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# Cluster Level Forest Management Mechanism - A case of evolution and development in Bhumlu



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**Our Cover:** Forest farm landscape in Bhumlu cluster, photo by Sarada Tiwari.

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# **Cluster Level Forest Management Mechanism - A case of evolution and development in Bhumlu**

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# List of Acronyms

AFO	Assistant Forest Officer
CFOP	Community Forest Operational Plan
CFUG	Community Forest User Group
DFO	Division Forest Office
EnLIFT2	Enhancing Livelihood from Improved Forest Management
FECOFUN	Federation of Community Forest Users Nepal
Ha	Hectare
LG	Local Government
MoFE	Ministry of Forest and Environment
PF	Private Forest
SCFMC	Salle Chaubas Forest Management Committee
S-DFO	Sub-Division Forest Office

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## Executive Summary

Cluster mechanism in Bhumlu Cluster (Bhumlu 4 & 5) has brought all the relevant stakeholders together for the better management of forest and CFUG's institutions of the cluster. After the formation of Cluster Level Forest Management Committee (CLFMC) in Chautara cluster, the concept was replicated in Bhumlu cluster as well for which series of meetings were conducted among local government (rural municipality and ward representatives), DFO/S-DFO, FECOFUN and CFUGs. It emerged an entity entitled "Salle Chaubas Forest Management Committee (SCFMC) in 4th March 2022 which is expected to address several concerns of CFUGs such as low access to technical and institutional services, high operating costs of individual forest management units, low returns from the forest products and weakening institutional performance of the CFUGs. The committee is comprised of seven members (2 ward chairs from Bhumlu 4 and 5, 1 FECOFUN chair, 1 AFO from S-DFO, 2 CFUGs representatives balancing gender representation and 1 EnLiFT). To provide a legal identity to the entity, SCFMC was formally registered in Bhumlu Rural municipality in 13th December 2022. As per the decision, the committee will operate in the equal share contribution by LG, CFUGs and EnLiFT. However, at initial stage, four CFUGs (Rachchhma, Dharapani, Chapani Gadidanda and Lakuri Rukh Bhulbhule) have decided to contribute Rs 25,000 each to the committee.

The committee has mobilized a forest technician who is responsible to facilitate CFUGs for forest management and their institutional development. Along with several technical services like Operational Plan revision, harvesting plan preparation, etc of the CFUGs, the committee has also been organizing several trainings and workshops for the capacity building of CFUGs. Forest fire management training, account keeping trainings, women leadership development workshops, carpentry training, safe chain saw handling training, etc are some of the activities conducted through the CLFMC. Despite of ongoing progress, the question remains on the sustainability of stakeholders' voluntary engagement.

## Introduction

The term, "cluster," in the context of EnLiFT 2 (Enhancing Livelihood from Improved Forest Management in Nepal) project, is a collective-term used to refer to a group of community forests, leasehold forests and private forests in and around a specific forest patch. This idea emerged as a response to a number of community concerns on forest resource management, which were: low access to technical and institutional services, high operating costs of individual forest management units and low returns that dis-incentivized the forest managers. In the context of an increasing need to interact with the market and associated regulatory compliances, the scale of management becomes an important factor determining transaction costs. In fact, with a low scale of operation to face the competitive market, and exhaustive compliance requirements, the economic rationale for forestry-business has weakened in the Nepalese hills. Most of the Community Forest Operational Plans (CFOPs) are expired and revising them would incur huge costs. Despite not all Community Forest Users Groups (CFUGs) are economically weak to invest on CFOP renewal process, the process has not been so easy for them as well due to overburdened service provision. In addition, it is the responsibility of CFUGs to be annually updated at forest offices but the gap between the CFUGs and DFOs is persisting since long. There is also a lack in the availability of relevant people to prepare and submit various documents to the Division Forest Office (DFO) annually. In this context, forming a "cluster" mechanism for forest management can be one of the strategies to make forestry-business economically viable, and to materialise the Ministry of Forests and Environment' (MoFE) motto: "forestry for prosperity". This report documents the EnLiFT 2 initiatives in piloting the idea of clustering at the Bhumlu Rural Municipality (municipality onwards) of Kavrepalanchok district.

