

58843/2017



GOVERNMENT OF KERALA

Abstract

Forest & Wildlife Department - Green India Mission-Implementation of Participatory Social Forestry Management outside designated forest areas-Guidelines - Formation of 14 FDAs for Social Forestry Wing-Sanction accorded -Orders issued.

FOREST & WILDLIFE (E) DEPARTMENT

G.O.(Ms)No.

52/2017/F&WLD Dated, Thiruvananthapuram 20/11/2017

- Read:
1. G.O (MS)No.8/1998/F&WLD dated 16.01.1998.
 2. G.O (Rt) No. 223/2002/F&WLD dated 17.07.2002
 3. G.O(MS) No.26/06/F&WLD dated 20.07.2006
 4. G.O(MS) No.32/06/F&WLD dated 30.09.2006
 5. Letter No. E&TW1-1196/2010 dated 19.08.2017 from the Principal Chief Conservator of Forests & Head of Forest Force, Thiruvananthapuram.

Approved in mobile

28/11/17 DCF

ORDER

As per the G.O read as 1st paper above, Government have issued guidelines for the implementation of the Participatory Forest Management(PFM) in Kerala. As per G.O read as 2nd paper above, Government approved the guidelines for adoption in the formation of Forest Development Agency System in this State and constituted a State Co-ordination Committee to monitor and evaluate the functioning of the Forest Development Agencies, headed by the Chief Secretary as Chairman and the Secretary F&WLD as Convenor. As per G.O read as 3rd paper above, Government issued revised guidelines for the implementation of Participatory Forest Management in this State. As per G.O read as 4th paper above, Government have approved the guidelines for implementation of Habitat Forest Management outside designated forest areas.

The Principal Chief Conservator of Forests & Head of Forest Force, Thiruvananthapuram, as per letter read as 5th paper above has forwarded the guidelines for implementing the Participatory Social Forestry Management in place of Participatory Habitat Forest Management outside designated forest areas for approval. The proposal

20/11/17

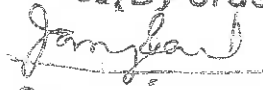
to constitute Forest Development Agencies for the implementation of participatory management in the urban and peri-urban areas and areas outside the designated forest areas in every district for the smooth and effective implementation of various programmes of environmental protection, afforestation, eco system services, mission activities including Green India Mission etc through social forestry wing through Haritha Samithis. These fourteen district level Forest Development Agencies will function in par with Forest Development Agencies of territorial and wildlife wing under the umbrella of State Forest Development Agency, Kerala.

Government have examined the proposal in detail and are pleased to accord sanction for the formation of 14 Forest Development Agencies for Social Forestry Wing at District level (making a total of 50 FDAs ie. 25 Territorial FDAs, 11 Wildlife FDAs and 14 Social Forestry FDAs). These FDAs will work under the umbrella of SFDA, Kerala.

Approved Guidelines for the implementation of Participatory Social Forestry Management outside designated forest areas and bye-laws of FDAs are appended to this order.

By order of the Governor
GIRIJA KUMARI G
DEPUTY SECRETARY

- To:-
1. The Secretary, Ministry of Environment and Forests, Government of India, Indira Paryavaran Bhavan, Lodhi Road, New Delhi
 2. The Principal Chief Conservator of Forests & Head of Forest Force, Thiruvananthapuram.
 3. The Principal Accountant General, (Audit), Kerala, Thiruvananthapuram.
 4. The Accountant General, (A&E), Kerala, Thiruvananthapuram
 5. The Principal Chief Conservator of Forests (Social Forestry), Thiruvananthapuram
 6. The Member Secretary, State Forest Development Agency, Kerala. (through The Principal Chief Conservator of Forests & Head of Forest Force, Thiruvananthapuram)
 7. I & PRD (for publication)
 8. Stock file / Office copy

