

Guideline



Commune and
village forest
management
planning guidelines



Ministry of Agriculture and Rural Development
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Commune and village forest
management planning
guidelines

Sheelagh O'reilly

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Background

The guidelines contained within this document are those that were used for the development of the MRDP approach to Commune and Village Forest Management and Protection. A number of points should be borne in mind when looking at these guidelines:

1. This is a work in progress. Following the review for the MRDP consolidation it is clear – and will be indicated below – that a number of changes would need to be made in order for this approach to be used on a wide scale with the current resources available at District level.
2. Although initially it was planned that the work using these guidelines would be undertaken in one village in Yen Bai (Giang Cai in Nam Lanh commune, Van Chan District) and one village in Ha Giang (Nam Ty in Nam Ty commune, Huong Su Phi District) Yen Bai province expanded the trials to cover in total 8 villages in 5 communes within 4 Districts. This has led to over 6,000 ha of forest land being allocated by the Districts in Yen Bai for management by the villages under local rules and regulations.
3. Further documentation of the results of the use of these training guidelines can be found within the MRDP consolidation documentation including a detailed case study, the Provincial review from Yen Bai and results from local workshops.

Issues for further development

MRDP closed on 31 December 2001 and therefore it was not possible under the current programme to build further on the work undertaken. A number of issues have been raised during the process and review which would need to be examined by the Province if they are to utilise the method for work in a wider number of communes. It is estimated that around 100 communes in Yen Bai might have land that would be suitable for allocation to the commune and village for management under local rules and regulations. The key issues are mainly related to the process and timing of certain activities rather than to questioning the overall utility of this approach. The main issues are:

1. It is clear from the MRDP consolidation review that the current process requires too much commitment from village level people before the land has been allocated to them. To overcome this it has been suggested the process is split into two phases.

Phase I – Production of Material up to formal approval of land allocation:

- Site identification – including Provincial, District and commune agreement;
- Map and boundary agreement;
- Outline Management plan;
- Group formation and rules and regulation development;
- Letter of request from Commune to the District for land allocation
- Documentation for formal approval of allocation of land to commune/village.

Phase 2 – Detailed Management Planning following land allocation

- Participatory Management Planning
- Formal approval of detailed forest management plan by the District authorities
- Implementation and routine monitoring and evaluation
- Regular participatory review of plan and revision where necessary.

2. **There is a need to further simplify the process** – although given the need for the informal village/commune plans to be accepted by the District authorities there is a limit to the degree of simplification that is possible. What therefore may be required is much more training at village/commune level coupled with staged processes in terms of the management plan. Priority areas could be identified first and then further areas added as the capacity is built.

3. **There is a need to consider in more detail the issue of monitoring and evaluation.** For example if the initial plan puts an area into protection and natural regeneration in 5 – 7 yrs it is likely that this land would be suitable for thinning and some small timber harvesting etc. The process for agreeing amendments to the plan needs to be formalised – and if necessary relevant decisions issued.

4. MRDP has worked on a village by village basis whilst testing the approach. However in some communes with large areas of continuous – or potentially continuous – forest it is likely that it would be more effective if the **planning process was undertaken on a commune by commune basis.**

5. The **scaling up of work on commune and village forestry** will require support from both Government programmes and possibly from internationally funded projects – especially in the early stages. In order for the utilisation of these guidelines on the production of site plans there are a number of wider issues that must be considered as

part of an overall plan to support commune and village forest management and protection. The key issues are related to:

- Land policy and ability to allocate to communes/villages
- Level of knowledge of government staff concerning participatory methods and development of farmer based methods for management. An effective capacity building strategy would be required;
- Investment sources (including credit) and capital requirements – especially when looking at large watersheds e.g. to change unproductive pine plantations fulfilling a watershed function into multipurpose forests .e.g in Mu Cang Chai; or to transform bare/degraded land not used for agriculture into productive areas perhaps related to use of fodder trees/grasses to assist in the development of livestock enterprises by farmers.
- Marketing of products – timber and NTFP's from forest areas;
- Opportunities for the development of local funds for forest management through tax retention, fines etc.
- Well defined benefit sharing policies which can be easily and effectively monitored so that they do not inhibit the development of forestry at the local level under local control.

Part 1. Introduction to Forest Management and Protection Planning

The New Government Policy on Forest Management and Protection

The main Government programme on forestry in recent years has been Programme 327. This programme will soon be coming to an end, and a new 5 million hectares programme will begin.

