Government. of Odisha

Guidelines for
COMMUNITY BASED MONITORING REPORTING AND VERIFICATION

Odisha Forestry Sector Development Project II
Odisha Forestry Sector Development Society
Forest, Environment & Climate Change Department, Govt. of Odisha

Guidelines for

COMMUNITY BASED MONITORING, REPORTING AND VERIFICATION (CMRV)

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FOREWORD

Dr. Meeta Biswal, IFS
PCCF (Projects) and Project Director
Odisha Forestry Sector Development Society

Forests are one of the most important solutions to address the effects of climate change. As per estimates, approximately 2.6 billion tonnes of carbon dioxide, which is one-third of the CO2 released from burning fossil fuels, is absorbed by forests every year. Estimates show that nearly two billion hectares of degraded land across the world – an area the size of South America – offer opportunities for restoration. Increasing and maintaining forests is, therefore, an essential solution to mitigate climate change.

The restoration of forests by addressing the deforestation and degradation of forest ecosystems has the potential to contribute over one-third of the total climate change mitigation opportunities. It is a well-known fact that the forests are the main source of CO2 absorption. Among all Green House Gases, CO2 is the main contributor.

Also, Forests are source of sustenance for the people dependent on Forest Resources. The harmony between the Forests and People is of great importance, when the forests are managed sustainably with the active involvement of the forest dependent community.

OFSDP II is one such endeavour towards sustainable forest management with simultaneous addressing of the livelihood issues of the forest fringe dwelling communities living beyond the last mile. All the activities and interventions under the project are addressing the arrest of drivers of deforestation and forest degradation. In order to implement the REDD + strategy in the project, the drivers of deforestation and forest degradation are to be identified and after identification, suitable mitigation measures are to be adopted. Based on the mitigation measures, the results are to be measured in the REDD+ frame work.

In order to successfully and effectively address the drivers of deforestation and forest degradation, the first step will be to identify these drivers followed by adopting the steps to be taken for their mitigation. This identification of the drivers and the mitigations will be done by the community, assisted by the project implementation authorities. The system of self-monitoring by community institutions based on the annual implementation plans are proposed to be put in place through the revisit of microplan at village level. These guidelines will assist the project personnel to facilitate the Community based Monitoring, Reporting and Verification through the Revisit of Micro plan.

Dr. Meeta Biswal, IFS

ACKNOWLEDGEMENT

The Guideline on the Community Based Measurement / Monitoring, Reporting and Verification (CMRV) in Odisha Forestry Sector Development Project Phase-II (OFSDP-II) has been formulated in accordance with the project document that is the Special Survey Report, 2016 by JICA and the Minutes of Discussion (MoD). This Guideline is prepared with in the frame work of REDD + as envisaged in the project Document as the Monitoring, Reporting and Verification (MRV) are the important elements of the REDD + program. This is planned as community based in OFSDP -II

Our sincere gratitude is due to the PMC Experts in general and to Mr. Atul Jindal, IFS & (PCCF, retd.), CMRV expert, PMC in particular who have provided valuable inputs in drafting this guideline.

Gratitude is also due to Shri Sudhanshu Shekar Khora, IFS, Deputy Project Director, CME&S and Shri Sudarsan Bahera,OFS(STS) , Dy. Project Director (A&F) for their valuable insights in finalising the Guidelines.

I take this opportunity to thank Dr. Meeta Biswal, IFS, PCCF (Projects) and Project Director, OFSDP II for her constant support and guidance in finalising the document.

Last but not the least we convey our sincere thank to the entire team of PMU and PMC for publishing this document well in time .

Subrat Kumar Kar

State Program Manager, (CID)

Guidelines for Community Based Monitoring, Reporting and Verification

1.0 Introduction

Forests are a stabilizing force for the climate. They regulate ecosystems, protect biodiversity, and supply goods and services that can drive sustainable growth. About one third of the land area is covered under Forests and is sustaining livelihood for the forest dependent communities. They play an integral part in the carbon cycle, as forests absorb carbon dioxide which otherwise contributing to the global climate change.