Forwarded/By order

Section officer

GOVERNMENT OF KERALA
FOREST AND WILDLIFE DEPARTMENT
PARTICIPATORY SOCIAL FORESTRY MANAGEMENT
OUTSIDE DESIGNATED FOREST AREAS

GUIDELINES—2017
(Vide Provisions under item-4.1 of Guidelines 2006 for
Participatory Forest Management)

INTRODUCTION

Our National Forest Policy envisages that one third of the land should be under Forest cover. In a State like Kerala, we cannot find wastelands or open, unused lands for afforestation works. The only option left is to have more areas under tree cover. This can be done only by encouraging people to plant more trees in public places and in their homesteads by ensuring participation of the people. Planting trees in public places is a routine ever since we started 'Vanamahotsava' in 1952. Involving local people in afforesting public places, to organize people as local units and to make them more tree conscious, local level institutions have to be made, called **Haritha Samithy**, which will oversee all the afforestation activities outside designated forest areas. This will ensure peoples participation and make the activities more transparent. This has been tested in the Reserved Forests by the Territorial Wing by forming V.S.S and found to be a success. The Central Government agencies funding the various afforestation programmes insist that funds will be given only if the projects are undertaken with peoples participation. Thus, for implementing such schemes also, 'Haritha Samithies' are to be formed.

The Social Forestry Wing of the Kerala Forest Department is to reorient its activities with a wider goal of environmental protection and biodiversity conservation. Production and management of forestry resources outside forests also should be taken care of. The wing was established during 1982. From 1983-1993 the wing implemented world bank aided Social Forestry programme. During the second phase of the activities i.e., from 1993 onwards, the Social Forestry has been entrusted with the Compensatory Afforestation programme within the Reserved Forests. Since that scheme also is about to over, now the services of the wing has to be fully utilized in the afforestation programmes outside the Reserved Forests. The Bio-diversity has to be protected and the soil and moisture conservation works have to be ensured. Moreover we cannot depend on our natural forests for all our timber needs. Timber is now imported from other countries and much scarcity is felt with the prices soaring high day by day. We have to encourage the common man to meet his timber needs from his homestead which will be cheaper to him and by doing this more trees will be planted thereby protecting our environment.

The Government have as per G.O.(Rt). No.221/05/F&WLD dated 6.04.2005, sanctioned Territorial Jurisdiction to the Assistant Conservators of Forests (Social Forestry) in each district for the purpose of implementing Social Forestry Programmes and to avail Government of India funds. Hence guidelines issued based on which various activities should be taken up ensuring the smooth functioning of the local institutions, called **Haritha Samithies**.

Item 4.1 of Participatory Forest Management Guidelines 2004 provides for implementation of suitable PFM model in areas outside reserved/vested forests, facing threats from ecological degradation. These guidelines are meant for implementation of such PFM models in areas outside reserved/vested forests under the auspices of Social Forestry Wing.

2. NAME

(1) The generic name for the process of participatory social forestry management outside forest areas will be Participatory Social Forestry Management (PSFM).

(2) Abbreviations

PSFM	-	Participatory Social Forestry Management
PHS	-	Participatory Haritha Samithy
SHG	-	Self Help Groups
VSS	-	Vana Samrakshana Samithy
EDC	-	Eco Development Committee

3. OBJECTIVES

The objectives of the PSFM programme are:

1. To undertake environment protection and conservation outside forests through the local level **peoples participation**.
2. To establish local level institutions known as 'Haritha samithies' for afforestation of areas outside the Reserve Forests.
3. To formulate rules for the afforestation of areas outside the Forest and to implement it with the people's participation, through 'Haritha samithy'.
4. To encourage private forestry among land owners and
5. To assist stakeholders in marketing the products.