This is a good opportunity to test and introduce improved approaches that will contribute to long term forest management and protection in the uplands.

There was a recently released a new Government Decision No. 661/QD-TTg (date 29/7/1998) on objectives, tasks, policies and organising implementation of the “Five Millions hectare New Forest Planting Project”.

In this decision, there were many new policy issues which are suitable and favourable for testing the community forest management approach such as:

- Less critical watershed forest land, being protection area and growing forestry and agriculture trees combination keeping production purpose and protection function, can be allocated as same as production forest land and issued with the land tenure certificate.
- For planting and maintaining natural generation of tree on less critical watershed forest farmers can be offered some favourable regulations such as; getting credit from national investment assistance fund, favourable terms of credit...
- The same as in production forest, it is possible to harvest timber and other forest products from plantations and natural regeneration forest in less critical watershed area without destroying their protected function and can be free circulation in the market.
- To be exempted from resource tax for forestry products harvested from natural forest that being developed from natural regeneration. Non timber products harvested from natural forest are also to be exempted from wholesale tax.

Main Features of the Commune / Village Forest Management and Protection Approach

Concept of 'Protection through Production'

The main approach will be to increase the productivity and economic value of forest to local people so they have more incentives to become active forest managers as well as maintaining healthy protective forest cover.

The government does not have sufficient funds to pay farmers to protect all forest (especially the large areas of less critical protection forest in the uplands) for an indefinite period of time. Therefore, other funding sources are needed.

The concept of 'protection through production' means that some of the income gained by farmers from forest production should be put back into forest protection at the local level.

Long term allocation / contracting of forest land

At present, in many upland areas, production forest land and forest gardens are being allocated to individual households (through green book or red book).

At present, management of most less critical and critical watershed forest land is by short term contracts between Forest Enterprise, Forest Protection or other units and individual households. Short term contracts have been used in Programme 327, MRDP and other programmes.

The new approach will include longer term contracting or allocation of less critical watershed forest land and production forest land to individual households, groups of households or other units.

The length of the contracts / allocation may vary from place to place but will generally be for 25 to 50 years.

Allocation to the community and sub-contracts to households or groups of households

Production forest and low critical watershed forest areas are allocated to local community (commune or village) by District People Committee for common protection and management.

The community then carries out long-term contracts to individual households, groups of household, associations or village based on the Forest Management and Protection Plan.

Preparation of a commune or village based 'Forest Management and Protection Plan'

The long term allocation of forest land is dependent on approval of a village or commune 'Forest Management and Protection Plan'.

The main purpose of the planning is to identify appropriate 'Local Forest Management Units' in each area based on some criteria as follows:

- + current forest type and condition
- + existing management situation
- + intended protection functions and importance
- + main timber and non-timber forest products
- + market opportunities
- + appropriate contract arrangements (to individuals, groups, village)

Improved silvicultural techniques of forest management for production and protection

Guidelines will be developed for extraction of timber and sub-products from low critical watershed forest areas in order to improve the income for forest users according to sustainable production guidelines while maintaining the protection cover.

Improved silvicultural techniques for management of plantations and natural regeneration, in both production and protection forest areas, will be needed with the following objectives:

- + to maintain optimal protection cover (multi-layer ground cover)
- + to maintain natural regeneration capacity of protection forest
- + to maximise production of non timber forest products
- + to optimise production of wood products.

Income / benefit sharing arrangements between households and community to fund forest management and protection activities

Introducing and applying the mechanism of income / benefit sharing for selected wood products between the individual users and the community.

The products selected for this, and the level of income / benefit sharing will be decided by the farmers and villages and communes.

The community share will be re-invested immediately in local forest management activities (for example, protection groups, nurseries etc.).

Programme funding for a set period of time

Funds from the programme (MRDP or HPM) will follow the new policy for 5 million hectare programme (a certain amount per hectare per year) for plantation and natural regeneration areas.

These funds will be for a limited period of time (2-5 years) after which they will be phased out. After this, it is expected that the community will fund its own forest activities in the long term.

This could include testing a new approach of Village / Commune Forest Development Funds to ensure sustainability of forest management model.

Delegating responsibility for regulation and monitoring to commune level

Responsibility monitoring implementation of the plan and regulating the utilisation of non-timber forest products and non critical timber species will be delegated to Commune level.