## Evolution of Cluster Mechanism

### Emergence of the idea

While, the hurdles on forest resource management, their consequences on resource status and weakening forest governance are always the topics of discussion in the municipality, the cluster level forest management mechanism that had already received positive support and appreciation by the stakeholders of Chautara cluster was replicated in Bhumlu cluster as well. The idea was first separately shared and discussed with the stakeholders like representatives and officials of municipality, ward representatives, FECOFUN-local chapter's (FECOFUN onwards) representatives, DFO/S-DFO officials and the CFUGs. After receiving the positive responses on the concept of clustering from all the stakeholders, the formal meetings was first conducted among the 9 CFUGs of Ward 4 in the leadership of ward chair followed by the meetings among 4 CFUGs of Ward 5. Besides CFUGs and ward representatives, other stakeholders like FECOFUN Bhumlu, S-DFO, etc participated the meetings. In both the meetings, the issues of the CFUGs and private forest owners were discussed and as a potential solution, the cluster level forest management mechanism progressing in Chautara was also discussed. As in Chautara, the main highlights of these meetings were: If both the wards can cluster their CFUGs either individually or jointly to have their own forest technician, they could have a designated person to facilitate in forest management planning and activities like developing the CFOPs, timely measurement of fallen trees/logs, preparation of harvesting plans, etc, as well as institutional activities like conducting general assembly, monthly meetings, audit, annual plans, etc. In addition, the mechanism could help to reduce the transaction cost of the timber marketing, thus increase the profitability.

After the completion of separate joint meetings of CFUG's in both wards, the ward representatives were provided time to think on individual approach or joint one for clustering. After knowing their interest on joint approach of clustering, the joint meeting of both wards with their CFUG's representatives and stakeholders was conducted which formally decided to execute the cluster mechanism forming and registering the entity as "Salle Chaubas Forest Management Committee."

## Legal Formality

After the cluster mechanism in Chautara was decided to register legally as an entity, the mechanism in Chaubas was also decided for its registration. However, the registration of the entity in Bhumlu is expected to contribute in following concerns:

- The formal and legalized identity of the entity would ease the financial transactions.
- The recognition in several forums.
- The mechanism aimed at providing technical and institutional services in collaboration with other legal entities such as DFO, municipality and private sector. A legal identity would foster such a collaboration. Moreover, a legal entity would facilitate forest product pooling and joint business.

The learnings of the legalization process from Chautara has contributed much to prepare for Bhumlu's mechanism. During the process of its legalization, a series of meetings were held

S.N	Activity detail	Date	Remarks
1	Committee Formation	4th March 2022	First formal joint meeting of two Ward Chairs and other key members was held at the office of Ward 4 (in Chaubas).
2	Draft of constitution and financial proposal prepared	9th March 2022	The constitution of Cluster Level Forest Management Committee, Chautara was considered as reference.
3	Working Procedure prepared	10th March 2022	Since, Bhumlu RM also lacked the working procedure to register the entity, it was prepared. The guideline of Chautara was considered as reference.
4	Constitution, Working procedure for entity registration and plan of the entity submitted to the municipality's office	12th March 2022	

5	"Salle Chaubas Forest Management Committee (SCFMC)" registered	13th Dec 2022	The forest technician hired by the SCFMC as well as the chair of FECOFUN Bhumlu had to travel multiple times (more than 6 formal follow-up visit) to register the committee. " <i>The entity registration was not the priority of municipality officials.</i> "-said chair of FECOFUN Bhumlu
6	Municipality issued a certificate of registration	13th	
7	PAN registration	18th Jan 2023	
8	Bank account opening	27th Jan 2023	



# Consolidation

## Stakeholder meeting

Three separate meetings, two in ward 4 and one in ward 5, were conducted among the representatives of the both wards, FECOFUN, S-DFO, CFUGs and EnLiFT 2. The cluster mechanism was one of the primary agenda of those meetings. However, the ward chairs, FECOFUN- Bhumlu's representatives (chair and treasurer) and S-DFO officials, in the meetings at both wards, were also focused on preparing the institutional plans of CFUGs, like planning meetings, general assemblies, audit, etc. This reveals that although the approach of clustering the CFUGs was not formally agreed, the joint practice to unite CFUGs for their institutional activeness had already been the priority of the forest stakeholders.

*"All CFUGs are requested to work together for the better management of available resources in the forest."* - said the chairperson of ward 4.

During those meetings, the idea on the cluster mechanism was discussed among the participants along with their capacity and interest to invest on it. During the discussion, the CFUGs with very low (2-3 thousands) and no bank account to huge amount of fund (more than 25 lakhs) reserved in bank account were found. However, every CFUGs were willing to invest as per their capacity like in Chautara cluster.

*"The idea shared on mobilizing a technical person is for the benefit of CFUGs and their progress. Therefore, we should support such idea and get motivated. The LG will incorporate it in the upcoming planning and work."* - said the chairperson of ward 5.

Other than these ward level meetings, the project team had a separate meeting with DFO at Dhulikhel where the clustering the CFUGs was one of the agendas. The DFO and other officials showed their readiness to support the concept.

*"We expect that this approach will enhance the coordination and strengthen the relation between CFUGs and DFO, which we are lacking now a days."* - said Mr. Devraj Ghimire, DFO, Kavre.