4. SCOPE OF THE PROGRAMME

One of the major causes of biodiversity degradation in Kerala is the excessive anthropogenic pressure on natural resources. Biodiversity has to be protected. Our forests alone cannot meet our growing timber needs. At the same time we cannot sacrifice the rich biodiversity. The common man has to be encouraged to meet his timber needs from his own homestead or from public land outside nature reserves. More over, the realization of PFM as a thrust area for financial assistance from various sources for afforestation and conservation programmes encourage us to develop PFM for protection, development and management of natural resources outside designated forest areas also.

5. AREAS TO BE SELECTED FOR PSFM

- i. Ecologically fragile areas (Seashore, Inland water bodies and shores, wetlands, water courses etc. These are Public Trust properties with open and limited access areas)
- ii. Biodiversity rich habitats (sacred groves, bird habitats etc..)
- iii. Institutional lands (Land available with public and private institutions)
- iv. Public lands (Land available with various Public Departments)
- v. Plantations (Own/lease lands with private individuals and companies)
- vi. Homesteads
- vii. Any other land found suitable for PSFM by the appropriate authority.

6. PROCEDURE FOR DEVELOPING PARTICIPATORY SOCIAL FORESTRY MANAGEMENT (PSFM) OUTSIDE DESIGNATED FOREST AREAS

Under PSFM the agreed management activities will be planned, implemented, maintained and monitored by the institutions created for the purpose, viz; Participatory Haritha Samithy and District Social Forestry Forest Development Agency (SFFDA). These will be constituted with the help of suitable facilitators and the Kerala Forest Department (KFD). Participatory process first requires creating a good rapport, trust and partnership between the KFD and the local people.

7. THE INSTITUTIONAL MECHANISM

7.1 Participatory Haritha Samithy (PHS)

This will be a Block level association of people actively interested in afforestation and nature conservation. The association will be open to all residents of the locality and there shall be only one such association. The Ex-officio Secretary, (Forester/Forest Guard) will explain the programme and those who are willing to come together for the cause for afforestation and environmental conservation will form an association called the Participatory Haritha Samithy (PHS) with a well-defined Memorandum of Association (MOA). Each PHS will nominate four representatives, two men and two women who will represent the SFFDA. The PHS will get registration from the concerned District office of the Social Forestry Wing. The Assistant Conservator of Forests /Deputy Conservator of Forests in charge of District Social Forestry Office will be responsible for the registration of the PHS. The general guidelines for the Vana Samrakshana Samithies under Participatory Forest Management guidelines shall apply to PHS also.

General Body of PHS

Chairman - Chairman is elected from among the members of the PHS as envisaged in the PFM Guidelines

Member Secretary - Section Forest Officer of Social Forestry having jurisdiction of the area (Ex-officio)

- (a) Members of PHS
- (b) Other ex-officio Members- Block Development Officer, Block level Officers of Agriculture, Animal husbandry, Soil Conservation, SC/ST Welfare, Industries, Panchayat, Health, PWD, Irrigation, Fisheries, Co-operation, DRDA, Education and other land development officers and representative of the lead bank of that area.
- (c) Representative of a reputed NGO with proven track record in environmental conservation and related fields. The NGO shall be nominated by the ACF.

Technical experts

Note: Technical experts in relevant fields can be special invitees to the General Body.

The Member Secretary shall convene the General Body meeting every six months, to review the activities. The quorum for the General Body shall be not less than 30% of representatives from PHS. The fund received from external sources by the PHS will be maintained in a nationalized bank/co-operative bank as a joint current account of the Chairman and the Ex-officio Member Secretary of PHS and released to the PHS's Core Fund as per the PFM Guidelines and as per decision of PHS Executive Committee.