The Forest Management and Protection Plan should include rules and regulations for different types of 'Forest Management Unit'. These rules will be drawn up by farmers in the village.

Regulation / permits etc for high priority timber species will remain with Forest Protection.

Full participation of everyone in the community

The Forest Management and Protection Plan will be the basis for long term allocation and management of forest land.

Therefore, it is **very important that the plan takes into considerations the needs, opportunities and desires of everyone in the community**. All people should be actively involved in preparing the plan.

Technical support and training

According to requirements identified in the Forest Management and Protection Plan, technical support will be given to the community to implement its plan.

This could include carrying out studies and applied research to support the development of sustainable local forest management and

protection (e.g. on marketing, silvicultural trials etc) as required. Also training for local staff, leaders and farmers in technical and managerial topics as demanded.

Main Steps in the Commune / Village Forest Management and Protection Approach

Phase One: Developing the Overall Plan

Step 1: Commune and village meetings to introduce the concept of community forest management and protection and to discuss the preparation process.

Output:

1. Agreed time schedule
2. Select local people who will lead the planning process on behalf of the community.

Step 2: Identification and mapping of "forest management units".

Criteria for identifying forest management units:

1. **Forest condition and capacity.** Proposed to use the existing forest land use classification which divides forest land as follows:

Group 1 – Bare land (Ia, Ib & Ic)

Group 2 – Regeneration land (IIa & IIb)

Group 3 – Natural forest already exploited (IIIa1-2)

Group 4 – Primary natural forest (IV, IIIa3 & IIIb).

2. **Existing management arrangements.** For example, areas already under 327 contracts, areas already allocated to red book, areas of community managed forest, areas of spirit forest etc.

3. **Proposed contract arrangements.** That is, identification by local people of the most appropriate contract arrangements for each forest management unit (individual households, groups of households, or village).

4. **Main products.** The main timber and non-timber forest products from different areas and types of forest (both existing and potential).

Methods:

- Field mapping of forest areas with local people
- Group discussions with groups of men, women, young and old people to discuss best contract arrangements
- Identification and ranking of timber and non-timber forest products from different forest areas.

Output:

A village/commune forest management and protection map clear showing the different management units, the current condition of the forest, and proposed contract arrangements for each unit.



At this stage, these technical prescriptions do not need to be very detailed.

For example:

Management Unit:	No. 1 to 5
Condition:	(IIb) Regenerated forest after exploitation
Main products:	Bamboo and low-grade timber for local use
Contract:	Household groups (5 groups).

Overall technical prescriptions:

1. Improved thinning and management of bamboo stands
2. Thinning to encourage natural regeneration and growth of selected timber species
3. Test enrichment planting with high value species
4. Formulate guidelines for sustainable wood harvesting.

Output:

Technical prescriptions formulated for each type of forest management unit.

Step 4: Village meetings to discuss management proposals and community regulations for each category of forest management unit.

Output:

1. Agreement on proposed contract arrangements and technical prescriptions
2. Draft community regulations for each category of forest management unit.

Step 5: Compile village/commune forest management and protection plan.

Contents of the forest management plan:

1. A map identifying the different forest management units, the current condition of the forest land and proposed contract arrangements.
2. A list of the households that will be involved in each management unit (that is, contracts to individual households, groups of households or the village).
3. Overall technical prescriptions and actions for each category of forest management unit.
4. Draft community regulations for individually, group or community managed forest management units.
5. Support requested for implementation of the plan. For example, training, establishment of applied research trials, establishment of tree nurseries etc.

Step 6: Presentation and adjustment of the plan

The plan would then be presented at a meeting including commune and district Peoples Committee, DARD, forest protection representatives etc. Modifications to the plan may be required after this presentation.

Phase Two: Beginning Implementation

Step 1: Establish product / revenue sharing guidelines

These will be for wood products extracted according to technical prescriptions and agreed regulations while maintaining the forest protection cover (following the “protection through production” concept).

These will need to be fully discussed and agreed on by the whole community at village / commune meetings.

The principle is that the product / revenue will be shared between the individual or group members (say 70%) and the village / commune as appropriate (say 30%).

For new areas of natural regeneration or plantation, it may not be possible at the beginning (at the time of signing the contract in Year One) to establish detailed guidelines on the allowable extraction rate (in terms of number of stems or volume per hectare).