2.0 Global Warming and Climate Change: Issue to Ponder

The present crisis of the global warming is due to the global climate change. The Green House Gases are the main contributing factor. Carbon Díoxide (CO2) is the main contributing gas in the green House Gases. The deforestation and degradation of the forests are main factor for increase in CO2 level in the atmosphere causing the Global Warming. According to one estimate, about 5 to 10 Giga tones of CO2 are emitted annually, which comes from deforestation and forest degradation.

Green House Gases: Carbon Dioxide (CO2), Methane (CH4), Nitrous Oxide (N2O),

Industrial gases:
Hydrofluorocarbons (HFCs)
Perfluorocarbons (PFCs)
Sulphur Hexafluoride, (SF6)
Nitrogen Trifluoride (NF3)

On the other hand, forests are also one of the most important solutions to address the effects of climate change. As per estimates, approximately 2.6 billion tonnes of carbon dioxide, which is one-third of the CO2 released from burning fossil fuels, is absorbed by forests every year. Estimates show that nearly two billion hectares of degraded land across the world – an area the size of South America – offer opportunities for restoration. Increasing and maintaining forests is, therefore, an essential solution to climate change.

A. Deforestation and Degradation: Issues to address

- Halting the deforestation and degradation of forest ecosystems and promoting their restoration have the potential to contribute over one-third of the total climate change mitigation opportunities. It is a well known fact that the forests are the main source of CO2 absorption. Among all Green House Gases, CO2 is the main contributor.
- Also, Forests are source of sustenance for the people dependent on Forest Resources. The harmony between the Forests and People is of great importance, when the forests are managed sustainably with the active involvement of the forest dependent community.
- Other benefits in support of both people and nature are considerable.
- Globally, 1.6 billion people (nearly 25% of the world's population) rely on forests for their livelihoods, many of whom are the world's poorest.

- Forests provide US$ 75–100 billion per year in goods and services such as clean water and healthy soils.
- Forests are home to 80% of the world's terrestrial biodiversity.

Hence, conservation of forest ecosystem and enhancement of Forest Stock with sustainable Forest management of the forests are the main issues to be taken up on priority to address deforestation and forest degradation.

B. Strategy: What can be done?

Forests play the important role in building resilience to climate change in several ways:

- Combating deforestation and forest degradation in areas of high biodiversity and cultural significance helps to conserve the benefits that people and societies get from forests. This will not only enhance the forest stock but also act as carbon sink generated from Green House Gases.
- Restoring forest landscapes: The forest management at Landscape level will also help to enhance climate change mitigation and adaptation.
- Enabling community rights-based forest land use and benefit sharing: For Sustainable Management of Forests, the forest dependent community rights are to be recognized and the use of forest land should be in such a way that the benefit sharing from the community based SFM should be shared with the community. Hence, the management of forest with the active involvement of the community is one of the prime and critical activities. This will ensure the community involvement in management of forest resources for a sustainable and equitable supply of forest goods and services. Projects like OFSDP- II will help to strengthen community-based management of forests, alleviate poverty, empower women and men and enhance biodiversity. This will also address the livelihood issues by generating alternate source of income for sustenance.

C. Unlocking forest benefits: The benefits from Reducing Emissions from Deforestation and Forest Degradation (REDD+) by Community based Sustainable Forest Management can also be explored with proper capacity building of the community.

- Today, more and more consumers are demanding forest products from sustainable sources, paper and other forest product from deforestation-free supply chains.
- Nature – and in particular, trees and forests – can and must be part of the solution to keeping the climate within the globally accepted two-degree temperature increase limit.

3.0 Concept of REDD+ (Reducing Emissions from Deforestation and Forest Degradation)

REDD+ is a financing model negotiated under the UNFCCC to reduce greenhouse gas emissions from deforestation and forest degradation in developing countries. These emissions are mainly due to the various factors like deforestation, degradation, industrialization and various factors contributing the green- house gases causing global warming.

