ABOUT THIS DOCUMENT

1. Intended Audience of this Document

1. Supervisors, planners and implementers of joint forest management programs.
2. Heads of Provincial Forestry and Agricultural Sections
3. Heads of District Agriculture and Forestry Offices
4. District Agriculture and Forestry Extension Officers.

2. Explanation of "Component"

The "joint forest management component" is one part of the participatory village development and sustainable land use system. This component document contains information on recommended processes, procedures and methods for two joint forest management models (Model 1 and Model 2) in villages which have commercial production forests within their boundaries.

3. Purpose of this Document

- To explain the joint forest management procedures and methods developed in target villages in the Dong Kapoh State Production Forest in Savannakhet Province.
- To make information available for personnel involved in joint forest management work.
4. Information provided in this Document

- The objectives of joint forest management method development activity.
- End-users and beneficiaries of the procedures and methods.
- Detailed description of the key joint forest management stages and procedures for both Model 1 and Model 2.
- Discussion on the gender responsiveness of joint forest management procedures and methods.
- Monitoring and evaluation methods for joint forest management activities.
- Experiences, lessons learned and recommendations from joint forest management method development activities.
- Additional supporting documentation regarding joint forest management.

GLOSSARY OF TERMS AND ACRONYMS

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Full Form</th>
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<tr>
<td>DAFO</td>
<td>District Agriculture and Forestry Office</td>
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<td>DOF</td>
<td>Department of Forestry</td>
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<td>FIPC</td>
<td>Forest Inventory and Planning Centre</td>
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<td>FRC</td>
<td>Forest Research Centre</td>
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<td>JFM</td>
<td>Joint Forest Management</td>
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<td>JFMA</td>
<td>Joint Forest Management Association</td>
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<td>LUP/LA</td>
<td>Land Use Planning and Land Allocation</td>
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<td>NTFPs</td>
<td>Non Timber Forest Products</td>
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<td>PAFO</td>
<td>Provincial Agriculture and Forestry Office</td>
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<td>PFO</td>
<td>Provincial Forestry Office</td>
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<td>SPF</td>
<td>State Production Forest</td>
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<tr>
<td>PVD&amp;SLUS</td>
<td>Participatory Village Development and Sustainable Land Use System</td>
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<td>VRMDC</td>
<td>Village Resources Management and Development Committee</td>
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1. INTRODUCTION

The Joint Forest Management (JFM) component is one of four in the participatory village development and sustainable land-use (PVD&SLU) system. The general description of the PVD&SLU system should be read in conjunction with this document as it explains how the JFM component links and complements the other three components: "land use planning and land allocation", "research", and "participatory extension".

2. OBJECTIVES OF JOINT FOREST MANAGEMENT

To develop procedures, methods and tools which involve villagers in the sustainable management of State Production Forests (SPF) and the village forests.

3. END USERS AND TARGET BENEFICIARIES

3.1 End Users

The Forestry Research Centre (FRC) and the Forest Inventory and Planning Centre (FIPC) and the Department of Forestry (DOF) have an interest in the procedures because of sustainable forest management activities in JFM.

The National University and the "forestry schools" have an interest in the JFM procedures and sustainable forest management activities as practical field examples to improve their curriculum.

The Provincial Forestry Section (PFO) staff need to understand and have practical experience with the procedures, methods, and tools in order to co-ordinate, assist, and supervise District staff.

Staff of the District Agriculture and Forestry Office (DAFO) and other relevant district agencies involved in the JFM implementation at village level need to understand and have practical experience with the procedures, methods, and tools in order to coordinate, assist, and supervise work in villages.

Village JFM Board/Committees and Village Organisations use the methods and tools when implementing JFM activities Regional Training Centre (RTC) staff also need to understand and have practical experience with the procedures, methods, and tools in order to provide specialist training for implementing staff Projects or donors supporting activities in JFM villages.

3.2 Target Beneficiaries

The main beneficiaries are the nation, province, district, and village communities. Within the village the beneficiaries are village groups, village families and individuals (men and women).

4. DETAILED DESCRIPTION OF THE JFM TOOLS

The program has developed and tested an approach that has two primary tools: JFM model 1 (M1) and JFM model 2 (M2).

