members	
		M	F
General			
SC			
ST			
OBC			

20. Occupational profile (HH Survey)

i. Distribution of Farm Households (Number of Households)

- a) Marginal:
- b) Small:.....
- c) Medium:
- d) Large:.....

ii. Profession (Number of Households)

- a) Artisans / nalia grass collector:.....
- b) Graziers:
- c) Milkman:
- d) Fisherman (near shore):.....
- e) Fisherman (off- shore):.....
- f) Prawn fry collector:.....
- g) Crab collector:
- h) Prawn pond owner:
- i) Prawn pond worker:
- j) Snail / mollusc collector:
- k) Honey collector:.....
- l) Traders:
- m) Business:.....
- n) Service holders:

- o) Wage earners:
- p) Others, please specify:

21. As per Village level PRA, the economic category wise number of households

- a) Moderately poor.....
- b) Poor:
- c) Very poor:.....
- d) Well-off:.....

22. Land use pattern (revenue records)

- a) Total crop land:..... ha
- b) Gochar:..... ha.
- c) Community land:.....ha.
- d) Private land:.....ha.
- e) Home garden / horticulture garden:..... ha.
- f) Wetland:..... .ha.
- g) Prawn culture pond:..... ha.
- h) Saline embankment:.....ha.
- i) Waste or degraded land unfit for agriculture:..... ha.
- j) Other land :..... ha

23. Crop land detail breakup (revenue records)

- a) Upland:..... ha.
- b) Medium land:.....ha.
- c) Low land:.....ha.

24. Irrigated Area (revenue records)

- a) Irrigated by River/Canal:.....ha.
- b) Lift pump:..... ha.
- c) Other source, please specify:.....ha.

2. Economic Status of Villagers

A. Assets:

- (i) Number of households with
 - a. Kuchcha Houses
 - a. Thatched roof.....
 - b. Asbestos roof.....
 - b. Pucca houses
 - a. Asbsetos roof.....
 - b. RCC roof.....
- (ii) Number of house electrified:.....
- (iii) Number of HH owning cattle :.....
- (iv) Number of HH owning buffaloes:.....
- (v) Number of HH owning goats :.....
- (vi) Number of HH owning poultry, ducks :.....
- (vii) Number of HH owning tractors:
- (viii) Number of HH having mechanized farm implements:.....
- (ix) Number of HH having mechanized fishing boat:.....
- (ix) Number of HH having country boat:.....

B. Current Income Generating Activities:

Number of households earning living primarily from

- a. Farmland:
- b. Vegetable production:
- c. Beetle vine cultivation:
- d. Horticulture production:
- e. Milk production (cow):
- f. Milk production (buffalo):
- g. Goat rearing:
- h. Poultry:
- i. Duckery:
- j. Fishery (near shore):
- k. Fishery (off-shore):
- l. Fish processing (dry fish, etc.):
- m. Prawn culture:
- n. Crab collection:
- o. Mollusc / snail collection:
- p. Mat weaving (nalia grass):
- q. Small trading:
- r. Shop keeping:
- s. Traditional artisan work:
- t. Others (please specify):

3. Village Resources:

Table 2

Type of Infrastructure /amenity	Location	Distance from village, if in another location (in Kilometers)	Condition and Status of present use
Primary school			
Secondary school			
High School			
Junior college			
Degree college			
Primary Health Centre			
Hospital			
Anganwadi centre			
Veterinary hospital			
Gram Panchayat Office			
Revenue Office			
Police Station			
Fire Station			
Forest Office (Beat)			
Post Office			
Bank			
Bus facility			
Railway Station			
Drinking Water- Borewells			
Public Water Supply			
Tank			
EDC assets community hall, petromax, utensils etc, if any			
Others (please specify)			

4. Agricultural crops

Table 3

Season	Rain fed		Irrigated	
	Name of Crop	Area in ha.	Name of Crop	Area in ha.
Kharif				
Rabi				
Total				