In addition, the project team also had a separate meeting with the municipality's representatives including municipality's chair and then administrative officer. The chair having the long experience in community forestry starting from a user to executive of CFUG to FECOFUN representative and to the representative of LG shared his concern regarding the deteriorating condition of trees in the forest and was eager to initiate the innovative idea of cluster mechanism. He was expecting for the positive and deliverable outcomes of the approach in future. He also expressed his readiness to support in every possible ways from municipality to this mechanism. Furthermore, the FECOFUN chair and treasurer have been very supportive throughout the process and implementation. Details of stakeholder meetings are given in Annex 1.

## Joint meetings between the Wards' CFUGs

The joint meeting among the CFUGs and stakeholders including ward chairs of both wards agreed on initiating the cluster mechanism jointly. The meeting formed a seven member ad hoc committee consisting of: two ward chairs, AFO-Chaubas, FECOFUN chair, two CFUG representatives (one from each

ward and one women representative compulsory) and an EnLiFT 2 researcher. The meeting named the entity as "Salle Chaubas Forest Management Committee". For its registration process, the project team committed to facilitate on preparation of the constitution and working procedure of municipality. The FECOFUN chair took the responsibility to engage in registration of the entity. They also discussed on the management of financial resource for the mechanism. Taking the reference of chautara, tentative Rs. 600,000 was the estimated annual cost including cost of the forest technician and other operational cost. After discussing on the diverse potential sources of financing, the major sources identified were: CFUG's forest management revenue, municipality's annual budget and EnLiFT 2. Accordingly, collecting Rs 1 Lakh from CFUG ( Rs 25,000 by Lakuri CFUG, Dharapani CFUG, Chapani CFUG and Rachchhma CFUG each), Rs. 2 Lakhs from EnLiFT 2 and remaining to request to municipality office was agreed. (Event's detail in Annex 2)

## **Legal registration**

The ad hoc committee met more than three times to complete the registration in the municipality. They reviewed and finalized their constitution and working plan. Even after submitting the documents to municipality office more than six visits were made by the forest technician and FECOFUN chair to follow up on the registration process. After nine months of document submitted, the mechanism was registered with the title, "Salle Chaubas Forest Management Committee (SCFMC)". (Events details in Annex 1)

## **Provision of technical services through a forest technician**

The forest technician recruitment process was initiated simultaneously with the registration process of the entity. The ad hoc committee organized a meeting to discuss on the term of reference for the technician and decided to publish a 15-days vacancy notice on the daily newspaper. Around 25 applications were collected during the period. Following that, the committee held a meeting to proceed with the recruitment process. They formed a four member "Forest Technician Selection Committee" involving the chair of the ad hoc committee, DFO, FECOFUN and an EnLiFT 2 representative. The selection committee determined the shortlisting criteria for the applicants through a meeting. After that, the committee shortlisted the applicants and selected a "Forest Technician" among the five shortlisted candidates, following their interview. The forest technician was recruited in 1 August 2022. The office for the forest technician was agreed to fix at the room of FECOFUN Bhumlu office. Logistic arrangements like furniture was managed from the office of ward 5 whereas transportation and laptop were temporarily managed by the project. After the recruitment of forest technician, he was handed over the responsibility to follow up on the legalization process of the entity with municipality officials as well.

## **Trainings and Workshops**

The ad hoc committee also conducted a meeting where they developed some training packages for selective themes including forest fire management, gender and social inclusion and entrepreneurship and enterprise development workshops, which were mainly aimed at capacity building for the CFUGs. Among these, four training events (one event of Forest Fire Management Training, two events of Women Leadership Development in Forest Management Training and one event of Record Keeping Training) and three orientation events on "Women Leadership Development in Forest Management" have already been organized for the member CFUGs. (events details in Annex 2).

## Planning workshop

A joint planning meeting between two cluster mechanism (along with Cluster Level Forest Management Committee of Chautara ) was organized in Dhulikhel on 5<sup>th</sup> and 6<sup>th</sup> August 2022. By the time the meeting was held, both the clusters had already hired a forest technician. Other than technical sessions on the cluster mechanism, legal space and scope of the cluster mechanism, the committees interacted with each other, expressed their views and more importantly, they developed a concrete plan of actions to implement in two clusters. However, there still remains a dilemma regarding the financial resources to implement the action plans. This is primarily because there has been understanding so far to share the cost of forest technician, while other costs are yet to be decided. (*Folder: Cluster mechanism Bhumlu, filename: Dhulikhel meeting*)