Duties and Responsibilities of PHS

- a) Create massive peoples' movement for afforestation and environmental conservation outside designated forest areas.
- b) Identify and prioritize critical issues and develop plans to address them.
- c) Create *Afforestation and Environmental Conservation Fund* by contributions from various sources and develop an effective system for maintenance of accounts and utilization.
- d) Selection of nominees from the PHS to be included in the executive body, and ensure minimum 50% women representation.
- e) Make sure that contractors, middlemen, intermediate agencies are not permitted to be engaged for execution of any of the works under the scheme. The works will be executed through PHS, Self-Help Groups (SHG) associated with Panchayats/VSS/EDCs or specific user association registered with the PHS and the custodian of the land on which the stakeholder people under the user association depend for natural resources.
- f) Identify and Nominate technical experts to be included as Ex-officio members in the Executive Body, for helping in project formulation and implementation wherever necessary
- g) Constitute technical teams to evaluate the PHS level micro plans.

- h) Consider the PHS level micro plans and take necessary decisions based on the evaluation presented by the technical teams.

Executive Body:

There shall be an Executive Committee of the PHS with the following members

- (a) Range Officer – Chair Person and Chief Technical Officer (Ex-officio)
- (b) Section Forest Officer cum Secretary of the PHS (Convenor)
- (c) Nominees from the General Body. at least 50% of them shall be women. The other members will be nominated by the General Body.
- (d) Other ex-officio Members- Block Development Officer, Block level Officers of Agriculture, Animal husbandry, Soil Conservation, SC/ST Welfare, Industries, Panchayat, Health, PWD, Irrigation, Fisheries, Co-operation, DRDA, Education Land development officers and representative of the lead bank of that area.
- (e) Technical experts in relevant fields nominated by the General Body (Special invitees). They will not have voting rights.

The Member Secretary shall convene the Executive Body meeting once in three months and the quorum for the meeting shall be 1/3rd of members.

Duties and Responsibilities

The Executive body shall be responsible for implementation of the various participatory programmes through social forestry wing, guidance, co-operation, supervision, periodical reporting, monitoring, documentation and dissemination of activities and maintain a record of all assets created through the activities.

- a) Ensure proper registration of PHS as per prescribed MOU with the District Social Forestry Office
- b) Ensure that the approved PHS level micro plans are prepared and got approved.
- c) Request initial fund for preparing project wise plan, in the prescribed format and submit certificates of non-diversion, non-embezzlement and fulfillment of conditions laid down in funding guidelines and sanction order, along with the request for further release of grants.
- d) Develop mechanism for co-ordination and channeling the funds from other departments, agencies and NGOs operating in the area and receive funds from other sources including various centrally sponsored schemes on mutually agreed terms.
- e) Review the working of PHS and recommend changes if any.
- f) Define requirements and modalities of recruitment of contract staff and place before the District Level Co-ordination Committee.
- g) Develop eligibility criteria for incentives and rewards to PHS members, Self Help Groups/User Associations and also provide incentives based on performance.
- h) Ensure that the PHS deposits funds in separate operational accounts in Nationalized/Co-operative bank and release the amount earmarked for all PHS promptly as prescribed by the funding agency.
- i) Oversee that the project is completed within the project period and copies of final report submitted to the funding agency through the SFFDA.
- j) Ensure that no diversion of fund is made save in exceptional circumstances with prior approval of the funding agency.
- k) Ensure that the decisions of the General Body are implemented promptly.

7.2 District Social Forestry Forest Development Agency

Social Forestry Forest Development Agency shall be formed at District Level as per the existing guidelines for FDA and the members of the FDA shall be the PHS in place of VSS. All other guidelines of FDA shall apply into to the SFFDA also

MEMORANDUM OF UNDERSTANDING

We, the Chairman and Secretary of the PHS ofBlock, ofTaluk.....District, the representatives ofstakeholder group.....user group and the custodian of the land described in the attached schedule do hereby undertake individually and collectively to perform the duties and shoulder the responsibility as detailed in Government Order No.....dated.....for proper planning, management and sustainable utilization of the resources as per the Appendix given below.