Crop production profile of the village (PRA + observation by Facilitators)

Table 4

Name of crop	Total production (approx)	Number of households growing	Average production (quintals per /ha)
Paddy			
Oil seeds			
Vegetables			
Pulses			
Small millet			
Fruit orchards			
Others, pl specify			

5. Livestock population of the village: (write total number)

Table 5

Animal	Numbers
Bullock	
Cow	
Buffalo	
Goat	
Duck	
Pigs	
Other animals	

Livestock of other villages depending on the EDC area:

Table 5A

	Name of village:		Name of village:		Name of village:		Name of village:	
	No of owners	No of animals	No of owners	No of animals	No of owner	No of animals	No of owners	No of animals
Bullocks								
Cows								
Buffalo								

6. Fodder Availability:

Fodder availability in and around the village (put \checkmark marks in appropriate box)

Table 6

Types	1-3 months	3-6 months	6 months
Crop residue			
Trees (except Bani)			
Trees (Bani)			
Grasses			
Green fodder			
Grazing in Mangrove Forests			

7. Market facility: (put \checkmark mark)

Table 7

For purchases	Location	Distance from village if in other village Kilometer
Grocery Shop /PDS center		
Weekly Market		
Major market		
Fish market		
Other pl specify		

Table 7A

For sale of	Nearby Shop	Village hat	Local town	Season of selling
Agriculture products				
Fuel wood				
Vegetables				
Poles / Bamboo				
NTFP				
Milk				
Poultry / duck				
Prawn (cultivated)				
Prawn (catch)				
Fish				
Crab				
Oil, other processed products				
Other products				

8. Water Resources facility:

Table 8

Water Source	Number	Water Availability (Adequacy, seasonality)	Uses (drinking, irrigation, livestock, bathing)
Water Harvesting Structure			
Check dam			
Pond			
Tube well			
Dug well			
River/Nala			
Spring			
Canal			
Other, pl specify			

9. Energy Consumption:**Table 9**

Type of Fuel	Number of household depending	Number of months dependent	Source (local village, forest, other source)	Major/Secondary
Cow dung cake				
Fuel wood				
Crop Residues				
LPG				
Electric Heater				
Gobar /Bio Gas				
Kerosene stove				
Other pl specify				

10. Electrification:**Table 10**

Category	Yes / No	No. of families
Domestic use		
Streetlights		
Agriculture purpose		
No electricity		

PROFORMA- II LIVELIHOOD OPPORTUNITY ANALYSIS

The livelihood analysis will be made in consultation with villagers through participatory method. It will spell out the constraints, opportunities in the context of farming, livestock rearing, fishery / crab collection, credit facilities and NTFP collection and processing. The analysis aims at identifying potential activities with a view to enhance productivity and improve income level. The working group will make focused group discussion i.e., with leading farmers, livestock rearers, fisherman, line department officials to identify, opportunities and constraints. The compiled information would be further discussed in EDC General Body to identify and finalize the programme. Opportunity Analysis (some of the possible problems and opportunities of various development sectors have been listed in the footnotes to help facilitators to discuss with villagers and decide on the constraints and opportunity relevant to the village. The programme list indicates possible measures that can be implemented.

1. Agriculture² / Horticulture

Table 11

Constraints	Reasons	Opportunities/ Possibilities	Programme
Low Production			
Storage & Processing			
Marketing			

²**Problems** : a) Low production, b) Poor marketing channels

Reasons/constraints : a) Lack of Olha/summer ploughing, b) Non-flow of nutritive runoff from the forest, c) low production of FYM, d) No use of inorganic fertilizers, e) Wet sowing is extensively practiced-scanty rainfall f) More disease pest attack-untreated land, g) Lack of irrigation, Less use of high yielding varieties-No nearby market-outside vendors

Opportunities : a) Complete Olha ploughing in the month of Margasira-Provision of bullock on credit through SHGs-Rearing of more domestic animals-Land development b) Plantation of forest and fruit species-Use high yielding varieties-Crop diversification to non-paddy crops-use of inorganic fertilizers-Runoff harvesting-a weekly market is required-Some SHGs should take initiative in marketing the produce.