## Strengths and Weaknesses

### Legal Space

The mechanism operates within the Local Government Operation Act 2017, which empowers the local governments to develop their own regulatory instruments to register and regulate such entities. Besides, the Act mandates local governments to support CFUGs to receive 10% of their forest income. Although governing forests are also under the concurrent list of the Constitution of Nepal (2015), Forest Act 2019 does not provide local governments any concrete and clear rights over forest management. However, Forest Act 2019 instructs CFUGs to share 50 % of the remaining income of the CFUG, after spending on forest management, with the local governments. Moreover, the CFUGs have to submit their OP and seek their recommendation before submitting to the DFO for approval. The spirit of the Constitution, Local Government Operation Act 2017, Forest Act 2019 and Forest Rules 2022 (See Annex 3 for specific provisions) suggest that such a mechanism can take facilitative roles in:

- Synergizing the planning between local governments and CFUGs
- Livelihood development of women, Dalit and marginalized groups through facilitation in the fund mobilization of the CFUGs
- Create synergy in the financial and human resource of the stakeholders
- Facilitate the governance, institutional and administrative aspects of the CFUGs
- Maintain inclusiveness and participatory planning
- Develop new financing mechanism to provide technical and institutional services to CFUGs, other forestry groups and private-forest owner farmers

## Stakeholder response

### Local Government

Local Government leaders have appreciated the idea of the cluster mechanism and had committed to support throughout the process. However, the legalization of the entity lagged behind in the priorities of LG's officials. In addition, the acceptance of the service provision of the mechanism by the DFO officials was the concern of few leaders. The chair of ward 4 on the basis of his past experience said- "*Since the ultimate decision is of S-DFO and DFO, the questions exists like how cooperative will they be*

*and approve the support of technical person that this mechanism hire?* In overall, the leaders see it as an effective way to capacitate CFUGs in their institutional functions, to regularize forest management and increase forest-based income and employment.

## DFO/S-DFO

The dormant CFUGs, degrading forest conditions and the resulted economic loss have been the concern of DFO/S-DFO officials as well. The DFO Kavrepalanchok has been positive towards the concept of this cluster mechanism since the beginning as its implementation is expected to address the issues of forest resource management and institutional governance. Their team have realized the gaps in their service flow to the CFUGs and other forest managers. The field level forest officials were appreciative towards the approach of mechanism in assisting the service provisioning as the forest technician from the mechanism would reduce their workload at least in the implementing wards. Addressing the concern of LG on the acceptance of service, they suggested that the forest technician should not be treated as a separate staff but as a part of DFO itself. Mr. Devraj Ghimire, AFO-Chaubas was also requesting the committee to expand the service provisioning in other wards of the municipality as well.

## FECOFUN

The representative of FECOFUN- Bhumlu Chapter have always been supportive throughout the process, be it in legalizing process, or in coordination. However, they are concerned on its self-mobilization after the project termination.

## CFUGs

CFUGs have number of issues on forest resource management of which the dormant operational plans and cumbersome regulatory provisions are major. The CFUGs of both the wards were ready to contribute financially to the mechanism as per their income status, which demonstrates their acceptance of the mechanism. Furthermore, the readiness of the high income generating CFUGs to invest in initial stage so to reduce the burden of CFUGs having low income reveals their cooperative mindset and prospect for the mechanism.

*"The mechanism sounds to be right approach. Let's implement it once. If it became successful, it would be good for us, otherwise, it will be a learning."* - said Chandra Singh Lama, chairperson of Dharapani CFUG.

## Our own reflections

- ❖ Stakeholders are volunteering their time to develop this mechanism and to make it function. For how long they can serve under current arrangements is a question of sustainability.
- ❖ The legalization of the entity was the priority of LG's leaders however was not the priority of LG officials.
- ❖ There is clarity regarding the cost of the technical person only. However, there is no clarity about financing additional investments for actions that have been planned by the cluster-mechanism.
- ❖ Stakeholders are volunteering their time to develop this mechanism and to make it function. For how long they can serve under current arrangements is a question of sustainability.

- ❖ Since the mechanism itself is in piloting stage, the job security and recognition for career is the concern for the forest technician him/herself. The issue of staff turnover in search of better opportunity has already started to appear. In such it is a question that how the new staff will own this mechanism and his/her responsibility, which is important for the mechanism both directly and indirectly.

## Reflection from forest technician

- ❖ DFO officials as well as timber selling CFUGs have shown some reluctances in coordinating with the forest technician hired by the mechanism.
- ❖ The forest technician's role is often avoided during harvesting and timber selling process if the CFUG and DFO officials have good relation. Otherwise, the forest technician's support is sought if the CFUG and DFO officials have conflicting relationship. For example, the forest technician was asked to take the measurement of fallen trees and forward the process of timber sale in Rachchhma where the AFO of S-DFO and chair of Rachchhma have conflicting relation since few years.
- ❖ FECOFUN chair of Bhumlu have supported in coordinating with the CFUGs and rapport building in the community.