APPENDIX

1. *Name of the Participatory Haritha Samithy* :
2. *District* :
3. *Block* :
4. *Extent of Site Specific Plan Area* :
5. *Social Forestry Division* :
6. *Social Forestry Range* :
7. *PSFM Area (sketch)*

We understand the responsibilities and obligations as per the aforesaid GO. A copy of the aforesaid GO is annexed herewith duly signed on every page in evidence of our having understood the same in letter and spirit. It is hereby agreed that this MOU will come into effect from

.....

Chairman of the PHS

Signature.....

Name and Address

Secretary of PHS

Signature

Name and Address

Witness 1. *Signature*.....
Name and Address

2 *Signature*.....
Name and Address.

Place:

Date:

BYE-LAWS OF FDA

Forest Development Agency (FDA) is to be registered as collective of all Vana Samrakshana Samithies within the territorial Forest Division , Under the Societies registration act as per GO(Rt) No.223/02/F&WLD dated 17-07-2002.

1. **In these rules and regulations unless there by anything repugnant to or inconsistent with the subject or context:**

- (a) "Act" means The Travancore-cochin Literary, Scientific and Charitable Societies Registration Act, 1955/Societies Registration Act, 1860 which ever is applicable in a given place.
- (b) "Executive Committee" means Executive Committee of FDA.
- (c) "EDC" means Eco-Development Committee registered with Wildlife Divisions.
- (d) "General Body" means General Body of FDA
- (e) "Government" means Government of Kerala.
- (f) "G.O" means the Government Orders issued by Government of Kerala with respect to FDA.
- (g) "Member" means Member of the FDA who is representing VSS.
- (h) "Rules" means the Rules and Regulations of the FDA as here in contained or as amended, altered or substituted from time to time.
- (i) "Society" means Forest Development Agency.
- (j) "VSS" Means Vana Samrakshna Samithies registered with Divisional Forest Officer.

2 **Goal**

Achieve effective forest and natural eco-system conservation through participatory process.

3. **Objects**

- i. To arrest and reverse the trend of forest degradation due to the unsuitable removal of forest products by dependent communities by making the community responsible for monitoring removals from the forest.
- ii. To provide sustainable and assured employment opportunities to the tribal and other weaker section of the rural populations in such areas all around the year.

- iii. To create durable community assets for such populations, which would contribute to overall village-development ensuring sustainable utilization of natural resources.
- iv. To involve the forest dependent community in the execution of the programme and make the functioning fully participatory.
- v. To create a funnel mechanism through which the assistance under various schemes of the Ministry of Environment and Forest, Government of India and from other sources would flow.
- vi. To ensure the flow of funds from sources for development schemes in tribal settlements and areas adjoining to the forest villages through the FDA.
- vii. To create an effective mechanism in order to ensure that this medium is used to reach the beneficiaries by other Government departments also.
- viii. To liaison with other Government departments and Agencies to develop and implement eco-friendly village-development programme.
- ix. To provide effective monitoring, evaluation and supervision of the schemes implemented by member VSS.

4. Activities of FDA

- i. Implementation of centrally sponsored afforestation schemes.
- ii. Take up other beneficiaries oriented activities like agro forestry avenue plantation.
- iii. Take steps for value addition and marketing of produce.
- iv. Inventorisation of land and other natural resource.
- v. Environmental education.
- vi. Awareness and active association in protection against poaching and illicit felling of timber.
- vii. Establishment and management of decentralized nurseries with marketing arrangements.
- viii. Assist in management of Common Property Resources (CPRs)
- ix. Address socio-economic needs of people.
- x. Management of existing captive water resources in the villages.
- xi. Monitoring of activities of local NGOs for effective co-ordination.
- xii. Approve plans for all afforestation related activities in forest fringe villages, including the micro plans.