Potential Programme : a) Provision of plough bullock b) Land development c) Vegetable cultivation d) Dry land farming practices e) Training on crop diversification f) FYM and composting, g) Promotion of seed bank h) Strengthening irrigation potentiality-Strengthening micro-credit and marketing system

2. Coastal Forest Resources

Table 12

Constraints	Reasons	Opportunities/ Possibilities	Programme
Low production / collection			
Storage & processing			
Marketing			

Reasons: a) Unsustainable collection, b) natural calamity, c) lack of alternative fuel, d) Other villager collecting Avicenia for firewood and fodder, e) uncontrolled grazing, f) forest fire, g) lack of labor force

Opportunities/Possibilities: a) Relatively high literacy rate, b) accessibility, c) active SHGs d) awareness generation in the villages, e) villagers are afraid of cyclones

3. Fishery Resources

Table 13

Constraints	Reasons	Opportunities/ Possibilities	Programme
Low production / collection			
Storage & processing			
Marketing			

Reasons: a) Unsustainable harvest, b) natural calamity, c) water pollution, d) lack of land to expand the ponds, e) inadequate regulatory mechanism and institutional setup, f) lax law enforcement, g) weak cooperatives, h) too high competition, i) inappropriate prices, j) inadequate storage, k) inadequate processing facilities, l) inadequate processing technology, m) inadequate marketing facility, n) control of middleman, o) inadequate transportation of fishery resources, g) lack of labor force

Opportunities/Possibilities: a) Relatively high literacy rate, b) accessibility, c) active SHGs d) awareness generation in the villages, e) existence of cooperatives

4. Livestock³

Table 14

Constraints	Reasons	Opportunities/Possibilities	Programme
Less grazing land			
Availability of fodder			
Veterinary care facility			
Production of milk			
Milk market			
Problems related to other Livestock			

Reasons/Constraint: a) Inadequate fodder available during April to June b) Drinking water scarcity during 4 months in summer c) Low milk production d) Diseases to animals (FMD, worms, cold, swelling of belly, diarrhea e) Problem of marketing of milk, meat and animal.

Opportunities/Possibilities: a) Grass cultivation and non grass fodder promotion b) Creation of temporary water sources and constructions of water tubs, c) Awareness camp on balanced feed and fodder for livestock, d) Introduction of Artificial in sanitation, e) Selection and training of bare foot vet's Vaccination and de-worming camps and selection, f) Establishment of hat for sale of animal, milk and milk products

Potential Programme: a) Three tier fodder development on grazing land, b) Training farmers on grass cultivation and feeding practices. Creation of different temporary pond, c) Construction of water troughs near tube well, d) Keeping animals inside the cow shed/Regular bathing and giving smoke in the shed./Keeping the shed clean/Providing balance feed including green grass etc. Strengthening the indigenous methods /Use of clean water/Training to the farmers/ Establishment of weekly hat./Livelihood group formation and /Encouragement through training./Engaging a specific group for marketing purpose and giving training for this purpose, e) promotion of rotational grazing, f) mangrove restoration, g) promotion of model farm for grazing

5. NTFP⁴:

Table 15

Constraints	Reasons	Opportunities/Possibilities	Programme
Less collection			
Unsustainable extraction			
Low Rates			
Value addition			

⁴ **Problems:** a) Forest department dissuading for selling of NTFP / b) Less quantity (head load) is allowed c) Plucking at non ripping stage/Lack of marketing facility/Fire in the Forest

Reasons/constraints: a) Because of sanctuary declaration/Less rate/ b) Lack of adequate food, c) Other villagers are plucking who don't have the experience, d) Good prices in Chhatisgarh, e) Barter system prevails against salt and rice/-Lack of good communication, f) Fire because of Bamboo stems crossing each other/Non forest dwellers encouraging fire, g) As forest is becoming extinct