## Ongoing actions

### Forest Management Planning

The CFOPs of four CFUGs (Pokhari Chaur Thulokhola, Maidali Dhadinge, Thople Kamere and Chap Gaira Dadhunne) are being prepared for renewal. The technical surveys (boundary survey, inventory) and social (Household) surveys of all these CFUGs have been completed. The analysis of surveyed data, OP preparation activities and coordination with the forest officials are ongoing.

### Institutional Development

A general assembly has been conducted among eight CFUGs (Fagar Khola, Maidali Dhadinge, Thople Kamere, Chap Gaira Dadhunne, Lakuri Rukh Bbulbhule, Chapani Gadidanda, Chaurkuna Bhirpani and Chhekarpa) out of 12 CFUGs of the cluster; the remaining CFUGs from the cluster are planning their assemblies in coming days. Those CFUGs whose incomes were less than NPR 50,000 have conducted a social audit. The annual progress report of all those CFUGs have been submitted to the DFO Kavrepalanchok. Informal coordination with the office bearers of the ECs is ongoing.

### Tree Harvest

The fallen trees of Chapani Gadidanda CFUG has been harvested and sold by the CFUG. The CFUG sold about 4832 cft of timber. Similarly, Lakuri Rukh Bbulbhule CFUG harvested and sold around 9,400 cft of timber in 2022/23 and is currently collecting the next harvest after the approval of harvesting plan. This time, the estimated harvest is around 6,000 cft.

## Agro/Private Forest

One of the demonstration plots (early thinning trial plot) established by EnLiFT2 project has been regularly monitored by the cluster. The trial plot was established with an aim to observe how early thinning impacts on forest health and growth. The canopy opened during the thinning is expected to boost the growth of the remaining trees. In the plots, the measurement of trees is done in every sixth month by the project. The cluster committee has conducted an orientation event regarding tending operations (thinning and pruning) in the private forests to the private forest owners of the cluster.

In addition, the forest owners' association has been formed and its registration process is ongoing. There is a great potential to bring a 'start up' business of biochar production, particularly at Chaubas from where > 20 tons of biochar is exported annually. The quick feasibility survey has been conducted among the interested users, where local governments including two ward chairs and chairperson of the Bhumlu rural municipality also participated.



## Acknowledgement

We would like to express our deepest appreciation to all those who have contributed, from all their possible ways, to shape this report. We are grateful to Mr. Lok Bahadur Kunwar, the chairperson of Bhumlu-4, Mr. Anchal Kumar Lama, the chairperson of Bhumlu-5, Mr. Devraj Ghimire, AFO of S-DFO, Chaubas, Mr. Khadga Kharel, chairperson of FECOFUN, Bhumlu and all the CFUGs of the cluster who contributed in the formation and execution of the "Salle Chaubas Forest Management Committee".

## Annexes

### Annex 1: Actions for the Salle Chaubas Forest Management Committee

- a. **Date:** 18 -19 March 2021  
**Event:** Field coordination, progress review and planning meeting  
**Summary:** Following the recommendation from the Mid-Term Review (MTR) of the project, EnLiFT 2 conducted a joint meeting with the DFO-teams from Kavrepalanchowk and Sindhupalchowk, where a total of 19 participants attended the meeting. The progress, challenges and MTR recommendations of the project were shared among the participants by the project team (of which, the cluster-level forest management was one). Both the DFO teams appreciated the approach. (Folder: Cluster mechanism Bhumlu, filename: 18 19thMar021 Sukute)
  
- b. **Date:** 3rd September 2021  
**Event:** Ward level CFUG's update and planning meeting  
**Summary:** The ward chairperson, CFUG's representatives from ward 4, FECOFUN Bhumlu chair and treasurer, SFO and forester from S-DFO Chaubas and EnLiFT 2 team attended the ward level CFUG's update and planning meeting conducted at ward-4's office Chaubas. The meeting focused on documenting the status and updates of the CFUGs and planning for their activities. The possible strategy for forest management was also discussed on the meeting being focused on the cluster mechanism progressing in Chautara cluster. The institutional events of most of the CFUGs were found to have halted since many years. Therefore, each CFUGs prepared their plan for conducting planning meetings, general assemblies and audit. The idea of cluster mechanism also received an appreciation from the stakeholders. (Folder: Cluster mechanism Bhumlu, filename: 3Sep021 planningChaubas)
  
- c. **Date:** 10th September 2021  
**Event:** Ward level CFUG's update and planning meeting  
**Summary:** The ward chairperson, CFUG's representatives from ward 4, FECOFUN Bhumlu chair and treasurer, and EnLiFT 2 team attended the ward level CFUG's update and planning meeting conducted at seminar hall of Bhumlu Palika, Salle. The meeting focused on documenting the status and updates of the CFUGs and planning for their activities. The possible strategy for forest management was also discussed on the meeting being focused on the cluster mechanism progressing in Chautara cluster. The institutional events of most of the CFUGs were found to have halted since many years. Therefore, each CFUGs prepared their plan for conducting planning meetings, general assemblies and audit. The idea of cluster mechanism also received an appreciation from the stakeholders. (Folder: Cluster mechanism Bhumlu, filename: 10Sep021 planningSalle)