There are two pre-requisites for JFM Model implementation in a particular village:
1. The village has part of or an entire SPF area in its traditional village territory;
2. The SPF area has been delineated and a long-term sustainable forest management plan for the SPF has been devised and approved as per the system developed by FIPC in 1992.

The JFM models consist of a contractual partnership for sustainable forest management between the Government or State and a village. They are built upon the existing forest management plan of the State Production Forest (SPF), which clearly determines the forestry operations to be undertaken. The contents of the contractual partnership differ between the two models. Three parties, namely the Provincial Agriculture and Forestry Office (PAFO), DAFO, and a specific village organisation, sign the contracts. These describe the rights and responsibilities of each party in terms of the arrangements made for:

- Sharing responsibilities in the management of the SPF and the benefits from selling logs among the partners;
- Sustainably managing the village forests outside the SPF in line with the land use plan developed through the land use planning and land allocation (LUP/LA) process and;
- Facilitating the implementation of an integrated village development plan.

The 5 stages and procedures of JFM implementation are as follows:

<table>
<thead>
<tr>
<th>STAGES</th>
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<td>1. Contractual arrangement for JFM implementation</td>
<td>1. Village organisation for JFM implementation</td>
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<td>2. Village JFM organisation support system</td>
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<td>4. Integrating JFM contracts into the village development cycle</td>
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<td>5. Village forest management planning and implementation</td>
<td>1. Understanding the traditional systems of resources use and management</td>
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<td>2. Village socio-economic assessment</td>
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<td>3. Village forests assessment and inventory</td>
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<td>5. Developing the village forest management plan</td>
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<td>6. Submission of the village forest management plan for approval</td>
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<td>7. Plan implementation</td>
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Each stage is presented much in the order in which it should be implemented when initiating the JFM model in a particular village. However, the order can be modified because in reality some stages will be implemented concurrently.

Within each stage are a series of procedures, tasks, and activities. These too, follow much the order in which they are undertaken however they are not fixed. Once JFM implementation has started, some of the
procedures will have to be implemented on a continuing annual basis such as in stages 2, 3, 4, 5, and 7.

The stages and procedures in JFM Model 1 and 2 are the same. However the activities and tasks differ. Differences lie in the allocation of responsibilities and ownership of the process when implementing the various procedures.

4.1. Tool 1: Joint Forest Management Model 1

In JFM Model 1 (M1), the full rights and responsibilities to implement the SPF management plan are contracted to a village. These rights include logging, the sale of logs and/or processing logs and selling sawn timber. In exchange for these rights, the village should commit itself to protect the SPF area and, in accord with official regulations, pay royalties and other taxes to the Government based on logged volume of timber.

In addition to implementing the management plan of the SPF, villagers also have full rights to manage their own village forests for which separate management plans are developed with the support of the PAFO and DAFO. Support from DAFO is also given to the forest and agricultural land use planning and allocation process.

In order to implement its contractual responsibilities, the village organises itself into a JFM Association (JFMA) represented by a JFMA board whose members are elected.

All of the profit from the management operation goes to the JFMA, which later on is used for annual forestry operations and administration and for the facilitation of the implementation of the integrated village development plan.

Description of the stages in M1 implementation

Stage 1: Contractual Arrangement for JFM Implementation

Procedure 1: Village organisation for JFM implementation.

Step 1. Presenting JFM concept
Step 2. Introductory village workshop
Step 3. JFMA workshop
Step 4. Document preparation
Step 5. Establishment of the JFMA and selection of the JFMA Board

Procedure 2: Contractual arrangements

Step 1. Participatory elaboration of the contracting parties roles and responsibilities
Step 2. Participatory elaboration of the support system tasks
Step 3. Participatory elaboration of the timber revenue sharing system
Step 4. Drafting the forest protection contracts
Step 5. Signing of the forest protection contracts

Stage 2: Village JFM Organisation Support System

Procedure 1: Development of mechanisms to support village JFM activities

Step 1. Establishing arrangements for financial start up/initial support to logging activities (first year)
Step 2. Developing guidelines for DAFO support to and planning for village activities
Step 3. Developing a system for monitoring DAFO and JFM board activities

Procedure 2: Village level financial management

Step 1. System for accounting and financial management
Step 2. Mode of payments and of implementation of logging revenue distribution
Procedure 3: Training support

Step 1. Training needs assessment among JFMA board members assigned to different functions and tasks.
Step 2. Training needs assessment among all JFMA members and staff in performing different forestry operations.
Step 3. Identification of appropriate institutions to support and provide training
Step 4. Formal and informal training implementation