Opportunities/Possibilities: a) Directive for open marketing required, b) Can be kept at village committees or SHG, c) Procurement by government agencies/-Village unity creation, d) Good road net work by Government/-Formation of Forest protection committee for maintenance, e) Decisions need to be taken in meetings for extinguishing fire in the forest, f) Informing others to extinguish fire

Potential Program: a) Group formation and consultation with forest department, b) SHG formation for village fund development, c) Awareness generation in the villages d) Training on plucking techniques, e) Creation of market, f) Awareness generation and training, g) Construction of fire lines through peoples' contribution of convergence, h) Awareness on forest fire hazards

6. Spectrum of Specialized Skills

Table 16

Constraints	Reasons	Opportunities/Possibilities	Programme
Raw material availability			
Product quality			
Marketing potential			
Credit facility			

7. Credit facility⁵:

Table 17

Constraints	Reasons	Opportunities/Possibilities	Programme
Indebtness (Credit dependency)			
Rate of interest			
Availability of loan			
Mortgage difficulty			
Others pl specify			

Problems: High rate of interest, Mortgaged land and ornaments not recovered, Mortgaging

himself/herself: is system in which the individual keeps mortgage no other than himself as long as his loan is not repaid he continues to work.

Reason/constraints: a) Less number of moneylenders, b) Large number of creditor) In emergency situation credit not available and if available then rate of interest is quite exorbitant, d) Requirement for emergency loan, e) No confidence of ML, f)Credit could not be repaid for higher interest. ML continues to follow the old practices) During festive season for celebration purpose

Opportunities/Possibilities: a) More credit from SHG/ b) Taking loan from the moneylenders who charges low interest rate/c) If SHG is strengthened then mortgage is not required/If SHG is strengthened then Self mortgage is not required

Potential Program: a) Bank linkage of SHG, b) Revolving fund support to EDC, c) Bank linkage required

PROFORMA - III

FOREST (MANGROVE) DEVELOPMENT PLAN

Keeping the principles in mind as detailed in the process and techniques of PRA, the following data on various aspects of forestry would be collected by the working group for analysis and preparation of treatment strategy and management plan.

1. Forest Coverage Data:

A. Status of Forest areas assigned to EDC

Table 18

Name of Forest	Legal status(RF /PF/VF/KF/ Government land)	Area in Ha	Length of peripheral boundary	No. of boundary pillars	Distance from village	Ground level (% of high, middle and low ground)	Condition of forest (well stock/ degraded/ bushy, few trees)	Frequency of use by villagers (2-3m/3-6m/ 6-9m /12m)

B. Forest Soil type:

- i. Fertility level.....
- ii. Soil erosion status of the forest.....
- iii. Silt / Mudflat / newly accreted land / sand dune

C. Composition of existing fauna and flora: (use local as well as botanical names)

- i. Major mangrove species:
- ii. Associates:
- iii. Shrubs:
- iv. Medicinal Plants:.....
- v. Fishery produces:
- vi. Others, if any

2. EDC Status

- i. Year of beginning of protection by community:.....
- ii. Year of formation of EDC :
- iii. Number of EDC members:.....
- iv. Number of ST members in EDC: in GB..... in EC.
- v. Number of SC members in EDC :..... in GB in EC.
- vi. Number of OBC members in EDC :..... in GB in EC.
- vii. Number of Women members in EDC:..... in GB in EC.
- viii. Forest Protection measures taken by EDC in past: (number of people, household engaged, any formal mechanism)
- ix. Improvement observed after EDC protection

3. Domestic requirement of forest produce (per household) (PRA + verification by facilitators)

Table 19

Name of forest produce	Frequency of requirement	App. Quantity	How met at present?	Source
Firewood				
Timber for housing				
Small timber for agricultural implements				
Poles / bamboo				
Fodder from forests (Bani)				
Fodder from forest (Dhani Dhana, Gilia, Pitta Ghas)				
Fishery products for local consumption (fish, crab, etc.)				

