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FOREST & ENVIRONMENT DEPARTMENT
RESOLUTION

The 9th September, 2011

Sub: Joint Forest Management Resolution, 2011

1. Introduction:

Forests are one of the complex eco-systems of our planet. The role of forests in conservation of environment and economic prosperity of mankind is well established. Economic growth and environment protection are inextricably linked. For surviving on the earth human beings will have to live in harmony with nature. The need for conservation of environment and protection of forests and wildlife has been enshrined in our Constitution. Orissa has 61018 Sq. kms of forest area which is 39.18% of the geographical area of the State. The existing forest cover of 31.38 % of its geographical area plays a very significant role in the socio-economic and cultural life of the people of the State. However, over the past few decades, the forests of Orissa are under heavy biotic pressure. The rich biodiversity of the State faces the risk of depletion. Man-animal conflict is on the rise. Hence, conservation and development of the forest eco-systems of Orissa is a priority of the State Government.

The National Forest Policy, 1988 envisaged co-operation of the people in conservation and development of forests. In keeping with this policy Government of Orissa adopted the Joint Forest Management (JFM) approach and sought community participation for protection, regeneration and management of the forest wealth. JFM has not only been a tool for forest regeneration, but also a means of employment generation and social empowerment of the forest-fringe dwellers.

The State Government enacted the Orissa Village Forest Rules, 1985 which envisaged preparation of a Management Plan for every village forest and sought co-operation of the community in protection of these forests. In 1988, the

State Government passed a resolution to formally introduce a Scheme of Protection of peripheral Reserve Forest areas with participation of the adjoining villagers by forming a Village Level Forest Protection Committee. The scope of this resolution was enlarged in 1990 to include the Protected Forests. To make the forest-people interface more effective, the Government of Orissa in Forest & Environment Department issued a Resolution dated 3.7.1993. This resolution dealt, in a fairly exhaustive manner, the involvement of all local communities in protection of adjoining forests, formation of Van Samrakshyana Samiti (V.S.S.), duties and responsibilities of the V.S.S. and their Executive Committees and the role of Forest Department and Gram Panchayats, preparation of Joint Forest Management plans, usufruct benefits for the V.S.S. and provisions of MoU etc. Since these Resolutions in the past did not cover the Mangrove Wetlands and the Protected Areas (PA) of the State, i.e. National parks and Sanctuaries, and participatory modes of management are needed there too, the 2008 Resolution was issued to extend the participatory approach to all types of forests. Eco-development was adopted as a strategy in order to improve the livelihood of local people and thereby secure their support for conservation.

Participatory Forest Management in JFM mode is an evolving concept encompassing ecological socio-cultural and economic dimensions. People have played an important role in protection and regeneration of forests all over the state of Orissa. Villagers have either formed V.S.Ss as per JFM Resolution or Community Forest Management Groups outside the existing JFM framework. It is desirable that associations of people, whether formed under Government resolutions, or by peoples' own initiative, with the forest conservation as the principal and core objective, are allowed to function smoothly.

Panchayat Extension to Scheduled Area (PESA) Act, 1996, which is applicable to scheduled areas, lays down as follows: "Every Gram Sabha shall be competent to safeguard and preserve the traditions and customs of the people, their cultural identity, community resources and the customary mode of dispute resolution; Every Gram Sabha shall approve the plans, programmes and projects for social and economic development before such plans, programmes and projects are taken up for implementation by the Panchayat at the village level and be responsible for the identification or selection of persons as beneficiaries under the poverty alleviation and other programmes." This Act vests the ownership of Minor Forest Produce (MFP) on Gram Panchayats in Scheduled areas. The decision of Government of Orissa to do away with the monopolies in collection and trading in 69 items of MFP is in consonance with the spirit of PESA Act.