- d. **Date:** 8th December 2021  
**Event:** Coordination meeting between DFO and EnLiFT 2  
**Summary:** The Divisional Forest Officer including other staffs (AFOs) of DFOs and EnLiFT team from Forest Action and RECOFTC conducted a coordination meeting at DFO Dhulikhel, of which cluster level forest management was one agenda among others. The officials were positive towards the interventions that EnLiFT project is trying to introduce in the cluster for the better and sustainable management of forest resources. They agreed to support from their level. *(Folder: Cluster mechanism Bhumlu filename: 8Dec021 DFO EnLiFT)*
- e. **Date:** 4th March 2022  
**Event:** Joint meeting of ward level CFUGs  
**Summary:** Both the ward chairpersons, FECOFUN and the CFUGs' leaders from both wards and EnLiFT 2 project attended the joint meeting conducted at office of ward-4, Chaubas. The meeting was focused on discussing the idea of cluster mechanism in details and find out the way outs for its execution. Forming the entity and hiring the forest technicians to enhance the service provisioning was appreciated by the participants. Most of the CFUGs shared the dormant OPs as their main constraints in forest management. Legalizing and financing the mechanism was also discussed in the meeting. Seven membered ad hoc committee was formed for the mechanism. It was decided that the entity will be registered as "Salle Chaubas Forest Management Committee" and for arrangement of financial resources, four income generating CFUGs to contribute NPR 1,00,000 (NPR 25000 each), EnLiFT to contribute NPR 2,00,000 and remaining cost to be approached to Palika. *(Folder: Cluster mechanism Bhumlu filename: 4thMar022 JointCFUGs)*

## Annex 2: Actions by the Salle Chaubas Forest Management Committee

- a. **Date:** 10th March 2022  
**Event:** Meeting of Salle Chaubas Forest Management Committee  
**Summary:** All the members of Salle Chaubas Forest Management Committee conducted their first meeting after the committee formation at seminal hall, Salle. They discussed on the legal documents (constitution, financial proposal and Palika's working procedure) for registering the entity in Palika office. Some training packages to be conducted by the SCFMC in the cluster were also listed which includes Forest Fire Management training, Entrepreneurship and Entrepreneur Development training and Gender and Social Inclusion trainings. (Based on meeting minute)
- b. **Date:** 29th March 2022  
**Event:** Meeting of Salle Chaubas Forest Management Committee  
**Summary:** The members of Salle Chaubas Forest Management Committee conducted a meeting at office of ward 4, Chaubas to announce the vacancy for the technical person. They decided to publish the 15 days vacancy notice on national daily newspaper. (Based on meeting minute)
- c. **Date:** 28-29 March 2022  
**Event:** Forest Fire Management training  
**Summary:** The training was provided to a total of 26 participants from the CFUGs of the cluster. Forest squads were mobilized by the S-DFO, Chaubas. The major aims of the training were to create awareness among participants regarding forest fire and develop technical skills for its management. The training was financially supported by the EnLiFT 2 project and was facilitated by the project team and S-DFO. (Folder: Cluster mechanism Bhumlu, filename: ForestFireTraining Chaubas)
- d. **Date:** 10-11 April 2022 and 12-13 April 2022  
**Event:** Women Leadership Development in Forest Management trainings  
**Summary:** Two separate trainings were conducted in ward 4 & 5 each with an aim of understanding the issues of women users of CFs and sensitize them on leadership development. A total of 14 participants (13 women and 1 men) in ward 4 and 18 (17 women and 1 men) in ward 5 attended in the training. The training was financially supported and facilitated by the EnLiFT 2 project. (Folder: Cluster mechanism Bhumlu, filename: GenderTraining Bhumlu)
- e. **Date:** 26th May 2022  
**Event:** Meeting of Salle Chaubas Forest Management Committee  
**Summary:** The members of Salle Chaubas Forest Management Committee conducted a meeting at office of ward 4, Chaubas to discuss on several agendas including formation of forest technician selection committee. The meeting formed the four-membered selection committee and determined their responsibilities for recruiting forest technician. (Based on meeting minute)