4. Collection and marketing of coastal forest products by the villagers

Table 20 A

Item	Season/ months	Locality of collection	Number of HH collecting	Quantity collected (Kg)
Fuel wood				
Fodder				
Bamboo				
Timber				
Poles				
Weaving material				
Fish				
Crab				
Mollusc				

Table 20 B

Item	Utilized for self consumption (Kg.)	Surplus marketed (qty. in Kg.)	How marketed	Average Income from sale of forest products (per household)
Fuel wood				
Fodder				
Bamboo				
Timber				
Poles				
Weaving material				
Fish				
Crab				
Mollusc				

Regulation on coastal natural resources collection

EDC / decision as to regulation in extraction /seasonal restriction of collection for sustainable coastal natural resource management. Harvesting schedule detail be given;

Value addition to coastal natural resources

EDC would decide possibility of value adding to coastal natural resources gathered by villagers. Both individual and group can be identified to be supported through SHG or direct grant under livelihood component. Community infrastructure like cold storage, go-down, drying facility, ice production center, packaging, labeling center etc can be set up for large volume/high valued products. Attempt should be made to develop market linkage through organizations, or outside marketing agency. The activities to be undertaken by EDC would be listed in following format.

- Name Potential products
- Total amount collected in a year
- Local market price
- Possible source from adjoining areas
- Processing, drying, sorting and grading (product wise)
- Storage place (availability, need for construction)
- Processing unit (need, possibility of setting up)
- Labeling, packaging (locally, outsourcing)

5. Forest protection issues

A. Protection problem:

Table 21

Sl. No.	Type of Problem	Relevant or not (Y / N)	Significant/ Insignificant
1	Grazing local animals		
2	Grazing by animals from other areas		
3	Smuggling firewood through head loads for selling to others		
4	Smuggling timber		
5	Encroachment of prawn ponds		
6	Over fishing		
7	Fire-accidental		
8	Fire connected with honey collection		
9	Distraction in the facilitation of fresh water coming to the forest		
10	Incidents of snake bites/life threats/risks while protecting forests		
11	Encroachment of forest land		
12	Other (specify)		

B. Reasons of degradation of mangrove forests:

Table 22

1
2
3
4
5
6

C. Protection Mechanism

During the PRA exercise the protection mechanism would be discussed and detail procedure/modalities being/to be followed will be recorded to ensure effective protection. Year in which the operations are to be carried out would be mentioned in the micro plan.

Table 23

GRAZING CONTROL/REGULATION	
Area (Location, extent,...)	
Type of work to be done	
Mechanism	
Year of operation	
Other measure	
FIRE CONTROL	
Area (Location, extent,...)	
Type of work to be done	
Mechanism	
Fire control	
Year of operation	
WATCH AND WARD	
Area (Location, extent,...)	
Type of work to be done	
Mechanism	
Year of operation	
Other measure	
POLLUTION CONTROL / REGULATION (PRAWN FARM & INDUSTRY)	
Area (Location, extent,...)	
Type of work to be done	
Mechanism	
Fire control	
Year of operation	

D. Protection Plan:

Table 24

Protection work (fill in whatever is applicable)	Location in forest areas (mark in forest map)	Approx. number, length, size, extent - area.	Timing	Priority (high, medium, low)
i) Engagement of watcher				
ii) Non-distraction award				
iii) Fencing				
iv) Construction of cattle pond				
v) Cattle proof trenches				
vi) Rotational grazing				
vii) Model farm for cattle grazing				
viii) Fire protection				
ix) Stall feeding				

6. Treatment Required

For part of the assigned area proposed to be treated under the project, various treatment types are to be indicated in the scaled map (prepare by ORSAC) after the final approval of the Micro Plan.