The community forest resource has been defined under the Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 (popularly known as Forest Rights Act). As per the said Act, community forest resource means customary common forest land within the traditional and customary boundary of the village and seasonal use of the landscape in case of pastoral communities etc. The Minor forest produce has been defined under the Forest Rights Act which includes all non-timber forest produce of plant origin such as bamboo, brushwood, stumps, cane, tassar, cocoons, honey, wax, lac, tendu or kenduleaf, medicinal plants and herbs, roots, tubers and the like. It may be mentioned here that in case of Kendu Leaf, the current policy of Government is to discharge certain responsibilities with a view to protecting the livelihood of forest-dependent communities while providing management inputs to facilitate a scale of operation required for adequate value realization and sustainable management process.

Under the Forest Rights Act, the Gram Sabha is to initiate the process of determining the individual and community forest right. Therefore the enactment of FRA provides an opportunity not only to strengthen the existing Participatory Forest conservation and management initiatives but to promote such initiatives in the areas which are devoid of such institutional arrangements. With the changing scenario of Forest Management, increasing awareness among people and experiences gained from the past management practices; it is now felt necessary that the resolution on Joint Forest Management, 2008 is revised.

2. Selection of Area:

(i) The forests of the State to be covered under this Resolution shall be grouped into the following two categories:

(a) Reserved Forests, Protected forests, Village forests, Revenue forests etc. not covered under Protected Areas.

(b) Protected Areas (National Park and Sanctuaries) excluding Core Areas, and Mangrove Wetlands.

The Committee constituted for the first category of forests will be known as Vana Surakshya Samiti (VSS) while the Committee constituted for the second category will be known as Eco-development Committee (EDC).

(ii) While deciding the extent of area to be assigned, the Palli Sabha shall consult the Forest Range Officer concerned and take into account the area customarily being protected and used by the community, the number of adjacent villages, their claims, if any, and users' regime. In case a group of villages decide to constitute one VSS jointly, they

may do so. The local Forester will provide the technical input and facilitate the process of identification of the forest area to be managed by the committee.

(iii) In case any change is required in the extent of forest area assigned to the existing VSS formed under the JFM Resolution, 2008, the same can be done in consultation with the village community and the local forest department officials not below the rank of a Forest Range Officer.

3. Constitution of VSS/EDC:

(i) Ordinarily there will be one VSS/EDC for a single village. One VSS may also cover more than one village or there may be more than one committee in a village especially large in size. Other Forest Protection groups, if any would also be covered under this Resolution.

(ii) All adults of the village will be the members of the VSS/EDC. They may pay an enrolment fee determined by the General Body (GB) of VSS/EDC.

(iii) The Palli Sabha shall send its Resolution to the Range Officer concerned regarding constitution of VSS / EDC for his record and communication to the DFO concerned for registration at the Division level.

4. Constitution of the Executive Committee (EC):

(i) The Palli Sabha shall elect the Chairperson, the Vice-Chairperson, the Secretary and the Treasurer and a minimum of other 11 (eleven) members to constitute the Executive Committee. At least 50% of the members of the EC shall be women. The number of SC & ST members in the Executive Body shall be in proportion to their membership in VSS / EDC. There should also be representation from the group of community, who do not have any livelihood support other than depending on the forests.

(ii) Either the Chairperson or Vice-Chairperson shall be a woman.

(iii) The composition of the EC shall be as follows:

1. Chairperson	1	Elected Member
2. Vice-Chairperson	1	Elected Member
3. Secretary	1	Elected Member
4. Treasurer	1	Elected Member
5. Ward Member (s) concerned		<i>Ex officio</i> Member (s)
6. Members	11	Elected Members
7. Local Forest Guard	1	<i>Ex officio</i> Member

(iv) The Range Officer concerned will act as the Returning Officer for conducting the election of the EC. It shall be the responsibility of the Returning Officer to ensure that the representation in the EC is in accordance with reservation specified in Para-i above.

(v) The EC will have tenure of 3 years at a time.

5. Meeting:

(i) General Body (GB)

(a) The GB meeting of the VSS / EDC shall be held at least once in every six months. It can also be called as and when required.

(b) The Secretary with the approval of the Chairperson will convene the meeting of the GB. Ordinarily a 15 days' notice would be necessary for convening the meeting. A copy of the notice will be sent to the Gram Panchayat.