This could be resolved by having an interim contract period. For example:

- Year one. The contract would read:

“....future products or revenue from allowable wood extraction will be shared between the forest user and community according to the general principle of 70% : 30%”

- Year five. After re-survey of the forest area, the adjusted contract would read:

“....The allowable extraction is of 6 stems / ha / year of (names of species). This will be shared between the forest user and community on principle of 70% : 30%”.

Output:

Product / revenue sharing arrangements that are:

1. Agreed by the whole community
2. Based on sound technical estimates of allowable extraction.



Carry out forest land allocation Arrangements:

1. Forest management units in the communes (Production and low critical watershed forest areas identified during planning) will be allocated to the Communal People Committee or local community by District People Committee to ensure fulfilment of the village / commune forest management plan.
2. Individual contracts made between local community and individual households, groups of households or the village as specified in the management plan and witnessed by the communal People Committee.

Duration of the contracts with forest users:

Clearly specified: 5, 10, 20...50 years as appropriate. It may be appropriate to have an "interim" contract period (say 5 years) after which the situation of the forest areas will be reviewed.

Contracts should not be tied to availability of programme funding which will only last a short time. MRDP will last until year 2000, but sustainable forest management requires long term stable contracts.

Terms:

Clearly indicating the rights and responsibilities of both parties based on forest law and regulations. For example:

Responsibilities:

Communal People's Committee and Village Community

- To respond to requests from farmers/village for advice, support, conflict negotiation
- To approve and oversee implementation of the village forest plans
- To liaise between commune and district for supply of advice

Forest Users (households, groups of households, village)

- To guarantee protection of the forest area for the duration of the contract.
- To utilise the area according to the specified technical prescriptions without violating the protection purpose.

Rights:

- a) Communal Peoples Committee and local community....
- b) Forest User (households, groups of households, village)
 - Non-timber forest products
 - Product / revenue sharing arrangements and allowable extraction rate for wood products.

Output:

Signed contracts with individual households, groups of households or the village according to the forest management plan.

Step 3: Establish funding arrangements and regulations for village / commune for community forest management

Sources of funding

- Money for protection from the government (or project)
- Money for planting from the government (or project)
- Agreed share of product/revenue sharing arrangements for the community
- Credit from favourable funding sources
- Other outside sources of funding.

The level of funding from government/project for planting and protection of critical watershed forests will follow new regulations of the government for the 5 million hectare programme (Decision No 661 QD/TTg date 29/7/1998). The model villages which are not including in this program will not get funding from the government so that these villages can get the initial support from MRDP projects for establishing this fund.

The money from community forest management fund could be used for individual or group forest protection activities, or for forest related activities such as: Establishing locally run tree nurseries, support to small scale forest product processing and marketing activities...

External (project / government) funding would be phased out after Year 5, after which financing forest management activities would be fully covered by the local community.

Regulation for Village / Commune Forest Development Funds

Test and establish a system of Village / Commune Forest Development Funds where appropriate. Experimentation will be required to find out how these should operate. It may not be possible to set them up in Year One, but will be essential to the long term sustainability of the model.

Transparent regulations on the utilisation of different sources of funds will also need to be composed and get approval by all members of the community. Including

- Responsibility of persons managing funds
- Allowances for protection groups
- Spending on different activities
- The level of product / revenue sharing arrangements
- The type and level of rewards and fines.

d protection

Proposed organisation

- People Committee of the commune assigns one staff to take responsibility on forest development .
- Village Management Groups should oversee implementation of the forest management and protection plan.
- Forest protection groups in each village as required.

Step 5: Technical support activities as required by the forest management plan.

Including:

- Circulation of laws and government policy on forest development to improve the understanding of the local people.

- Training in management skills for staff in district, communal and village levels.
- Training technical skill (forest planting, tending and harvesting) for local staff and farmers.
- Carry out detailed forest inventory in order to develop silvicultural guidelines for different types of forest unit.
- Design and carry out applied research and building model on forestry and agro-forestry production.
- Carry out markets studies on selected products that have high value.

Part 2. Identification and Survey of Forest Management Units

Introduction

The first stage in making the Village Forest Management and Protection Plan is to make a map and a brief survey of the different types of forest and forest land in the village. The purpose of this is to identify Local Forest Management Units that will require different types of management in the future.