A. Land Improvement

Table 25

Treatment	Required or not	Location in forest areas (mark in forest map)	Approx. number, length, size, extent - area.	Priority (high, medium, low)
i) Construction of structure for facilitation of fresh water				
ii) Fish bone channel for facilitation of tidal inundation				
iii) Maintenance of fish bone channel				
iv) Diversion / treatment of prawn farm discharge				
v) Construction of structure to facilitate the tidal water drainage				
vi)				
vii)				
viii)				

Priority is to be given for the measures based upon the degree of erosion

B. Forest (mangrove) Improvement:

Table 26

Treatment	Area in ha to be covered under the plantation module	Priority for block plantations	Species	Spacing
i) Assisted Natural Regeneration (with plantation in gap.)				
ii) Block Planting				
a) With fish bone channel				
b) Without fish bone channel				
iii) Mangrove associate species (high ground)				
iv) Mudflat (bio shield) plantation (close to seas with 0.5m spacing)				
v) Enrichment plantation.				
vi) Plantation on mounds				
vii) Direct plantation (hypocotyls in mudflat)				

C. Year wise target of Forest (mangrove) Improvement:

Table 27

Treatment	Areas to be covered under a planting model			
	2008-09	2009	2010	2011
i) ANR including Gap Planting				
ii) Block Planting				
a) With fish bone channel				
b) Without fish bone channel				
iii) Mangrove associate species (high ground)				
iv) Mudflat (bio shield) plantation (close to seas with 0.5m spacing)				

v) Enrichment plantation				
vi) Plantation on mounds.				
vii) Direct plantation (putting hypocotyles in mudflat)				

D. Nursery Development:

i Mangrove Nursery

Table 28

Number	Location & area	Species to be raised	Year of development	Number of seedlings to be raised

ii Farm Forestry Nursery

Table 29

Location & area	Name of the beneficiary	Species to be raised	Year of development	Number of seedlings to be raised

E. Miscellaneous Operations:

Table 30

Treatment	Whether required (yes / no)	Who will do (VSS/FD/FD & VSS)	Month/year when can be done	Extent of Area where treatment is required (approx.)
(i) Medical/Health Care camp				
(ii) Centre for non-formal education				
(iii) Promotion of fuel saving devices				
iv) Cattle improvement / health programmes.				

7. Marketing Practices

- i. Marketing directly to private purchasers
- ii. Marketing directly to Government Department
- iii. Marketing directly to marine products marketing agencies
- iv. Marketing through fishery cooperative society / similar organization
- v. Marketing in retail outlet
- vi. Marketing individually
- vii. Marketing collectively

Marketing plan would be chalked out on the basis of above information.

8. Benefits expected from Forests protected by EDC

An assessment of assorted benefits expected from the forest would be first made and distribution mechanism decided.

A. Wood / grass related benefit expected:

Table 31

Sl No.	Items	Month	Year (Indicative)	Quantity
1	Pole			
2	firewood			
3	Fodder (Bani)			
4	Fodder (grass)			
5	Wages			
6				
7				
8				

B. Fishery resource related benefits expected:

Table 32

Sl No.	Items	Month	Year (Indicative)	Quantity
1	Fish			
2	Crab			
3	Mollusc			
4	Prawn fry			
5	Prawn			
6				
7				

C. Other benefits expected:

Table 33

Sl No.	Items	Month	Year (Indicative)	Possible impact
1	Protection from cyclone			
2	Protection from saline water / sea water intrusion			
3	Protection from sand casting			
4				
5				
6				
7				

9. Sharing mechanism (Name the methods of products sharing i.e., firewood, fodder, fishery catch, confiscated cattle / buffalo, pole, etc.):

Table 34

Methods	Items
To be equally shared	
To be freely collected by individuals	
Others.	