(c) The Chairperson and in his absence the Vice-Chairperson shall preside over the meetings.

(d) 50% of the members of the VSS / EDC will constitute the quorum for the GB.

At least one third of the members present should be women.

(e) Under special circumstances, a special meeting of the VSS/EDC can be convened provided at least one third of the members agree to convene such a meeting and make such a request to the Chairperson in writing. Where the Chairperson does not convene the meeting, the Secretary shall convene the GB meeting with the approval of the Vice-Chairperson. In all such cases, a 3 days' notice would be necessary indicating the purpose of the said meeting. The decision in such meeting shall be taken by a minimum of 2/3rd members of VSS / EDC.

(f) The Secretary shall record the proceedings and get them approved by Chairperson. A copy of the proceedings would be either pasted in a register or preserved in a guard file. A copy of the Resolution will be forwarded to the Forest Range Office and the Gram Panchayat under the signature of the Secretary.

(g) The Executive Committee shall be elected by GB at least one month before expiry of its tenure.

(ii) Executive Committee (EC)

(a) EC would meet as often as possible and necessary, but not less than once in two months.

(b) The meeting will be presided over by the Chairperson and in his absence by the Vice- Chairperson.

- (c) The quorum for any meeting of the EC shall be 50% of its membership, out of which at least one-third shall be women.

6. Duties and responsibilities of VSS / EDC:

(i) The members of the VSS / EDC shall individually and collectively protect the forest, wildlife and biodiversity.

(ii) The VSS / EDC shall put in necessary efforts so that adjoining catchments area, water resources and other ecologically sensitive areas are protected.

(iii) The VSS/ EDC shall place adequate emphasis on plantation of indigenous medicinal and NTFP species in the forests as well as outside the forest area adjoining the village.

(iv) The VSS / EDC shall ensure that the decisions taken in the Palli Sabha to regulate access to community forest resources and stop any activity which adversely affects the wildlife, forests and the biodiversity, are complied with.

(v) The General Body of the VSS /EDC shall have the powers to remove and/or substitute any elected member of the EC by a two third majority of the members if the concerned member does not discharge his/her duties satisfactorily.

7. Duties and responsibilities of the Executive Committee (EC):

(i) The EC shall carry out the day-to-day business of the VSS / EDC as per provisions of the Resolution. The EC shall prepare the Micro Plan and Annual Work Plan for the assigned forest area and integrate other developmental activities outside the forest area associated with the forest based livelihood system and get it approved by the VSS / EDC after technical scrutiny by the Forest Range Officer concerned. The EC shall be responsible for managing and implementing the Micro Plan and Annual Plan and other decisions of the General Body of VSS / EDC.

(ii) The EC shall be responsible for protection of the forests assigned to the VSS / EDC and extend their assistance to the Forest Department for apprehending the offenders who commit forest offences. If the members of the VSS / EDC play a significant role in detection of forest offence and seizure of the forest produce within their village limits, they will be entitled for a fixed percentage of the value of the forest produce (except in case of WL Trophies) so seized as per procedure laid down in Para. - 11(iii).

(iii) The EC in consultation with the GB shall evolve methodology on all issues relating to membership, conflict resolution, prevention of encroachment, exercise of customary rights and use of the permissible forest resources such as NTFP including Bamboo.

(iv) The EC shall be responsible to account for and manage the funds and other resources received from the Government, other agencies and funds internally generated, if any. For this purpose a joint account called VSS account/EDC account shall be opened in any commercial, rural or Co-operative Bank recognised by the RBI or in any post office, which shall be operated, jointly by the Secretary and the Treasurer of the VSS / EDC. Utilisation Certificate relating to the expenditure incurred shall be jointly signed by the Chairperson and the Secretary and submitted to the authorities concerned.

(v) The EC shall be responsible for managing funds received by VSS / EDC by maintaining and operating VSS / EDC account as per the procedure detailed in Annexure A.

(vi) The EC shall try to establish marketing linkage for various NTFP items and other micro-enterprise products for securing better returns for the members. The Forest Department will provide necessary support in this regard.