- f. **Date:** 19 August 2022  
**Event:** Cluster-level CFUGs planning workshop  
**Summary:** The meeting was held in Dhulikhel in order to share the action plan prepared in the joint meeting of the cluster committees. (Folder: Cluster mechanism Bhumlu filename: Planningworkshop Chaubas)
- g. **Date:** 25th and 26th August 2022  
**Event:** Record Keeping Training  
**Summary:** The training was conducted at office of ward-4, Chaubas targeting the CFUGs of the ward. The main aim of the training was to assist CFUGs in preparing the annual action plans, annual reports, and audits which are the mandate institutional activities of the CFUGs. Total 16 participants from 9 CFUGs participated the training. The training was facilitated and financially supported by EnLiFT 2 project. (Folder: Cluster mechanism Bhumlu, filename: Recordkeepingtraining Bhumlu)
- h. **Date:** 9th and 10th December 2022  
**Event:** Orientations on Women Leadership Development in Forest Management  
**Summary:** Three separate orientation events on women leadership development in forest management were conducted (2 events in ward 4 and 1 in ward 5) with the aim of reaching higher audience on the gender issues and leadership. Total 27 women participated in the event conducted at Fagar Khola CFUG, 32 (26 women and 6 men) participated the event conducted at ward 5 targeting Chaurkuna and Chhekarpa CFUGs and around 50 women participated the event conducted at Kodka of ward 4 targeting Maidali Dhadinge, Thople Kamere and Chap Gaira Dadhunne CFUGs. The events were facilitated and financially supported by EnLiFT 2 project. (Folder: Cluster mechanism Bhumlu, filename: Genderorientation Bhumlu)

## Annex 3: Legal provisions that support cluster level forest management mechanism


S.N	Legal Documents	Supporting Provisions
1	Constitution of Nepal 2015	<ul style="list-style-type: none"> <li>- Part 4, 51 (g, 1): The State shall pursue a policy of conserving the natural resources available in the country by imbuing the norms of inter-generation judicious use of it and for the national interest. It shall also be about its sustainable use in an environmental friendly way. The policy shall ensure the fair distribution of the benefits generated by it by giving local people the priority and preferential rights.</li> <li>- Part 5, 59 (1): The federal, provincial and the local entities shall enact law, make annual budget, make necessary decisions, formulate policies and planning, and implement them in regard to the subjects related to the fiscal power mentioned in their respective list of powers.</li> <li>- Part 5, 59 (4): The federation, province and the local level entity shall have to make arrangements for equitable distribution of the benefits from the development of natural resources.</li> <li>- Part 5, 60 (1): The federation, province and the local level entity shall impose tax on subjects within their fiscal jurisdiction and collect revenue from such sources.</li> <li>- Part 5, 60 (2): The Government of Nepal shall make necessary arrangements to equitably distribute the revenue generated by it from its sources, between the federation, province and the local level entities.</li> <li>- Part 20, 232 (1): The Federation, Provinces and the local level shall enjoy relations based on the principles of cooperative, coexistence and coordination.</li> </ul>
2	Local Government Operation Act 2017	<ul style="list-style-type: none"> <li>- Section 11, Sub-section 4 (5, 1): Local policies, laws, standards, plans, implementation, monitoring and management related to forest, wildlife, land use, environment and biodiversity.</li> <li>- Section 11, Sub-section 4 (5, 2): Conservation, promotion, use, monitoring and management of local level community forests, rural and urban forest, religious forest, leasehold forest and collaborative forest as well as management of forest users group.</li> </ul>
3	Forest Act 2019	<ul style="list-style-type: none"> <li>- Chapter 5, 18 (5): The users' group may, on the basis of its desire and need make the work plan of the community forest or amend it as per necessity, in consultation with the concerned Local Level, in order to make effective the forest management. Prior to implementing the work plan so made</li> </ul>

		<p>or amended, the users' group shall give information thereof to the Divisional Forest Officer.</p> <ul style="list-style-type: none"> <li>- Chapter 5, 22 (1): : (1) The users' group shall spend at least twenty-five percent amount of the annual income earned derived as per the work plan in the development protection and management of the forest, and at least twenty-five percent of the remaining amount in poverty alleviation, women empowerment and entrepreneurship development activities, in coordination with the concerned Local Level.</li> </ul>
4	Forest Regulation 2022	<ul style="list-style-type: none"> <li>- Chapter 6, 44 (1): Community Forest Users Group shall submit the annual progress report of the group including the financial description and status of forest to the DFO and local level within three months of the completion of the fiscal year.</li> <li>- Chapter 6, 45 (1): Community Forest Users Group shall submit the copy of the constitution, group registration certificate, approved Operational Plan and CF handover certificate at local level to maintain the record in at local level.</li> <li>- Chapter 6, 46 (5): Community Forest Users Groups shall consult at local level while preparing the management plan.</li> </ul>