Stage 3: Joint Implementation of the SPF Management Plan

Procedure 1: Implementation of forestry operations following the management plan prescriptions

Step 1. Pre-logging survey
Step 2. Elaboration of cutting volume
Step 3. Tree marking survey
Step 4. Harvesting
Step 5. Enrichment planting
Step 6. Forest protection
Step 7. Periodic review of management inventory and long-term harvesting plans

Procedure 2: Joint implementation of log sales

Step 1. Application for cutting quota
Step 2. Bidding
Step 3. Log sale

Stage 4: Integrating JFM contracts into the village development cycle

In a JFM village, the management activities in the SPF are not conducted in isolation from the management of natural resources located outside the SPF. In order to mainstream the JFM contracts into the village development cycle, linkages are established with two other components of the PVD&SLU, namely: Land Use Planning and Land Allocation and Extension.

1. Land Use Planning and Land Allocation

The procedures and methods that are applied when undertaking LUP/LA in a JFM village are presented in the description of the Land Use Planning and Land Allocation component as well as in the draft Forest-Land Classification, Land-Use Planning and Land Allocation Regulations (Articles 17, 18, 34, 41).

In JFM villages one additional specific procedure is added during stage 2 (village boundary delineation and land use zoning). This procedure consists of a rapid nontimber forest products (NTFPs) assessment that identifies NTFP collection patterns and uses of men and women in the various zones delineated within the village. It also identifies the customary rules and by-laws existing in the village for forest and forest products uses and management in order to incorporate them in the Village Forest and Agricultural Land Management Agreement.

LUP and LA implementation at village level provides an entry point for the development of village forest management plans. (Stage 5).

2. Participatory Extension

The procedures and steps used in this stage are described in the Extension component documentation. Two main aspects are considered:

- Identifying ways of integrating village JFM contract activities (SPF management, VF management, financial management, etc.) into the village development plan and the annual activity plan.
- Identifying, using participatory methods, the village development activities that will be funded using funds generated from village JFM operations.

Stage 5: Village Forests Management Planning and Implementation
Procedure 1: Understanding traditional systems of resources use and management

Step 1. Familiarisation with village conditions and building rapport between field staff and villagers
Step 2. Recognising villager perceptions, needs and dependencies on forests resources
Step 3. Identification of conflicts existing in forest resources use and management

Procedure 2: Village socio-economic assessment

Step 1. Preparation for field work
Step 2. Field data collection
Step 3. Data summary

Procedure 3: Village forest assessment and inventory

Step 1. Preparation for field work
Step 2. Field data collection
Step 3. Management of field work
Step 4. Data summary

Procedure 4: Reporting

Step 1. Data analysis and summing-up
Step 2. Preparing report

Procedure 5: Developing the village forest management plan

Step 1. Identifying stakeholders
Step 2. Setting objectives
Step 3. Designating village forest management units
Step 4. Identifying management options
Step 5. Deciding on management prescriptions
Step 6. Writing and presenting a general plan for management of the village forests
Step 7. Final revision of the plan

Procedure 6: Submission of the village forest management plan for approval

Step 1. Preparation of necessary documents for application to the relevant authorities
Step 2. Procedure for getting approval for plan implementation

Procedure 7: Plan implementation

To date the development of this step is still to be consolidated.

4.2. Tool 2: Joint Forest Management Model 2

In JFM Model 2 (M2), the full rights and responsibilities to implement the SPF management plan are in the hands of PAFO representing the Government or State. These include the rights to conduct logging and sell logs and/or process logs and sell sawn timber. PAFO contracts the protection responsibilities of the SPF to the village. In exchange for these responsibilities, the villagers are hired to undertake logging related operations and paid a protection fee. PAFO pays royalty and other taxes to the Government, in accord with official regulations, based on logged volume of timber.

In addition to implementing the management plan of the SPF, villagers have also full rights to manage their own village forests for which separate management plans are developed with the support of the PAFO and DAFO. Support from DAFO is also given to the forest and agricultural land use planning and allocation process.

In order to implement its contractual obligations, the village forms a Village Resources Management and Development Committee (VRMDC). The committee manages the forest protection and logging activities as
well as the village development fund into which the province transfers the protection fee.