(vii) Annual account of VSS / EDC shall be placed before the GB for its approval.

8. Role of Palli Sabha:

As per the 73rd Amendment of the Constitution, certain powers and responsibilities have been vested on the PRIs. Therefore it is necessary to define the relationship between village level institution like VSS / EDC and the PRI and establish a linkage with the Palli Sabha.

(i) Regarding protection and conservation of forest, wildlife and environment, the EC shall work as a Sub-Committee of Palli Sabha.

(ii) If the work of the EC of any VSS / EDC is found to be detrimental to forest conservation and against the larger and long term interests of the people, the VSS / EDC may recommend for dissolving and reconstituting the EC. The Palli Sabha, on receipt of such recommendation may enquire into the matter and forward its findings to the Divisional Forest Officer for necessary action. The Divisional Forest Officer, after examining the merit will dissolve the EC and advise the GB of VSS / EDC for its reconstitution. Such dissolution will be formally placed by the DFO before the District Level Steering Committee in its next meeting for information.

9. Role of the Forest Department:

(i) To register the VSS / EDCs and maintain close liaison with them.

(ii) To support the VSS / EDCs in identifying and apprehending the forest offender(s).

(iii) To take action as per law in cases where VSS / EDC members have handed over the offender(s) and forest produce involved in the offence.

(iv) To assist in capacity building of VSS / EDC members on different aspects of forest management, planning, silviculture, nursery technology, forest laws, accounting, book keeping, micro-enterprise development, value addition and processing of NTFPs etc.

(v) To provide technical help to the VSS / EDCs in preparation and implementation of the Micro plan/ annual work programme.

(vi) To invite suggestion from the VSS / EDCs while preparing the Working Plan / Management Plan of the concerned Forest Area / Protected Area.

(vii) To sign Memorandum of Understanding with the VSS / EDCs and ensure sharing of benefit as per norms in vogue.

(viii) To establish co-ordination with other departments/agencies for successful implementation of the micro plans and related area development programmes.

(ix) To facilitate the process of discharging the duties and resolving the conflicts by the ECs.

10. Micro Plan:

(i) After constitution of the EC, as soon as possible, a Micro Plan shall be prepared by the members of the Committee through a participatory process involving VSS Members and with the technical input provided by the field officers of the Forest Department.

(ii) The Micro Plan shall be prepared for conservation and sustainable management of the assigned forests while integrating other developmental activities outside the forest area associated with the forest based livelihood system, with participation and involvement of line departments, wherever necessary.

(iii) The Micro Plan will primarily prescribe afforestation with priority for plantation of indigenous medicinal and NTFP species, soil and moisture conservation measures and activities to be undertaken for livelihood support of the forest dependent communities. It may also incorporate formation of SHGs and micro-enterprises that could be undertaken based on locally available resources and may include activities such as:- eco-tourism, farm forestry, Agro forestry, Silvi-pasture development, promotion of fuel-efficient devices, animal husbandry, pisciculture, bee keeping, mushroom cultivation, tassar/lac cultivation etc.

(iv) The Micro Plan shall indicate the choice of species in different plantation schemes and models. It shall contain a detailed silvicultural operations plan, which shall be consistent with the prescriptions of the overall working plan covering the area or the Wildlife Management Plan of the Protected Area.

(v) The Micro Plan so prepared shall be in consonance with the existing laws of the land.

(vi) The Micro Plan shall also detail out the various NTFP items that can be collected. This shall be done with due regard to the carrying capacity, productivity and biodiversity of the local eco-system.

(vii) The draft Micro Plan prepared by the EC, will be scrutinized by the Forest Range Officer from the technical, financial and legal point of view. After that the same shall be placed before the GB for deliberation and approval.