The United Nations Program on Reducing Emissions from Deforestation and Forest Degradation (UN-REDD) is a collaborative program of various international organizations. The main source of the global warming and climate change are the greenhouse gases and Carbon Dioxide is the major component. Since the forest absorb CO2 and by absorbing carbon, the forests function as the major carbon sinks. Hence, the climate change mitigation can be achieved by enhancing the forest stock and conserving the forests and ecosystem services with SFM and involving communities dependent on forests. In REDD, the plus (+) is added with the inclusion of Sustainable Forest Management (SFM) with the involvement of forest dependent community.

Forest conservation, sustainable management of forests and enhancement of forest carbon stocks is the most effective tool for achieving climate change mitigation in the developing countries.

It is divided into three phases, which are roughly associated with readiness, implementation, and payment for results. Hence, the objective of REDD+ is to conserve forest carbon stocks, sustainable management of forests and enhancement of forest carbon stocks. (Plants absorb CO2). The main objective of mitigating climate change through reducing net emissions of greenhouse gases is through enhanced forest management in developing countries.

4.0 Scope of REDD+

In developing countries, there is tremendous scope to reduce the emissions due to deforestation and forest degradation, by encouraging technical and financial interventions on the following fronts:

i. Reducing emissions from deforestation
ii. Reducing emissions from forest degradation
iii. Conservation of forest carbon stock
iv. Sustainable management of forests and
v. Enhancement of forest carbon stocks

5.0 REDD+ Strategy

If we are able to identify the drivers of forest of deforestation and forest degradation and address the cause of the drivers, the emissions generated due to deforestation and forest degradations can be controlled. These drivers can be many. Hence, the REDD+ strategy should address the drivers, land tenure issues, forest governance issues, gender considerations, safeguards, ensuring effective participation of stakeholders including indigenous peoples and local communities in controlling these drivers with Sustainable Forest Management.

6.0 Sustainable Forest Management - Dependence of Local Communities on Forest Resources and the Concept of JFM

At present, there are 1,73,000 numbers of forest fringe villages in the country (MoEFCC, 2006) where local communities are highly dependent on forests for their bona fide needs including fuel wood, fodder, food supplements, livestock grazing, construction and agricultural implement materials, NTFPs, traditional medicines, etc.

The concept of Joint Forest Management (JFM) recognizes the usufructuary right of the protecting communities over forest produce. The local communities facilitated by the State Forest Department jointly plan and implement the activities related to sustainable forest management and community development plans and exercise their right over the forest produce from the forests so protected. Thus, the JFM Program aims to improve the quality of forests while simultaneously aim to arrest the drivers of deforestation and forest degradation.

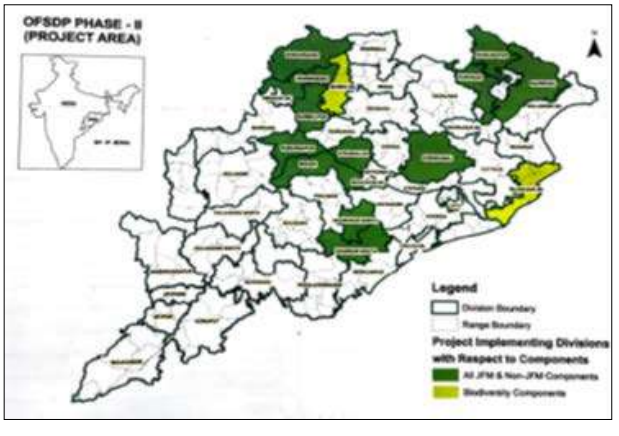
In Odisha the JFM resolution came into existence in the year of 1988 which was subsequently revised in 2008, 2011 and 2015. It sought community participation for protection, regeneration and management of the forest wealth widening the scope of employment generation and social empowerment of the forest-fringe dwellers. It also includes inclusion of villages located within the National Park/ Sanctuaries as well as adjacent to the same for protection and management of the wildlife and habitat covering the Reserve Forests and Protected Forests, Village forests and Revenue Forests having crown density of less than 40% under JFM. The role of Palli Sabha, composition of members of Executive Body of Vana Surakshya Samiti etc. is of great importance in the SFM with the active participation of forest dependent communities.