- xiii. Provide support and assistance to the VSSs for micro planning.
- xiv. Organize training and awareness programmes.
- xv. Implementation of water harvesting and soil conservation measures with appropriate approvals.
- xvi. Formulate Inter se priority for scheme and activity wise financial outlays.
- xvii. Decide entry point activities.
- xviii. Formulate guidelines for utilization and sharing of usufruct, subject to PFM resolutions in the State.
- xix. Evolve rules for use of funds created.
- xx. Improvise technological improvements
- xxi. Develop guidelines for employment generation opportunities.
- xxii. Establish and maintain decentralized nurseries.
- xxiii. Co-ordinate and monitor the activities of their constituent VSSs.
- xxiv. Conceptualize innovative schemes viz. establishment of botanical gardens, sacred groves etc.
- xxv. Deal with contingencies such as drought, flood and forest fires.
- xxvi. Co-ordinate with DRDAs and other relevant government departments to dovetail their schemes and programmes with afforestation schemes so that watersheds can be developed in a holistic manner.
- xxvii. To understand such activities as are incidental or conducive to the attainment of the objects of the Society.

5. Area of Operations

The area of operation shall be the statutory area coming under the jurisdiction of territorial/wildlife division, or part there of, as decided by the general body.

6. Membership

- 6.1 VSSs in the area of operation of the FDA, on signing Memorandum of Understanding with the FDA shall be the members of the FDA and will be represented by its chairperson and a nominated member.

6.2 Membership Fee

The VSS shall contribute Rs. 1000/- as membership fee. Annual contribution shall be Rs. 500/-

General Body

- a) Conservator of Forests --Chair person

- b) Divisional Forest Officer –Member Secretary cum Chief Executive Officer (Convener)
- c) Chairpersons of all VSSs
- d) Member Secretary of all VSSs
- e) One designated women member from each VSS nominated by VSS
- f) Forest Range Officer, ACFs
- g) Ex-officio members in the Executive Body.

The convener/Member Secretary shall convene the General Body meeting every six month, to review the activities of the FGA.

The quorum from the General Body shall be not less than 50% of representatives from VSSs

The tenure of the nominees shall not be exceed two years.

A notice of minimum 15 calendar days shall be given for such a meeting with details of the agenda items.

6.2.2 Duties and Responsibilities

- a) Create massive peoples movement through involvement of VSSs for the protection, regeneration and development of degraded forests and land with other government agencies and communities.
- b) Identify and prioritize critical issues influencing the forest management and develop plan to address them.
- c) Create Village Development Fund by contributions from communities and develop an effective system for maintenance of accounts and utilization.
- d) Formation of VSS wherever they are not in existence following the guidelines and report to executive body.
- e) Selection of nominees from the VSS to be included in executive body, which shall not exceed more than half the number of VSS and ensure minimum 50% women representation.
- f) Make sure that contractors, middlemen, intermediate agencies are not permitted to engaged for execution of any of the works under the scheme.
- g) Approval of annual accounts of FDA

6.3.1 Executive Body

- a) Conservator of Forests- Chair person.

- b) Divisional Forest Officer- Member Secretary cum Chief Executive Officer (Convener)
- c) Ex-officio Members- Revenue Divisional Officer, District Planning Officer, District level Officers of Excise, Agriculture, Animal Husbandry, Soil Conservation, Tribal Welfare, Industries, Panchayat, Health, Minor Irrigation, Fisheries, Co-operation, DRDA, Education and representative of the lead bank of that area. Ex-officio members including the Chairpersons and Member Secretary will not have voting rights.
- d) Members- Nominees from the members of General Body (the nominees shall not exceed half of the number of VSS, of which at least 50% shall be women). The tenure of nominee shall be two years.

The Member Secretary shall convene the Executive Body meeting once in 3 months and the quorum for the meeting shall be 2/3 of nominees from VSSs.

Notice of minimum 15 days shall be given for such a meeting along with agenda items.

A member who does not attend three consecutive meeting of the Executive Body without sufficient cause shall be disqualified.

In the absence of Chairpersons, the chairperson shall authorize one of the members to chair the meeting.