11. Usufruct sharing:

(i) The VSS / EDC shall be entitled to the usufructuary benefits from the assigned forests as under:—

- (a) Usufructs like fallen leaves, fodder grasses, thatch grass, broom grass, fencing materials, brushwood, fallen lops, tops and twigs to be used as fuel shall be available to the members free of cost.
- (b) All intermediate yields in the shape of small wood, poles, firewood etc as may be obtained as a result of silvicultural operations and bamboo harvested in VSS / EDC assigned area shall be made available to the VSS / EDC members in a manner as may be decided by EC. If sold at a price, the funds so obtained shall be deposited in the VSS / EDC account.
- (c) In case of Kendu leaves and specified forest produce other than bamboo, if any, the VSS will have the right to collect the same from the assigned forest but these items will be disposed of as per the prevailing provisions of Government and practices.
- (d) While maintaining the forest cover in perpetuity, if any major harvest or final felling occurs in the assigned forest, the same shall be taken up by the forest department as per the prescription of the working plan/ duly approved micro plan. In case of natural calamities, harvesting of wind-fallen trees shall be treated as final harvest. Priority will be given to the members of the VSS /EDC for salvaging and harvesting work. Valuation of the produce so obtained shall be done and information shared with the VSS /EDC and the produce will be sold / disposed of by the forest department or by agents of the forest department. The VSS / EDC will receive 50% share of the sale price after deduction of proportionate harvesting cost and this will be deposited in the "VSS account". The VSS may also opt for 50% of the forest produce so

harvested if it is for their *bonafide* domestic use and they agree to pay the proportionate cost of harvesting.

(e) In case of village woodlots created and maintained by the VSS / EDC on non forest land, all usufructs including interim and rotational harvests shall go to the VSS / EDC.

(f) In the event of a natural calamity occurring in the village there may be a demand for house building materials and other forest produce from the assigned forest. In such cases, the VSS / EDC may go for harvesting the required quantity of timber or other forest produce as a deviation to the Micro Plan, with due approval of the Divisional Forest Officer concerned.

(ii) The EC shall be responsible for the distribution of the usufructuary benefits equitably among the members of the VSS. Need of the group or community, who do not have any livelihood support other than depending on the forests, should be specially considered.

(iii) In cases where member/ a group of members of the VSS /EDC play a major role in the collection of intelligence, detection and seizure of illegal forest produce in transit the concerned VSS/EDC shall be entitled to the prescribed percentage of the sale price of the forest produce as per Rule 4 (3) of the Orissa Rewards for Detection of Forest Offences Rules, 2004. Such amount shall be deposited by the DFO in the "VSS account/EDC account" after disposal of the seized produce following due procedure of law.

12. Transit of harvested forest product:

All forest produce requiring permits for transit as per provisions of Orissa Timber and Other Produce Transit Rules, 1980 shall be removed from the assigned forest area in accordance with a permit to be issued jointly by the President and the Secretary in the prescribed format (Form-4). The permit shall be valid only within the limits of the area to which the VSS members belong. A record will be maintained to this effect by the VSS / EDC and the Secretary will keep the local Forest Range Officer informed of the same on a quarterly basis. In case of transportation outside the above limit, the permit will be issued by the competent forest officer on receipt of application from VSS / EDC.

13. Conflict Resolution:

(i) In case of intra village conflict in matters of implementation of Joint Forest Management, the Executive Committee of the VSS/ EDC shall endeavour to amicably resolve the conflict. If it fails to resolve the conflict, it shall bring the same to the notice of the Palli Sabha and try to sort out the issue. If the conflict still remains, the same would be

referred to the Sub Divisional Level Steering Committee formed in the line of the SDLC under FRA, 2006 and their decisions would be final.

(ii) In case of inter village conflict; the same would be referred to the Sub Divisional Level Steering Committee and their decisions would be final.

14. Memorandum of Understanding (MoU):

(i) To ensure smooth working relationship between the Forest Department and the VSS /EDC and also to bring in a sense of ownership, empowerment and accountability a MoU shall be signed between the FD and VSS / EDC delineating the duties and responsibilities of the parties concerned.

(ii) The Chairperson of the VSS will sign the MoU on behalf of the VSS while the Range Officer concerned will sign the same on behalf of Forest Department. Other members at the EC will also be signatory to the MoU as witness while the concerned local forest officials such as:— the Forester and Forest Guard will sign the MoU as witness.

(iii) The MoU shall be in the prescribed form (Form-5).