This will involve three main steps and activities, as follows:

- ***Step One: Classify and Map Different Types of Forest in the Village***

Activity 1: Classifying different types of forest in the village

Activity 2: Making a baseline forest map of the village

Activity 3: Preliminary selection of forest areas to include in the village plan

- ***Step Two: Survey of Forest Areas***

Activity 1: Assessment of forest condition

Activity 2: Assessment of main tree species and natural regeneration status

Activity 3: Assessment of protection functions and importance

Activity 4: Assessment of timber and non-timber forest products

Activity 5: Assessment of forest user groups

Activity 6: Current silviculture management techniques

- ***Step Three: Identification of Forest Management Units***

Activity 1: Summary profile of local forest management units

Activity 2: Village Meeting

Step One: Classify and Make a Map of the Different Types of Forest in the Village

➤ Activity 1:

Classification of the different types of forest in the village

Method:

Small group discussions – Key informants, local leaders, forest management planning team.

Objectives:

To make a classification of all the different types of forest in the village. This should be based on the local classification of different types of land (including traditional forest management practices and local names for different areas etc.).

It is very important that this classification is as detailed as possible. For example, don't just refer to areas of "protection forest" or "production forest".

The type of criteria to think about in making the classification may include:

- Type of forest
- Main tree species
- Main timber and non-timber products
- Condition of forest
- Current land use
- Traditional forest management practices in the village.

Make a summary table listing the different types of forest and the main characteristics of each area.

The table on the next page can be used as an example to help you to identify the different types of forest.

Example

Type of Forest	Criteria
Grassland or bare land	<ul style="list-style-type: none"> • No trees. • Maybe special livestock grazing areas • Maybe bare land with no current use
Bare land with scattered trees and bushes	<ul style="list-style-type: none"> • Scattered trees, bushes and herbs • Maybe grazing land or fallow land
Land with forest plantation	<ul style="list-style-type: none"> • Forest plantations of different species and different ages • Different types of management (household and mass association)
Natural regeneration forest after cultivation	<ul style="list-style-type: none"> • Natural regeneration after crop cultivation
Natural regeneration forest after cutting trees	<ul style="list-style-type: none"> • Natural regeneration after cutting forest
Poor / medium condition natural Forest	<ul style="list-style-type: none"> • Over 70% tree cover • Few different kinds of species • Only low value timber species
Good condition natural Forest	<ul style="list-style-type: none"> • Over 70% tree cover • Old growth forest • Rich in many different kinds of herb and species • High value timber species
Pure bamboo plantation	<ul style="list-style-type: none"> • Areas with over 80% bamboo • Maybe managed bamboo forest for production • Maybe unmanaged bamboo forest
Mixed wild bamboo forest with other species	
Sacred forest	<ul style="list-style-type: none"> • Community managed forest areas • Rich in different kinds of species • Limited use of minor forest products
Forest gardens	
Commercial tree crops	

➤ **Activity 2:**

Make a Baseline Village Forest Map

If one is available, a commune or village land use planning map (scale 1:10,000) should be used to make the baseline map. The baseline map should show the following information:

- Where the settlements are located
- Boundaries of the village / commune
- Major natural features such as rivers, ponds, hills, rock outcrops and their names

- Village infrastructure – roads, paths, schools
- Main agricultural land areas.

Then locate and draw the boundaries of the different types of forest area on the base map as identified in the previous activity.

Give a code to identify each type of forest clearly. This classification forms the basis for the “Forest Management Units”.

Several copies of the base map should be made so they can be used in the fieldwork as well as in making the final plan.

Discussion Point !

It is important at this stage to identify areas of forest land that are used by people living outside the village or commune. These may be farmers from neighboring villages or people from outside the area.

Also identify places where there may be some disagreement on the boundaries or uses of different areas of forest land.

These situations will need to be carefully discussed during the forest management planning exercise.

➤ **Activity 3:**

Preliminary selection of forest types and areas to include in the Village Forest Management and Protection Plan

Method:

Group discussion: Local leaders and key informants

The village leaders and key informants should initially propose which types and areas of forest they want to include in the plan.

It may turn out that all forest types should be included. On the other hand, there may be some areas which can be excluded because they are already under long term management (for example, forest gardens that have been allocated to individual households).

This preliminary selection will be presented to the whole village at the first village meeting to discuss the planning activities (on second day). The selection may then be adjusted according to local opinion.