10. Other Forest Development related matters if any :

PROFORMA — IV

VILLAGE PERSPECTIVE DEVELOPMENT PLAN

The Village Perspective Plan will prescribe various development activities, and provide approximate estimate of funds and period for implementation. The activities listed here would be on the basis of data collected and prioritized as per the previous sections. The fund requirement would be met from the Project and other sources to be tapped by EDC. This will include infrastructure development, forest development, agriculture, and other natural resources, and human resources development. Annual action plan will be based on the village perspective plan.

1. Entry point activities (EPA)

The Micro Plan working group would consult the GB for identifying the need of entry point activities with priorities. Interests of forest dependent people shall be given high priority, and be taken up in the first year. Since the fund for EPA is limited, emphasis should be on activity (ies) that can be fully completed from the available fund, instead of taking up part construction of several works. However, if EDC members agree to contribute cash, free labour to augment project support more projects can be taken up. The lower priority item nonetheless could be implemented if EDC can obtain funds from other supports. EPAs may include Enhancement of salinity embankment, Renovation of school, bath enclosure for women, Fish drying platform, Water harvesting pond, Cement platform/soak pit around a well, Community fish pond, Solar light, Petromax, Tube well, A set of farming tools, Bathing ghat (staircase for a pond). Preference shall be given to those items that will eventually be gainfully utilized by the EDC member.

Priority list of Entry point Activity:

Table 35

Sl.No	Name of activity	No. and type of beneficiaries	Priority Ranking	Technical support required	Total amount required	Cost sharing by members (cash/labour)	Balance Funds required from the project	Time/duration for implementation

2. Village infrastructure development (eg. EDC office building, school, storage godown, etc):

Table 36

Year	Type of activity /Infrastructure as prioritized	Number of members likely to be benefited	Total amount required	Cost sharing by members	Investment from other sources	
					Sector/ Scheme	Amount
1 st Year	EDC Office and Meeting place	Entire Village			OFSDP	

3. Community Land and Agricultural Development:

Table 37

Sl.No	Type of Activity	Details with no. of beneficiaries	Total amount required	Possible funding through convergence

4. Income Generation Activities (IGA):

Promotion of IGAs is an important component that is to be implemented through the SHG/CIG by providing loan from the revolving fund provided to the EDC. For this the facilitators have to do careful analysis for identifying potential activities that can be successfully taken up by the SHGs/CIGs in cluster of EDCs for marketing advantage.

(an illustrative list: Pisciculture, Fishery, Duckery, Poultry, Vegetable growing, Milch animals, weaving using grass, Nutritional Garden (Individual), Bee keeping, Bio compost making pit, Plantation of medicinal plants (10 types) / HH, Plantation of medicinal plants (10 types)/ in home herbal garden, Community farming, Fishery Storage yards, Fishery Processing and marketing, Vegetable vending, Rice haller with shed, PDS (sugar, kerosene), Coir rope making, Fish marketing, Egg vending, Grocery shop, Pan parlour, Sewing activity, Saloon, Cycle repairing, Tea cum snacks bar, Puffed rice making and marketing, Tent house, Catering services, Matching grant for grain bank, Hand/leg lift pump, pump set operated by diesel, Bamboo artisan, Wood carving, Handloom, Mushroom cultivation, Eco-Tourism, Herbal product.)

A. Group Activities: These should be forest/farm/off-farm based with focus on value addition.

Table 38

Sl.No	Type of activity	No. of groups and members	Year of Implementation	Nature of support required	Total amount required	Cost sharing by member	Amount required from OFSDP	Fund from other sources	Marketing Arrangement

B. Individual Activities:

Table 39

Type of activity	No. of beneficiaries	Year of Implementation	Nature of support required	Total amount required	Cost sharing by member	Amount required from OFSDP	Fund from other sources	Marketing Arrangement

C. Livelihood (basic needs) Support:

Table 40

Type of activity	No. of beneficiaries	Year of implementation	Total amount required	Cost sharing by member	Balance amount required