7.0 Main objectives of the interventions through the JFM in OFSDP II:

From FY 2006-to FY 2015 JICA assisted Odisha Forestry Sector Development Project (OFSDP-I) was implemented. In this project, sustainable Forest management was promoted by JFM plantation and community /tribal development. As a result, in OFSDP-I the forest density improved in the project area contrary to the overall declining trend in the density of the forests in other areas.

Based on the learnings and lessons from implementation of OFSDP I, Odisha Forestry Sector Development Society launched OFSDP II in 12 Forest Divisions with the following overall goal and objectives:

- To enhance the Forest Ecosystem along with the sustainable livelihood of local people by improving Sustainable Forest Management, sustainable biodiversity conservation, community development there by gathering harmonization environmental conservation and Socio-Economic development of the project area.



In order to achieve the overall goal of the project, the basic approach of the project is to:

- Restore the Degraded Forests and augment forest resource through community participation.
- Secure Sustainable Forest Management by improving forest. administration, community organizations and other stake holders.

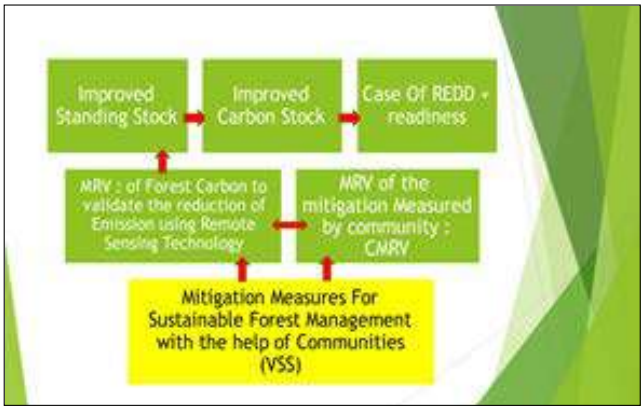
- Experiments on Conservation and Scientific Management of Biodiversity
- Promoting intersectoral convergence for enhancement of livelihood.
- Improve income of the target forest dependents.

Thus, the interventions being implemented in OFSDP II are addressing the issues related to deforestation and forest degradation.

8.0 REDD + framework in OFSDP II and CMRV

In OFSDP-II, the REDD + strategy is to be adopted till the stage of the readiness in the project divisions. In fact, all the activities and interventions are addressing the arrest of drivers of deforestation and forest degradation. In order to implement the REDD + strategy in the project, the drivers of deforestation and forest degradation are to be identified and after identification, suitable mitigation measures are to be adopted. Based on the mitigation measures, the results are to be measured in the REDD+ frame work. The important tools for MRV in REDD+ in OFSDP -II are:

1. Community based Monitoring, Reporting and Verification of the interventions are undertaken in the project activities. (Presently in scope of these Guide lines).
2. Measurement of the Carbon stock in the pilot forest sites using Remote Sensing and GIS techniques.



It is also to be noted that the MRV Monitoring, Reporting and Verification is the important tool for REDD+ strategy. In OFSDP II, this MRV is community based and is referred to as Community based Monitoring, Reporting and Verification. (CMRV).

9.0 Addressing the Drivers of Deforestation and Forest Degradation

In order to successfully and effectively address the drivers of deforestation and forest degradation, the first step will be to identify these drivers followed by adopting the steps to be taken for their mitigation. This identification of the drivers and the mitigations will be done by the community, assisted by the project implementation authorities.

For the purpose of planning for identification, mitigation and monitoring of the drivers of degradation and deforestations, microplanning at VSS level in OFSDP II is the prime tool for identification and mitigation measures at decentralized VSS level. The periodic Community Based Monitoring, Reporting and Verifications is thus, made a part of the revisit process for institutionalizing the processes followed by periodic review and collation of information. Hence, the defining of roles and responsibilities of all stakeholders for the following the process of CMRV is essential.

10.0 Community Based Monitoring, Reporting and Verification (CMRV)

The drivers of deforestation and forest degradation existing in the community-based forest management area are to be identified during the process of micro-plan revisit and mitigation measures to address these drivers are to be initiated as part of the planning process.