6.2.3 Duties and Responsibilities

The Executive body shall be responsible for guidance, co-ordination, supervision, periodical reporting, monitoring, documentation and dissemination of the project by their constituent VSS and maintain a record of all assets created under the project.

- a) Ensure the registration of VSS as per procedure and FDA under the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955/the Central Act of 1860, the Societies Registration Act, 1860/Relevant local Act.
- b) Approval of activities, relating to forestry as well as non-forestry outside forest areas and village Eco-Development activities inside forest areas mentioned in the micro plans for VSS.
- c) Recommend the changes required in the "Working Plan/management Plan" of Forest Divisions for incorporating micro plans of VSS.

- d) Request initial fund for project preparation, prepare project for five years through PRA/PAMIA in the prescribed format and submit certificates of non diversion, non embezzlement and fulfillment of conditions laid down in guidelines and sanction order, along with the requests for further release of grants.
- e) Develop mechanism for co-ordination and channeling the funds from other department, agencies and NGOs operating the areas and receive funds from other source including various centrally sponsored schemes as mutually agreed upon by the Central and State Government.
- f) Review the working of VSSs and recommend changes if any.
- g) Define requirement and modalities of recruitment of contract staff and place before the State Level Co-ordination Committee.
- h) Identify training needs and decide on appropriate institutions for imparting training/study tours.
- i) Develop eligibility criteria for incentives and reward to VSS and provide incentives.
- j) Release the amount earmarked for all VSS promptly as prescribed by the funding agency.
- k) Oversee that the VSS deposit the funds received in separate operational funds accounts in a nationalized bank/co-operative bank/post office, which would be singly operated by member secretary of the respective VSS.
- l) Monitor prompt submission of monthly statement of accounts and progress of each VSS
- m) Submission of comprehensive quarterly report and annual report on progress of works utilization of funds in respect of VSS to the Principal Chief Conservator of Forests, and to the funding agency.
- n) Oversee that the micro plans are implemented with site specificity.
- o) Report the interest amount accrued on the FDA to the Principal Chief Conservator of Forests and the funding agency, along with the request for further funds so as to adjust it towards further installments of the grants.

- p) Get the accounts of FDA audited by the Accountant General/AG's nominee/ as required by funding agency, and forward the audit report to the funding agency.
- q) Oversee that the project is completed within the project period and copies of final report submitted to the funding agency through the State Co-ordination Committee.
- r) Ensure that not diversion of fund from one VSSs to another is made save in exceptional circumstances with prior approval of the funding agency.
- s) Finalization of annual accounts of FDA

7. Project Implementation

The FDA may prepare and implement Project as per the guidelines of the funding agency without contradicting the prevailing the Forest Policy and Acts, Goals and Objects of the FDA. Funds can be received with the approval of the General Body subject to restriction, if any, of the State and Central Government.

8. Funding Pattern and Financial Procedure

The Chief Executive Officer of FDA shall submit the audit report, utilization certificate and progress of work to the funding agency with copy to the Principal Chief Conservator of Forests.

For receiving the funds from FDA, VSS has to sign Memorandum of understanding for utilizing the funds for approved programme and activities in the micro plans as per G.O. and Project guidelines.

The funds will be released to the VSS as per Project guidelines.

9. Bank Accounts

The funds received by FDA shall be deposited in exclusive and separate current account in a nationalized bank which be operated jointly by its Chairperson and Member Secretary.

10. Amendments to Bye-laws

The FDA may through a resolution passed by 2/3 majority recommend changes in the bye-laws and forward the same to the State Government . The decision of the State Government will be final. The changes will be informed to the Registrar of the Societies with whom the Society is registered

A notice of one month shall be given for such special meeting to discuss changes in the by-laws. If the necessary quorum is not present at the meeting, the same shall stand adjourned. A further meeting can be convened for the purpose by

giving one months notice. The recommendation of the second meeting can be forwarded to the State Government even the absence of sufficient quorum.