5. Human Resources Development /Capacity Building Plan

A. Awareness creation:

Table 41

Type of Programme	Year	Frequency	Targeted no of participants	Amount
a. Awareness				
b. Village meeting				
c. Others Pl specify				

B. Capacity building/Skill development wrt Potential IGA

Table 42

Target groups	Name of Activity	Year of training	Targeted no of participants	Place of training/ training institution	Amount
a. SHG					
b. EDC Members					
c. EC Members					
d. Animator					
e. Treasurer					

C. Field or exposure visits:

Table 43

Type of Programme	Proposed places	Frequency	Targeted no of participants	Duration	Amount

PROFORMA - V

ANNUAL ACTION PLAN

Every year, EDC in their GB meeting to be held in December would decide various activities to be implemented during the succeeding financial year, and accordingly will prepare an annual action plan and budget, following the projected perspective budget plan. The annual plan will be submitted to FMU who will scrutinize and recommend to DMU. On the basis of the annual plan DMU will release fund to EDC. The progress in the implementation of the Project activities in a year would be monitored on the basis of the annual plan. The EDC would submit the annual action plan in the following format

1. Annual Action Plan and Budget for Forest and Livelihood Development:

Table 44

Component	Work items	Period of work (year/month)	Target (physical)	Fund required from OFSDP	Responsibility of Implementation
1. Entry Point Activity					
2. Land Development					
3. Nursery					
4. Farm Forestry Nursery					
5. Assisted Natural regeneration with plantation in gaps					

Component	Work items	Period of work (year/month)	Target (physical)	Fund required from OFSDP	Responsibility of Implementation
6. Block Plantation (with fish bone channel)					
7. Block Plantation (without fish bone channel)					
8. Mangrove associate species (high ground)					
9. Mudflat (bio shied) plantation (close to sea)					
10. Enrichment plantation					

Component	Work items	Period of work (year/month)	Target (physical)	Fund required from OFSDP	Responsibility of Implementation
11. Plantation on mound					
12. Forest protection					
13. Livelihood (Basic needs)					
14. IGA					
15. Capacity building					
16. Other Items					

2. Plan Revision Discussion Outcome (Member Secretary will record the decisions)

1.....

2.....

3.....

4.....

5.....

3. Revision to be incorporated:

Table 45

Existing nature and type of work	Need for revision	Type and nature of changes to be made	New physical target	Fund required

Prepared by _____ Name _____ Signature

President:

Member Secretary:

Treasurer:

Animator:

Approval of Range Officer /FMU Chief

Approved by

Range officer/FMU Chief

.....Range/FMU

Place & Date

(Seal)

RECORD OF ACTIVITIES UNDERTAKEN

1. EDC Meeting

Table 46

Date of meeting	Presided by	Member Participated		Main Decisions
		Men	Women	

2. EDC Trainings:

Table 47

Name of Training	Number of Participants	Organized by and Main Facilitator	Venue

3. Village Community Development Works:

Table 48

Item of Work	Quantity	Date of starting	Date of Completion	Amount Spent

4. Forest Development Works

Table 49

Item of Work	Quantity	Date of starting	Date of Completion	Amount Spent	Man days Generated	Product obtained if any

5. Income Generation Activity (one table for each activity)

Table 50

Activity & Date	Name of SHG	SHG President	Training Assistance	Loan Amount with date	Refund

6. Products collected from Forest

Table 51

Date	Item Collected	No of HH/ members who collected	Quantity	App value in Rs.	How used Own use / Marketed

Prepared by (Name) _____

Signature _____

Date of preparation of Micro plan: _____

Date of discussion in the EDC Executive Committee: _____

Date of discussion in the EDC General Body: _____

Date of approval by the EDC General Body: _____

Date on which the Micro plan was sent to Range Officer/ FMU Chief: _____

The Micro plan prepared forEDC is here by approved.

Range Officer/FMU Chief

.....Range/FMU

(Seal)

Place

Date