The system of self-monitoring by community institutions based on the annual implementation plans are proposed to be put in place through the revisit of microplan at village level. Community institutions are to be facilitated and guided to fine-tune and adopt simple participatory tools for generating performance reports based on actual achievements. These participatory tools are FGD, visit to the intervention site and use of IMS module being developed by Geomatic Cell of PMU, OFSDS.

In order to enhance the scientific and comprehensive monitoring, activities related to identification of the drivers of deforestation and forest degradation are to be carried out through Community- based Monitoring, Reporting and Verification (CMRV). The Annual Performance Report Card to understand the impact of the mitigation measure will be prepared on a Rating Scale based on color code performance rating system. The Annual Performance Report Card of each VSS/ EDC would be collated at the FMU level. The system of self-monitoring by the community institutions has been codified in the chapter on CMRV in the Micro Plan Revisit.

11.0 Guidelines for operationalizing CMRV (To be read with Annexure 3):

The steps and the processes to be followed in implementing the CMRV at VSS level are listed below:

1. **Orientation of the Community on CMRV:** The General Body of the VSS/ EDC will be assembled and the importance of REDD+ will be explained by the project personnel to them. It is important to note that technical words are to be avoided and the concept is to be explained in simple terms.

2. **Formation of Community Based Sustainable Forest Management Monitoring Group:** The Executive Committee of the VSS/ EDC will function as the Sustainable Forest Management Monitoring Group (SFMMG). In addition to its other roles and responsibilities, the Executive Committee will have the role and responsibility of conducting this CMRV exercise. It is to be noted that this group will play major role in both the collation of information as well as the mid-course correction in implementation of the intervention after due approval of the microplan.

3. Orientation of the Members of Executive Committee to function as the SFMMG: The Members of SFMMG will be oriented on the following aspects:

a. Roles and Responsibilities of SFMMG towards CMRV
b. Identification of Drivers of Deforestation and Forest Degradation at VSS level
c. Ranking of Drivers of Deforestation and Forest Degradation
d. Assessment of the Magnitude of the Drivers of Deforestation and Forest Degradation
e. Frequency of Monitoring
f. Preparation of Report Card at VSS Level

11.1 Identification and Ranking of Drivers/ Causes of Deforestation and Forest Degradation

(This is an indicative list of drivers, which should be discussed in detail and finalized in order of ranking). The drivers with indicative mitigation measures is annexed as **Annexure 1.**

Sl. No.	Drivers/ Causes of Deforestation and Forest Degradation	Rank on the basis of Importance
1.	Illicit removal / smuggling of timber and fuel wood	
2.	Uncontrolled grazing,	
3	Uncontrolled Exploitation of Fuel wood	
4.	Encroachment	
5.	Forest Fire	
6.	Soil Erosion	
7.	Fodder Collection and Sale	
8.	NTFP Collection	
9.	Natural Causes- like Cyclone, Diseases and Pests etc. (please specify the cause and the extent)	
10	Poverty Alleviation Issues	
11.	Any Other	

11.2 Assessment of the Magnitude and Mitigation Measures for Drivers of Deforestation and Forest Degradation

The mitigation measures and probable outcomes will also be listed in the proforma given below and also in the relevant proforma of the Revisit of Microplan. It is essential to note that during microplanning exercise, the interventions were listed out in all batches of VSS. These interventions are to be grouped with suitable drivers and with the probable outcomes. This exercise is just a collation of information which was placed in microplanning.

- Here it may be noted that the magnitude: High means more degradation. Example: More illicit removal = 3 marks, Low illicit removal: So, 1 marks.

- The magnitude of drivers is different from the analysis of impact of intervention in the Annual Performance Report Card.
- The analysis of the magnitude of the driver means the reverse of the impact of intervention. For example- If the Score of illicit felling declines successively when the management is proper and the score in the Annual Performance Report Card will increase in rating.