11. Working Rules

The general body of the FDA shall adopt rules for its functioning without in any way contradicting the provisions of various Central and State Acts and Regulations. These working rules can be amended with 2/3 majority of the general body convened for the purpose.

12. Voting

At all meetings the members present have only one vote each. In case of equality of vote, Chairperson of the meeting shall have a second /casting vote. Voting by proxy shall not be allowed.

13. Documents and records

The Chief Executive Officer and Member Secretary shall maintain and keep all records, registers and documents of the society.

14. Disqualification of membership

In case the VSS consistently functions contrary to the goals and objects enshrined in the memorandum of associations such VSS shall be issue with a show cause notice seeking explanation. If the explanation is not found satisfactory the general body can disqualify temporarily or permanently, the VSSs from the membership by the simple majority of total members.

15. Complaints and grievances.

The general body may constitute the grievance redressal cell to address the complaints/disputes/grievances of the members of the Society. The complaints//disputes/grievances should be filed before the Chairperson. The cell will report directly to the Chairperson. The decision of the Chairperson will be final

16. Assets of the FDA

The assets of the Society shall be maintained as public assets and the nature of each public asset will be decided by FDA and approved by the State Government. In case the FDA is dissolved, the assets will be distributed to the concerned public as recommended by the Chairperson and approved by the State Government.

MEMORANDUM OF ASSOCIATION

1. The name of the Society shall be Forest Development Agency,.....
2. The registered office of the Society is situated at Divisional Forest Office, There is no other Society with the same name in the area covered by the Society. The Change in address of the office shall be intimated to the Registrar of Societies of the District in which the office situates.
3. Area of Operation of the society shall be **the statutory area coming under the jurisdiction of Division or part there of as decided by the General body**
4. **Goal**
Achieve effective forest and natural eco-system conservation through participatory process
5. **Objects**
 - a. To arrest and reverse the trend of forest degradation due to the unsuitable removal of forest products by dependent communities by making the community responsible for monitoring removals from the forest.
 - b. To provide sustainable and assured employment opportunities to the tribal and other weaker section of the rural populations in such areas all around the year.
 - c. To create durable community assets for such populations, which would contributes to overall village-development ensuring sustainable utilization of natural resources.
 - d. To involve the forest dependent community in the execution of the programme and make the functioning fully participatory.
 - e. To create a funnel mechanism through which the assistance under various schemes of the Ministry of Environment and Forest, Government of India and from other sources would flow.

- f. To ensure the flow of funds from sources for development schemes in tribal settlements and areas adjoining to the forest villages through the FDA.
- g. To create an effective mechanism in order to ensure that this medium is used to reach the beneficiaries by other Government departments also.
- h. To liaison with other Government departments and Agencies to develop and implement eco-friendly village-development programme.
- i. To provide effective monitoring, evaluation and supervision of the schemes implemented by member VSS.
- j. To undertake such activities as are incidental for conducive to the attainment of the objects of the Society

6. Without prejudice to the above objects and for effectively carrying out the same, the society shall have power to receive, hold and possess any property including securities of any kind and to construct and maintain any building. The incomes, earnings and the properties of the society shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the Memorandum of Association. The society shall have also the power to frame rules and bye-laws.

7. The management and control of the society is entrusted to the executive committee, constituted as per the rules and bye-laws. The names, addresses and designation of the present members of the executive committee subscribed hereunder.

Sl.No	Name & Address*	Occupation	Designation in the Society	Signature

* Address means the postal address of the individual and also the address of VSS which the individual represents, with designation.

8. We the undersigned are desirous of forming a society named Forest Development Agency, in pursuance of this Memorandum of Association of the Society.

The meeting of General body of FDA held on as decided to register the society under the (Act) as per the Rules and Regulations mentioned in the bye-laws

True copy of the Memorandum and Rules and Regulations approved by the
General body meeting held on.....

Sl.No	Position in the Society	Name & Address	Signature