## Annex 4: Details of Cluster's CFUGs

S.N	Name of CFUG	Ward No	CF's area (Ha)	HHs No.	Population	Executive Committee No.
1	Chapani Gadidanda CFUG	4	83.5	117	803	11
2	Lakuri Rukh Bhulbhule CFUG	4	39.2	88	449	9
3	Dharapani CFUG	4	43.03	64	180	11
4	Lamrang Aahaldanda CFUG	4	21	95	735	9
5	Fagar Khola CFUG	4	53.25	71	517	9
6	Maidali Dhadinge CFUG	4	34.22	100	363	11
7	Thople Kamere CFUG	4	48.91	125	819	9
8	Pokhari Chaur Thulokhola CFUG	4	50.95	76		9
9	Chapgaira Dadhunne CFUG	4	4.45	49	260	9
10	Rachchhma CFUG	5	47.5	48	335	7
11	Chhekarpa CFUG	5	6.48	105	518	9
12	Chaurkuna Bhirpani CFUG	5	46.93	175	1008	11

**Annex 5: Salle Chaubas Forest Management Committee (SCFMC)  
registration certificate**

**भुम्लु गाउँपालिका**  
**गाउँ कार्यपालिकाको कार्यालय**  
सल्ले, काभ्रेपलान्चोक  
बागमती प्रदेश, नेपाल

आ.व. : ०७९/०८०  
दर्ता/सुचिकृत प्रमाण-पत्र नं. ०१

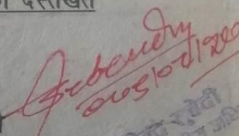
**भुम्लु गाउँपालिका**  
२०७३

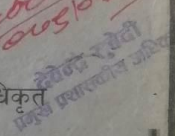
मिति २०७९/०८/२७

**संस्था दर्ता प्रमाण-पत्र**


काभ्रेपलान्चोक जिल्ला भुम्लु गाउँपालिका वडा नं ०४ चौवास स्थित "सल्ले चौवास वन व्यवस्थापन समिती" नामक संस्था मिति २०७९ साल मंसिर महिना २७ गते रोज ३ का दिन यस गाउँपालिकाको संस्था दर्ता कार्यविधि, २०७९ बमोजिम दर्ता गरी यो प्रमाण-पत्र प्रदान गरिएको छ ।

प्रमाण-पत्र दिनेको दस्तखत


दस्तखत:   
नाम: देवेन्द्र सुवेदी  
पद: प्रमुख प्रशासकीय अधिकृत  
मिति: २०७९/०८/२७

**देवेन्द्र सुवेदी**  
प्रमुख प्रशासकीय अधिकृत

## Annex 6: PAN registration certificate of SCFMC



नेपाल सरकार  
अर्थ मन्त्रालय  
आन्तरिक राजस्व विभाग



कर अधिकारी मिति  
आयकर: ०४ १० २०७९  
दिन महिना साल

स्थायी लेखा नम्बर (PAN) दर्ता प्रमाण पत्र

स्थायी लेखा नम्बर : ६ १ ९ २ ६ ९ ७ ५ ५

आन्तरिक राजस्व कार्यालय : आन्तरिक राजस्व कार्यालय धुलिखेल

कारोबारको नाम : सल्ले चौवास वन व्यवस्थापन समिती

करदाताको प्रकार : अन्य

ठेगाना : वार्ड नं. ४, चौवास  
गा.पा.: भुम्लु,  
काभ्रेपालाञ्चोक

व्यवसायका कारोबारहरू : सार्वजनिक वा प्राइवेट सङ्गठनहरू,

*(Signature)*

करदाताको दस्तखत

*(Signature)*

दिपा नेपाल अधिकारी  
कर अधिकृत  
कर अधिकृत

करदाताले पालना गर्नुपर्ने कर्तव्यहरू:

- कारोबार गर्दा अनिवार्य रूपमा विल विज्ञापन जारी गर्नुपर्छ।
- म.अ.करमा दर्ता हुनेले प्रत्येक कर अवधि (मासिक वा त्रैमासिक वा चौमासिक) समाप्त भएको २५ दिनेभित्र म.अ.कर विवरण तथा म.अ.कर रकम बुझाउनु पर्छ।
- अन्तःशुल्क लाग्ने कारोबार गर्नेले अन्यथा व्यवस्था गरेकोमा बाहेक प्रत्येक महिना समाप्त भएको २५ दिनेभित्र मास्केवारी र अन्तःशुल्क रकम बुझाउनु पर्छ।
- प्रत्येक आर्थिक वर्षको आय विवरण आर्थिक वर्ष समाप्त भएको तिन महिना भित्र बुझाउनु पर्छ।
- तोकिएको समयमा विवरण र कर रकम नबुझाएमा व्याज, शुल्क र जरिवाना लाग्नेछ।
- यो प्रमाणपत्र देखिने गरी कारोबार स्थल मुख्य कार्यालयमा राख्नु पर्नेछ।
- कुनै द्विविधा भएमा कार्यालयमा सम्पर्क राख्नुहोला।