15. Steering Committee:

(i) There shall be Steering Committees at the Sub Division Level, District Level and at the State Level.

(ii) Sub Division Level Steering Committee (SDLC): This committee shall comprise of the following members:—

(a) Sub Collector	:	Chairperson
(b) Assistant Conservator of Forests	:	Member Convener
(c) An Officer of the Tribal Welfare Department <i>in-charge</i> of the Sub-Division	:	Member
(d) Sub Divisional Police Officer (SDPO)	:	Member
(e) Forest Ranger concerned	:	Member
(f) Tahashildar concerned	:	Member
(g) Chairperson of the Panchayat Samiti concerned	:	Member
(h) Zilla Parishad member	:	Member
(i) Two Chairpersons/Vice-Chairpersons of VSS/EDC (to be nominated by the DFO)	:	Member

(iii) The SDLC will be responsible to resolve all cases of intra village and inter village conflicts as referred to them in regards to smooth functioning of VSS / EDC.

(iv) The SDLC will meet at least once in every quarter and shall facilitate functioning of the VSS / EDC and provide necessary support and guidance to them.

(v) The SDLC will facilitate the VSS / EDC for protection and sustainable management of forests, forest based livelihood and holistic development of the villages.

(vi) The SDLC may invite the representatives of the committees concerned and other such peoples' representatives, reputed persons / organizations working in the field of forest management to their meetings as per requirement.

(vii) District Level Steering Committee (DLSC): This committee shall comprise of the following members:—

(a) District Collector	:	Chairperson
(b) Divisional Forest Officers (Territorial and Wildlife)	:	Member
(c) ADM dealing with land matters	:	Member
(d) Deputy Director (Agriculture)	:	Member
(e) Chief District Veterinary Officer	:	Member
(f) PD, DRDA	:	Member
(g) PA, ITDA	:	Member
(h) District Welfare Officer	:	Member
(i) Deputy Director Horticulture	:	Member
(j) Soil Conservation Officer	:	Member
(k) 5 VSS (Chairperson/ Vice-Chairperson (at least 2 women) (to be nominated by the DFO)	:	Member

(viii) The DFO concerned having the jurisdiction over the district headquarters will be the Member Convener of the meetings of DLSC.

(ix) The tenure of the non-official members will be three years.

(x) The DLSC may co-opt NGOs or other experts as members with credibility and experience of working on forest related issues.

(xi) The DLSC will meet at least once in six months and shall facilitate functioning of the VSS / EDC and provide necessary support and guidance to them.

(xii) The DLSC will oversee protection and sustainable management of forests, forest based livelihood and holistic development of the villages.

(xiii) State Level Steering Committee (SLSC): The constitution of the State Level Steering Committee shall be as under:—

- | | |
|--|--------------------|
| 1. Minister (Forest) | : Chairperson |
| 2. Chief Secretary | : Vice-Chairperson |
| 3. Principal Secretary, F & E Department | : Member |
| 4. Principal CCF (O) | : Member |
| 5. PCCF (WL) | : Member |
| 6. 2 D.F.Os./One RCCF from field to be
nominated by PCCF (O) on rotation basis | : Member |
| 7. Secretary, Revenue Department | : Member |
| 8. Secretary, Rural Development Department | : Member |
| 9. Secretary, Home Department | : Member |
| 10. Secretary, PR Department | : Member |
| 11. Secretary, SC & ST Department | : Member |
| 12. Chief Conservator of Forests (Central) | : Member |
| 13. Director, Orissa Watershed
Development Mission | : Member |
| 14. Two representatives of
Civil Society Organisations / Experts
to be nominated by F&E Department | : Member |
| 15. Special Secretary, F& E Department | : Member |
| 16. Chairpersons of two VSS / EDC
to be nominated by the PCCF (O) | : Member |
| 17. CCF (Plan, Programme & Afforestation),
Office of PCCF, Orissa | : Member-Convener |

(xiv) The non-official members of the State Level Steering Committee will have tenure of three years.

(xv) The Committee shall meet at least once in a year to guide the process of participatory forest management.