**Description of the stages in m2 implementation**

**Stage 1: Contractual Arrangement for JFM Implementation**

Procedure 1: Village organisation for JFM implementation.

Step 1. Presenting JFM concept
Step 2. Introductory village workshop
Step 3. Formation of the VRMDC

Procedure 2: Contractual arrangement

Step 1. Participatory elaboration of the contracting parties roles and responsibilities
Step 2. Participatory elaboration of support system tasks.
Step 3. Participatory elaboration of the timber revenue sharing system
Step 4. Drafting the forest protection contracts
Step 5. Signing of the forest protection contracts

**Stage 2: Village JFM Organisation Support System**

Procedure 1: Development of mechanisms to support village JFM activities

Step 1. Developing guidelines for PAFO and DAFO to support and plan village activities
Step 2. Developing a monitoring system for DAFO and VRMDC activities

Procedure 2: Village level financial management

Step 1. System for accounting and financial management
Step 2. Mode of payments and implementation of logging revenue distribution

Procedure 3: Training support

Step 1. Training needs assessment among VRMDC members assigned for different functions and tasks.
Step 2. Training needs assessment for villagers and staff in performing different forestry operations.
Step 3. Identification of appropriate institutions to support and provide training
Step 4. Formal and informal training implementation

**Stage 3: Joint Implementation of the SPF Management Plan**

Procedure 1: Implementation of forestry operations following the management plan prescriptions

Step 1. Pre-loggin survey
Step 2. Elaboration of cutting volume
Step 3. Tree marking survey
Step 4. Harvesting
Step 5. Enrichment planting
Step 6. Forest protection
Step 7. Periodic review of management inventory and long-term harvesting plans

Procedure 2: Joint implementation of log sales

Step 1. Application for cutting quota
Step 2. Bidding
Step 3. Log sale

**Stage 4: Integrating JFM into the village development cycle**

In a JFM village, the management activities in the SPF are not conducted in isolation from the management of
natural resources located outside the SPF. In order to mainstream the JFM contracts into the village development cycle, linkages are established with two other components of the PVD&SLU, namely: Land Use Planning and Land Allocation and Extension.

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In JFM villages one additional specific procedure is undertaken during stage 2 (village boundary delineation and land use zoning). This procedure consists of a rapid NTFPs assessment that identifies the NTFP collection pattern and uses of men and women in the various zones delineated within the village. It also identifies the customary rules and by-laws existing in the village for forest and forest products uses and management in order to incorporate them in the Village Forest and Agricultural Land Management Agreement.

LUP/LA implementation at village level provides an entry point for the development of village forest management plans. (Stage 5).

2. Participatory Extension

The procedures and steps used in this stage are described in the Extension component documentation. Two main aspects are considered:

- Identifying ways of integrating village JFM contract activities (SPF management, village forest management, financial management, etc.) into the village development plan and the annual activity plan.
- Identifying, using participatory methods, the village development activities that will be funded using funds generated from village JFM operations.

Stage 5: Village Forests Management Planning and Implementation

Procedure 1: Understanding traditional systems of resources use

Step 1. Familiarisation with village conditions and building rapport between field staff and villagers
Step 2. Recognising villagers perceptions, needs and dependencies on forests resources
Step 3. Identification of conflicts existing in forest resources use and management

Procedure 2: Village socio-economic assessment

Step 1. Preparation for field work
Step 2. Field data collection
Step 3. Data summary

Procedure 3: Village forests assessment and inventory

Step 1. Preparation for field work
Step 2. Field data collection
Step 3. Management of field work
Step 4. Data summary

Procedure 4: Reporting

Step 1. Data analysis and summing-up
Step 2. Preparing report

Procedure 5: Developing the village forest management plan

Step 1. Identifying stakeholders
Step 2. Setting objectives
Step 3. Designating village forest management units
Step 4. Identifying management options
Step 5. Deciding of management prescriptions
Step 6. Writing and presenting a general plan for the management of the village forests
Step 7. Final revision of the plan

Procedure 6: Submission of the village forests management plan for approval

Step 1. Preparation of necessary documents for application to the relevant authorities
Step 2. Procedure for getting approval for plan implementation

Procedure 7: Plan implementation

To date the development of this step is still to be consolidated.