Step Two: Survey to Identify Different Local Forest Management Units

Objectives:

The objectives of the survey are as follows:

- Firstly, to make an assessment of the current condition of each type of forest area.
- Secondly, to make an assessment of the protection functions and importance of each type of forest area.
- Thirdly, to make an assessment of the most important timber and non-timber forest products from each type of forest area.
- Fourthly, to identify appropriate “Forest Management Units” within each type of forest area that will form the basis of the Village Forest Management and Protection Plan.

Methods:

This survey should be carried out in each type of forest area selected for the forest management plan.

For each type of forest, several sites should be visited to collect the information. Use your best judgement on the number of sites needed according to the size and diversity of the forest area. For example

- A large area of natural forest with a lot of different species and variable conditions will need more survey sites.
- A smaller area of household forest plantations with one or two tree species will need fewer survey sites.

Please note that the survey methods are slightly different depending on whether you are working in established plantations areas, areas for new plantations, natural regeneration areas or natural forest areas.

Activity One: Assessment of Forest Condition
Fopr natural forest areas, natural regeneration areas, bare land areas

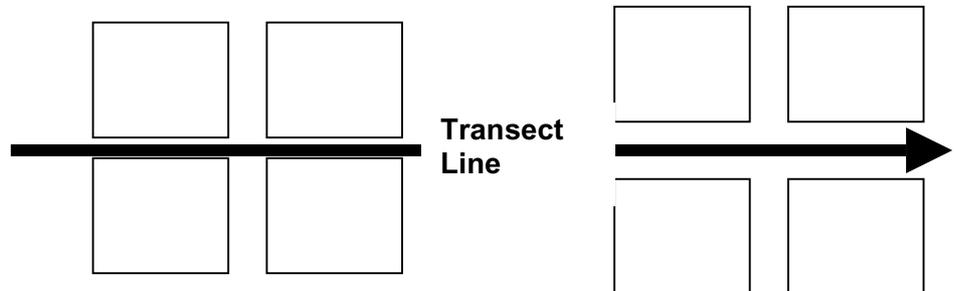
Type of Forest:		Site Number:
1. Age of forest		
Old & mature Forest	Immature forest	Bare land or young natural regeneration
2. Amount of tree canopy cover		
Under 25%	25 to 75%	Over 75%
3. Natural regeneration of tree species		
Abundant over whole area	Scattered	None or very little
4. Amount of weed invasion		
Low	Medium in places	High
Type of weeds		
5. Amount of livestock grazing pressure		
Low	Medium	High

Additional comments:

Activity One: Assessment of Forest Condition For existing forest plantation areas		
Type of Forest:		Site Number:
1. Age of forest plantation		
Date planted: Dates replanted:		
2. Survival rates		
Low 25%	Medium 25 to 75%	High 75%
3. Natural regeneration of tree species (all plantation and natural species)		
Abundant over whole area	Scattered	None or very little
4. Amount of weed invasion		
Low	Medium in places	High
Type of weeds		
5. Amount of livestock grazing pressure		
Low	Medium	High

Additional comments:

1. Make a transect walk through the forest area. At different intervals (ever 100m) stop and make an assessment of the main tree species and natural regeneration at that point.
2. For natural regeneration this can be done by measuring 4 small plots (each 2m X 2m) at each assessment spot.



3. Count the number and name of seedlings and shrubs in these areas, and make an overall assessment for the forest area:
4. The plots should be selected to be representative of the general forest condition.

Activity Three: Assessment of Protection Objectives <i>All areas</i>			
Type of Forest:		Site Number:	
1. Degree of slope			
Flat / shallow	Moderate	Steep –very steep	Variable
2. Extent of ground cover vegetation			
Bare ground	Scattered / patchy	Full ground cover	
3. Protection functions (please tick boxes)			
<input type="checkbox"/> Protecting steep slopes and hill tops <input type="checkbox"/> Protecting settlement areas <input type="checkbox"/> Protecting water sources and streams <input type="checkbox"/> Protecting river banks <input type="checkbox"/> Others (please specify)			
4. Overall ranking of protection importance			
Low	Medium	High	

Additional Comments:

Activity Four: Assessment of Timber and Non-timber Products <i>All areas</i>				
Type of forest:			Site number:	
Product	Name of Species	Abundance Low Medium High	Currently Harvested Yes No	Harvested by Who Women Men Outsiders
Fuelwood				
Timber				
Poles				
Paper				
Bamboo, Rattan, Other fibres				
Fruits				