(xvi) Changes in the Resolution, if any shall be placed before the SLSC for approval and recommendation to Government.

16. Repeal and Savings:

This supersedes Forest & Environment Department Resolution No.17454-1F-Affn.17/2008/F&E., dated the 22nd October, 2008. However, all VSSs already formed under provisions of Forest & Environment Department Resolutions made earlier will be treated as VSS formed under this Resolution.

ORDER

Ordered that the Resolution be published in the Extraordinary issue of the *Orissa Gazette*.

By order of the Governor

AUROBINDO BEHERA
Principal Secretary to Government

VSS / EDC Account and Procedure of Accounting

- (i) The Executive Committee (EC) of the VSS / EDC shall be responsible to account for and manage the funds and other resources received from the Government, other agencies and funds internally generated, if any. For this purpose a joint account called VSS account/EDC account shall be opened in any commercial, rural or Co-operative Bank recognised by the RBI or in any post office, which shall be operated, jointly by the Secretary and the Treasurer of the VSS / EDC. The account will be opened in the style of "(village name/any other prefix) VSS / EDC Account". All money received by the VSS / EDC either in cash or instrument shall be deposited into the account before it is used for any purpose.
- (ii) Any withdrawal from the VSS / EDC account can be done only after a specific resolution of the EC in this regard.
- (iii) The funds deposited into the VSS / EDC account shall be utilised towards the conservation, development and management of forest, development of the village or for any other purpose ancillary to the implementation of the Micro Plan.
- (iv) In case the EC decides to spend the money from the "VSS Account/EDC account" for any other purpose it shall seek the approval of the General Body of the VSS / EDC.
- (v) In case of detection of any financial irregularity the General Body may pass a resolution and freeze the VSS / EDC account for a specific period and refer the matter to the Palli Sabha. The Palli Sabha may conduct necessary enquiry and may take required action.
- (vi) The Secretary shall be fully responsible for up keeping the Monthly account and maintenance of the Cash Book of the VSS / EDC. The local Forest Officials will provide guidance to the EC, whenever necessary to maintain the account in proper form.
- (vii) A quarterly work programme may be drawn up by the EC and implemented subject to availability of funds for the purpose. Funds will be withdrawn accordingly from the VSS / EDC Account.

- (viii) All vouchers will be passed by the EC and jointly signed by the Secretary and the Treasurer and shall be retained at the VSS / EDC level. The Secretary will prepare the monthly cash account along with an abstract of receipt and expenditure by the 10th of the following month to be approved by the EC.
- (ix) Annual receipt and expenditure of the VSS / EDC shall be audited by an auditor to be appointed by the General Body of the VSS / EDC. The annual statement of receipt and expenditure of the VSS / EDC account shall be placed before the GB for its approval. Whenever funds provided by Govt. are utilized, the audited and approved abstract of annual receipt and expenditure shall be communicated by the EC to the concerned RO and DFO for record.
- (x) Utilisation Certificate relating to the expenditure incurred out of funds received from Government or any other external agency shall be prepared by the Treasurer and jointly signed by the Chairperson and the Secretary and submitted to the authorities concerned.

Form -1

RESOLUTION

We the following villagers of _____ villages (s), hereby resolve to have formed / reconstituted a Vana Surakshya Samiti (VSS) / Eco Development Committee (EDC) for the protection and management of the part/whole of _____ forest in accordance with the provisions of Para 3 i of the Orissa Joint Forest Management Resolution, 2011. The details of the area are as follows:—

1. Name of Committee:
2. Village:
3. Gram Panchayat:
4. C.D. Block:
5. Police Station:
6. Forest Beat:
7. Forest Section:
8. Forest Range:
9. Total Members (list of members enclosed):
 - (i) No. of S.T. member _____
 - (ii) No. of S.C. member _____
 - (iii) No. of Women members _____
10. Forest areas protected and managed _____ ha.
11. Name of the Forest Block _____
12. Comp. No. _____

NAME OF VILLAGERS

SIGNATURE

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Form – 2**OFFICE OF THE FOREST RANGE OFFICER _____ RANGE**