5. GENDER RESPONSIVENESS

The gender approach taken during JFM implementation is one that ensures that JFM activities are not detrimental to and will benefit all social groups in the village. The tasks and activities are developed with a view to ensuring a large participation from all in the village community.

- Women and other social groups such as youth and village elders are encouraged and motivated to attend JFM related meetings
- Distribution of logging related work (inventory, logging, nursery, etc.) is shared among all villagers and all groups within the village
- Women and men receive the same salary for similar work
- Women and other social groups are represented in the village JFM organisation
- All villagers and all groups within the village benefit from village development activities supported with JFM generated money
- Specific income generating activities for women are promoted with JFM generated money
- Women and other social groups are invited to take part in specific training activities: study tours and training
- Training on gender issues is given at village level to raise awareness on these issues and to open a forum for discussion
- Separate meetings for women and for men are held to capture the gender specific knowledge on natural resources use and management e.g.: NTFPs rapid assessment
- Implementing staff members are encouraged through training to have a positive attitude and a specific approach towards all social groups including women
- Field forms for activities involving both men and women are designed so as to present sex-disaggregated data

6. MONITORING AND EVALUATION

6.1 Purposes of monitoring

The monitoring activities provide a basis for future plans as they identify successes and failures of JFM activities as well as the areas where corrective actions need to be taken.

6.2 Types of monitoring

Five levels of monitoring should be considered when implementing JFM models:

1. SPF management plan and village forests management plan level
   - How effective are the prescriptions of the plans being implemented?

2. JFM activities level
- How effectively are PAFO, DAFO, and the village implementing the JFM activities?

3. Impacts of JFM activities level

- What are the social and economic effects of JFM activities at village, district, and provincial levels?
- What effects are the management plan prescriptions having on the forests?

4. Mid-term and end-of-program model development evaluations

- What progress is being made with JFM model development?

5. Staff and village adoption of JFM procedures and methods

- The extent to which the methods for implementing JFM activities are being adopted by the PAFO, DAFO, and the village?

6.3 Monitoring Procedures and Methods

To this point limited effort has been put into the development of monitoring procedures and methods. The main experiences have been with activity monitoring and longer term evaluations.

Activity monitoring

Activities have been geared towards informal record keeping and regular management visits in order to monitor the implementation of JFM activities. These include:

- Village JFM organisation
- Contractual arrangements
- Development of mechanisms to support village JFM activities
- Village financial accounting and management
- SPF management plan implementation
- Log sales
- Logging revenue distribution
- Benefit sharing

Mid-term and final model development evaluations

Special independent evaluation studies to assess progress with model development were conducted. These were undertaken by Lao forestry consultants and were facilitated by project, provincial and district staff. These evaluations led to a critical analysis of the field work and allowed the review of procedures, methods and tasks where it was needed. Examples of these adjustments are:

- The contractual arrangements for both models were thoroughly reviewed mid-way through the programme subsequent to the mid-term evaluation.
- Annual, quarterly, and monthly staff activity plans were adjusted in accord with field reality.

7. EXPERIENCES, LESSONS LEARNED AND RECOMMENDATIONS

1. Village JFM organisation should be linked to the existing Village Committee

When initiating model 1 activities a JFMA board was established through an election process. The JFMA board was independent from the administrative village committee. Soon conflicts of authority and power arose between the JFMA board and the village committee. The main reasons were:

- Members of the JFMA board received a monthly salary whereas only the Village Head on the Village Committee was paid
- The board had important financial responsibilities while members of the village committee did not
- The board would receive more attention than the Village Committee from the supporting staff because
of the focus on JFM activities
- The board was making direct decisions without always agreeing with the village committee.

The conflict worsened and activities came to a standstill. The conflict was resolved by a decision to integrate both structures. All members of the village committee are members of the JFMA board and some additional members (needed to complete all the tasks assigned to the board) are elected by the JFMA.

In model 2, the VRMDC is also integrated into the village committee structure.

2. Villages have processes for equitably distributing the logging related work among the various members of the community

When implementing the logging related work, the village distributes the work equitably within the village community. The division of work is built upon village units, ("nouai") within which a certain number of households are grouped. More work is allocated to units with more households resulting in an equitable distribution of the revenues generated by logging related work within the community.