Activity Four: Assessment of Timber and Non-timber Products <i>All areas</i>				
Product	Name of Species	Abundance Low Medium High	Currently Harvested Yes No	Harvested by Who Women Men Outsiders
Grasses & Palms				
Honey				
Medicinal Herbs				
Other Products				

Additional comments:

Activity Five: Assessment of Forest User Group
All areas

Type of Forest:		Site Number:	
Forest User <i>Main Product</i>	Direct beneficiary & household use	Indirect beneficiary & market sale	Outsider Use

Activity Six: Current Silviculture Management Techniques		
Type of Forest:	Site Number:	
Silviculture Management Technique	Yes	No
1. Establishing new plantation		
2. Enrichment planting in existing forest		
3. Thinning out old or dead trees		
4. Pruning and cutting fuel wood		
5. Clearing ground vegetation		
6. Clearing bamboo thickets		
7. Cutting fire breaks / fire patrols		
8. Regular protection patrols		
9. Others		

Ideas for future management:

-
-

Step Three: Identification of Local Forest Management Units & Village Meeting

➤ **Activity 1:**

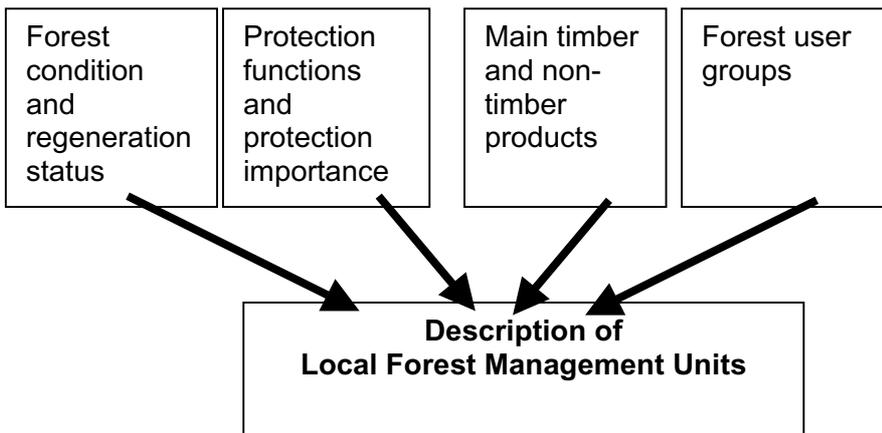
Summary Description of Local Forest Management Units

Method:

Group discussion of fieldwork team and key informants

Purpose:

After you have finished the survey at several sites in each type of forest area, the information should be reviewed and summarised. The purpose of this is to make a more detailed profile of the different Local Management Units within each type of forest. As follows:



Please Note !

At this stage it will probably be necessary to divide the different forest areas into several small Local Forest Management Units according to different conditions, protection functions, products and user groups.

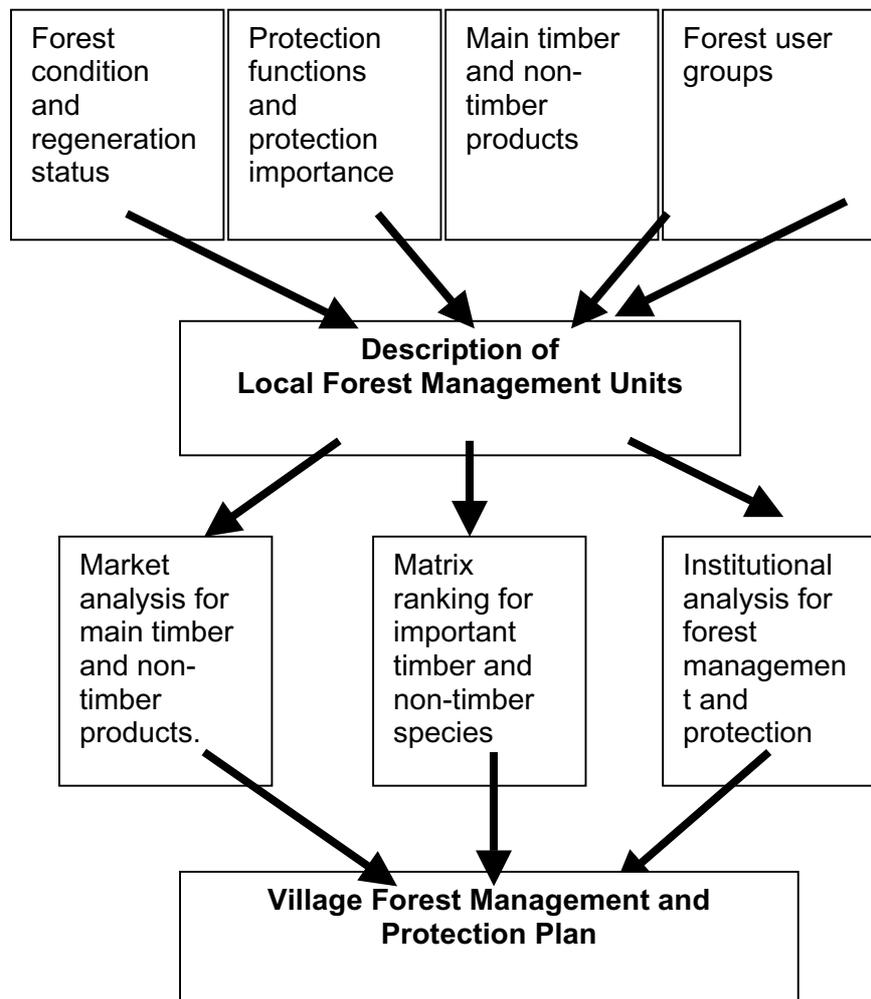
After you have completed this exercise, re-draw the Village Forest Map to show the adjusted Forest Management Units.