Memo No. _____ Date _____

FORMATION OF VSS / EDC

The villagers of _____ village (s) have formed / reconstituted the Vana Surakshya Samiti / Eco Development Committee (EDC) as per the provision of Para 3 i of the Orissa Joint Forest Management Resolution, 2011 for the protection and management of the part/whole of _____ forest. The details of the area are as follows:—

1. Name of Committee:
2. Village:
3. Gram Panchayat:
4. C.D. Block:
5. Police Station:
6. Forest Beat:
7. Forest Section:
8. Forest Range:
9. Total Members (list of members enclosed):
 - (i) No. of S.T. member _____
 - (ii) No. of S.C. member _____
 - (iii) No. of Women members _____
10. Forest areas proposed to be protected and managed _____ ha.
11. Name of the Forest Block _____
12. Comp. No. _____

The Resolution of the Palli Sabha of the village of _____ village(s) is forwarded herewith for registration of the VSS / EDC in accordance with the provision of Para 9 i of the Orissa Joint Forest Management Resolution, 2011.

Signature of Forest Range Officer

Form – 3**OFFICE OF THE DIVISIONAL FOREST OFFICER _____ DIVISION****OFFICE ORDER NO. _____ Date _____**

In accordance with the provision of Para 9 i of the Orissa Joint Forest Management Resolution, 2011, the _____ Vana Surakshya Samiti / Eco Development Committee is here by registered in this office vide Registration No. _____

Forest Area Schedule:

Extent of Forest Area: ha

Description of Location:

**DIVISIONAL FOREST OFFICER _____
FOREST DIVISION**

OFFICE OF THE DIVISIONAL FOREST OFFICER _____ DIVISION

Memo No. _____ Date _____

Copy forwarded to Forest Range Officer _____ Range for information and necessary action. He is instructed to demarcate the forest area as per above schedule and depict the area in the topo sheet (1:50000 scale). A copy of the map should be available with the VSS / EDC, and in the Range Office. Another copy of the map should be submitted to this office for record.

Copy forward to Sarpanch, _____ Gram Panchayat for information and necessary action.

**DIVISIONAL FOREST OFFICER _____
FOREST DIVISION**

Form – 4

**PERMIT UNDER THE ORISSA JOINT FOREST MANAGEMENT
RESOLUTION – 2011**

- Name of the assigned Forests _____
- Description of Forest produce _____ Quantity _____
- Source of Procurement of the forest produce _____
- Name of the VSS / EDC Member _____

Date of issue:

Destination:

Valid up to:

Signature of the President

Signature of the Secretary

_____ VSS / EDC

_____ VSS / EDC

Form -5

MEMORANDUM OF UNDERSTANDING

1. We the members of the Executive Committee of the Vana Surakshya Samiti /Eco Development Committee of _____ village and the Officials of _____ Forest Range under _____ Forest Division have come together to collaborate and perform the duties and shoulder the responsibilities as detailed in the Orissa Joint Forest Management Resolution, 2011, for protection, and sustainable management of the forest areas as per the schedule given hereunder.

- i. Name of the VSS / EDC
- ii. Registration N.
- iii. District _____
- iv. Forest Division _____
- v. Forest Range:
- vi. Section :
- vii. Beat:
- viii. Police Station :
- ix. Village:
- x. Name of the assigned Forest Block:
- xi. Legal status of the Forest area:
- xii. Area (Ha) of the assigned forest:
- xiii. Boundaries of the area:

North	East
South	West

2. It is hereby agreed by and between us to abide by the provisions of JFM Resolution, 2011.
3. We undertake to function in consonance with the existing laws of the land.
4. A copy of the aforesaid Resolution is annexed herewith duly signed by us on every page in proof/evidence of our having read/understood the same in letter and spirit. It is hereby agreed that this MoU will come into effect from _____.

Signature of the Chairperson
_____ VSS / EDC

Signature of R.O.

Range:

Division:

Witnesses:

Witnesses:

- 1.
- 2.
- 3.

- 1.
- 2.
- 3.