3. JFM implementation leads to an increased awareness of the importance of forest resources and improved forest protection

Monitoring revealed that within a few years of initiating JFM activities in a village, there is an increased awareness among villagers and village decision makers about the importance of forest resources and their protection, low impact logging and plantation practices, and village responsibilities in managing the forests. When all the JFM contract partners fulfil their responsibilities, the forest resources at village level are better protected and managed.

4. Benefits from SPF management plan design and plan implementation

The SPF management plan design is based on pure technical considerations to ensure the sustainable use of forest resources under the management cycle. It does not take into consideration the social aspects of villages surrounding the SPF.

At the start only three villages out of the 15 immediately surrounding the Dong Kapho SPF received benefits from logging related activities. It soon became evident that this arrangement would not be equitable for all 15 villages in the JFM plan, and, furthermore, SPF protection and management would be unachievable because only about three villages out of 15 would be contracted for these activities each year.

New mechanisms were sought to interest those villages surrounding the SPF in which no logging would be planned within a particular year. Mid-way through the programme, new contracts and new systems of benefits sharing were designed in order to distribute the benefits:

- Within the 15 villages surrounding the forest
- To the relevant District Development Funds (there being 3 Districts involved), and
- To the Province.

Experience accumulated so far would indicate that a renewed set-up and contract for the management of the SPF should be considered. In the Dong Kapho SPF case, the 15 villages surrounding the SPF could be grouped into one JFM Association under a Model 1 contract system. Benefits from harvesting in the 3 annual cutting areas would be spread over 15 villages, the DAFO, and the PAFO. The villages belonging to the association would therefore all take part in the management and the protection of the SPF.

5. An integrated and holistic approach to natural resources management should be adopted at village level

The villages where JFM models have been implemented are quite heavily forested, even outside the SPF. Forest resources do not constitute a limitation for the villagers. Their main constraints are with agricultural production (rain fed paddy and upland rice). Two to three months rice shortage each year are common for families in these villages. During these months of shortage forests are used as a resource reservoir to provide food and cash (hunting, NTFPs, timber). Such a pattern of usage if continued for too long could lead to depletion of natural resources in the village and increase the pressure on the SPF.
It became very clear that the programme should address the issues of natural resources management in forests outside the SPF within village management areas. It would indeed serve little purpose to manage the SPF when natural resources surrounding it could be indiscriminately exploited.

Emphasis was therefore placed on making LUP/LA an integral part of the JFM procedures in order to provide a framework for the management of natural resources outside the SPF. The LUP/LA then becomes an entry point and essential part of the development of village forest management plans.

6. Administrative arrangements for JFM implementation proved satisfactory

The administrative set-up for JFM implementation proved satisfactory. This included a co-ordination office at PAFO, support staff at DAFO level, and implementation at village level. The arrangements fit with the current government policy of decentralisation and with the current administrative system. A co-ordination office at the Provincial level is needed to supervise the villages and DAFO and to co-ordinate their activities because the SPF is located in the territory of several districts.

The number of staff allocated to support and follow-up the JFM activities is theoretically sufficient. In reality however, DAFO staff were allocated many other responsibilities outside JFM work and they could not provide the necessary support and follow-up for all activities. This resulted in some activities such as forest inventorizing, harvesting and the sale of logs (deemed more immediately important), being quite well supported while others such as protection activities and plantation follow-up were regarded as less important. These were therefore sometimes neglected.

7. In implementing JFM, the particular characteristics of a village should be considered

The implementation of JFM activities by villagers is strongly influenced by the specific history and coherence of the village community. Some activities that are well implemented by one village might be less well implemented in a neighbouring village located a few kilometres away although training provided and procedures used are the same. Staff need to consider these differences and their approach in villages should be both flexible and specific when implementing the procedures and tasks of JFM models.

8. SPF management plan

The SPF management plan and related manuals are complete as regard pre-logging inventories and the elaboration of a cutting regime for harvesting. Although the plan specifies that protection activities and enrichment planting should take place, these aspects need more attention. Methods for SPF border marking at village level and instructions for tree planting have been elaborated during JFM model development. Those aspects of the forest management plan not directly related to harvesting should be documented further to complete the SPF management plan.

9. Enrichment planting

In accord with the SPF management plan prescriptions, enrichment planting activities have been undertaken in villages where logging activities have been conducted.

From a pure technical standpoint, insufficient data is available to assess the need for enrichment planting in logged areas. This raises some questions. Is it necessary to plant in the SPF or is the regeneration capacity of the forest sufficient to ensure proper forest regeneration in terms of species diversity and volume quantity?