1. To present the village forest map.
2. To present the classification of Local Forest Management Units and the results of the field survey.
3. To get comments and ideas from the villagers on forest management activities before the draft Village Management and Protection Plan is made.

Part 3. Preparing the Village Forest Management and Protection Plan

Introduction

After the survey and map of the Local Forest Management Units has been completed, the next step is to make the Village Forest Management and Protection Plan.



Step One: Market Analysis (Marketing Map)

Method:

Group discussion exercise with a group of Key Informants including both men and women.

1. Make a list of the main timber and non timber forest products as identified through the field survey.
2. Draw a market map showing the different local and long distance markets for these products.
3. Make an assessment of market prices for different products at different markets.
4. Discuss the results and make a set of main recommendations regarding future needs and opportunities for development of markets for village forest products.

Step Two: Species Analysis (Matrix Ranking)

Method:

Group discussion exercise with a group of Key Informants including both men and women.

1. Make a list of the main timber and non-timber species that grow well in the area based on the results of the field survey.
2. Ask the key informants to suggest criteria for making a comparison between these species.
3. Make a ranking (1 to 10) of the different species according to the proposed criteria.
4. Discuss the results and make a set of main recommendations regarding future needs and opportunities for species selection, and technical management aspects.

Step Three: Institutional Analysis

Method:

Group discussion exercise with a group of Key Informants including both men and women.

1. Make a list or diagram showing the different organisations and people that are in some way connected to forest management and protection. This should include organisations within the village and commune as well as external district, province or other organisations.

2. Make a table showing the present and proposed future roles and responsibilities of these local and external organisation with respect to the main types of forest management units identified during the field survey.

Forest Management Matrix

Forest Management Unit				
Organisation				

Step Four: Compiling the Village Forest Management and Protection Plan

The Village Forest Management and Protection Plan is made by compiling the information and ideas from the field survey and the analysis of markets, species, and institutions.

Contents of the forest management and protection plan

6. A Village Forest Management and Protection Map identifying the location of different Local Forest Management Units that will be included in the plan.

7. For each **Local Forest Management Unit:**

- The main objectives of management.
- Current condition the forest.
- List of the households that will be involved in management.
- Proposed allocation / contracting arrangements.
- Proposed technical options for management.
- Draft community regulations for management.

8. Additional **support requested** for implementation of the plan. For example, training, establishment of applied research trials, establishment of tree nurseries etc.

Village Forest Management and Protection Plan	
Village: Commune: District:	
Local Forest Management Unit: Map Code No: Total Area:	
1. Main objectives of management	
2. Number & area of sub-units	
Number 1) 2) 3) 4) 5) 6) 7)	Area Map Code
3. Protection Ranking <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low	<i>Main Protection Functions</i> • • • • •
9. Main timber and non-timber forest products	

6.2 Trials and Follow-up Studies

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6.3 Protection Activities

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7. Proposed Training Requirements

8. Proposed Community Regulations for Management Unit

9. List of Households / Groups of Households / Protection Groups Involved in Management of Forest Unit