From a practical standpoint, data is still insufficient to assess what species should be planted. Where should enrichment planting take place: in the logged areas, in degraded areas of the SPF, in the village forest areas, in villagers land (with agro-forestry trees)? Where and when should seeds be collected from the forest? How should seedlings of native species be planted? What follow-up should be given to the planted areas?

Given the efforts needed by villagers to maintain nurseries, raise seedlings, transfer the seedlings to the forest, and undertake maintenance activities at plantation sites, it is important that these issues are carefully evaluated in order to avoid inefficient and ineffective use of human and financial resources.

10. Monitoring procedures should be developed and added to the JFM component

To date, no formal audit procedures have been designed and indicators specified to undertake systematic
monitoring and evaluation at the levels of monitoring mentioned above.

Simple checklists and questionnaires (including indicators) should be developed for each type of monitoring to formalise and standardise the monitoring efforts and integrate these into a monitoring and evaluation procedure. Subsequently, methods allowing the critical analysis of monitoring activities should be developed in order to identify the corrective actions that need to be implemented as well as to influence activity plans.

The criteria and indicators for sustainable forest management recently developed for Lao are useful tools for the evaluation and monitoring at the forest management plan level.

11. Village financial management

In the case of Model 1, village financial accounting procedures have been developed. Members of the JFMA board have been trained accordingly and DAFO has provided satisfactory support and monitoring services on the maintenance of accounting books.

Additional rules should be developed with the village and DAFO regarding the payment of services by the village to DAFO or PAFO as well as for the allocation of money for undertaking forestry operations and village development activities. The informal rules in place do not allow for long term planning. Revenues differ from one year to another due to the species and volumes harvested and the market situation. When decisions are taken on conducting activities, little or no thought is given to whether the village can afford it or not. The tendency is to spend money on activities as long as there is enough money in the bank account.

However, the village has many contractual obligations to undertake such as pre-logging surveys, tree marking, plantation, nursery maintenance, payment of protection activities, payment of the JFMA board, etc. for which a certain amount of money should be reserved every year. Furthermore, in addition to the initial implementation costs, some development activities (roads, fish ponds, etc.) require continuing maintenance funds. Consideration of maintenance activity funding is important in order to protect the initial investment spent on development activities. The allocation of funds for new development activities should be considered only after adequate funds have been set aside for maintenance of previously implemented activities.

12. Information storage

Monitoring visits at all levels of JFM implementation (village, DAFO, PAFO) have stressed the need for developing a system for information storage and retrieval at each level. Although activities are implemented, it is sometimes difficult one or two years after implementation to find the relevant documents, for example, log transportation contracts between the village and a transportation company.

The issue of information storage relates not only to the documents resulting from the implementation activities but to baseline documents as well, for example, the Dong Kapho SPF plans and related manuals, the JFM contracts and training material. This information is sometimes considered as the personal property of the staff implementing a particular activity. When staff transfers occur the information is lost to the program and replacement staff members have little documented JFM material with which to work. Formal hand-over/take-over procedures are required to alleviate this problem.

Reports of activities relating to the implementation of the Dong Kapho SPF plan, must be secured in order to ensure their easy retrieval. In particular, data on pre-logging and tree marking surveys, harvesting, plantations and related maps must be available. This will facilitate future data analysis should the sustainability of the plan and its 50 years cycle need to be tested in the future.

8. ADDITIONAL SUPPORTING DOCUMENTATION


Anon., (December 1996) A study of the Lao Institutional Framework for Resource Use and Management...
Affecting Villages Around Dong Kapho State Production Forest, Savannakhet Province. Lao Swedish Forestry Program, Department of Forestry.


Anon., (November 1997) Dong Kapho State production Forest; 5-10 Years Harvesting Plan, (translated from Lao). Lao Swedish Forestry Program, Department of Forestry.


RECOFTC, Lao Swedish Forestry Program, Department of Forestry.


RECOFTC, (February 1999) Village Forest Management Plan, Xiang Le Khok Village, Phalansai District, Savannaketh Province, JFM. Lao Swedish Forestry Program, Department of Forestry.

In this case, it should be understood that benefits are revenues left from log sales after payment of royalties and taxes to the government as well as transportation costs to a transportation company.