Sl. No.	Drivers/ Causes of Deforestation and Forest Degradation	Magnitude (High = 3; Medium = 2; Low = 1)	Details of Negative impact on Forests	Possible action to reduce damage (Mitigation measure)
1.	Illicit removal / smuggling of timber and fuel wood			
2.	Uncontrolled grazing,			
3.	Uncontrolled Exploitation of Fuel wood			
4.	Encroachment			
5.	Forest Fire			
6.	Soil Erosion			
7.	Fodder Collection and sale			
8.	NTFP Collection			
9.	Natural Causes- like Cyclone, Diseases and Pests etc. (please specify the cause and the extent)			
10.	Any Other			

11.3 Monitoring Frequency (Annual) and Mechanism – The Report Card System

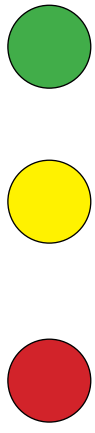
After the identification and ranking of drivers of deforestation and forest degradation on the Rating Scale (High-3, Moderate-2 and Low-1), the Annual Performance Report Card (based on colour code performance rating system of High-Green, Moderate-Yellow, Low-Red given below) for each VSS/ EDC would be made and the results displayed at the VSS Building cum IGA Facilitation Centre. Adequate capacity building will be conducted with hands on exercise by the project personnel.

A. By VSS - (Use number according to the Rating Scale)

Sl. No.	Degradation Drivers	Sl. No.	Mitigation Measure monitoring and mode of Monitoring	Evaluation Criteria for Impact of Mitigation Measure- Project Interventions	Frequency	Marks
A.	Forest Degradation	1	Afforestation (FGD)	Selection of Species are indigenous and the decision of VSS has been taken into account: Yes = 1 mark; No = 0 mark	One time	
				Plantation done is for filling up of the gap, Yes = 1 mark; No = 0 mark	One time	
			Total of 1	Maximum Marks = 2		
		2	Silvicultural Operations (FGD and Transect walk for verification)	All the operations are as per the decision of the VSS are on Time: 2 Marks/ All the operations are as per the decision of the VSS but are delayed: 1 Marks/ All the operation are not as per the decision of the VSS and are not on time: 0 Marks	Annual	
		3	Survival of Plantations (Transect walk)	Plantation Survival More Than 90 % = 3 marks/ Survival between 80-90 % = 2 marks/ 60-80 % = 1 mark/ less than 60 % 0 Marks	Annual	
		4a.	Forest Protection impacting growth of plantation (Transect Walk)	The average height of the plantation is: More than 2 mts = 3 marks/ Between 1 to 2 mts = 2 marks/ Less than 1 mt = 1 mark	Annual	
		4b.	Forest Protection – Improvement in canopy density – (Transect Walk)	If the canopy density of Forest is: More than 40-70 % = 3 marks/ Between 10 to 40 % = 2 marks/ Less than 10 % = 1 marks	Annual	
		5	Soil and Moisture Conservation Measures (Transect Walk)	Planned, executed and silted = 3 marks/ Planned and executed = 2 marks/ Planned but not done = 1 marks/ Not done = 0 mark	Annual	

B.	Illicit Timber Felling	6	Control of Illicit Felling Incidences (FGD based on records from FMU and other sources)	Annual Number of cases Zero: 2 marks/ between 5 to 10 = 1 Marks/ More than 10 = 0 Marks	Annual	
		7	Social Fencing-traditional wih Traditional method of Protection (FGD)	Existing and continuing Yes = 1 mark No = 0 mark	Annual	
C.	Grazing and Fodder Collection for Sale	8	Controlled Grazing-Rotational Grazing (FGD)	Grazing is controlled or rotational Yes = 3 mark No = 0 mark	Annual	
		9	Fodder Collection-Stall feeding (FGD)	Fodder collection for stall feeding is done Yes = 2 mark No = 0 mark	Annual	
		10	Fodder Plantation (FGD)	Done Yes = 1 mark No = 0 mark	One time	
D.	Uncontrolled Exploitation of Fuel wood	11	Alternate Fuel Supply (FGD)	Available and used = 2 marks Available but not used = 1 mark Not Available = 0 marks	Annual	
		12	Fuel wood plantation (FGD)	Done Yes = 1 mark No = 0 mark	One time	
E	Control of Forest Fire	13	Capacity building Trainings on Forest Fire management	Conducted Yes = 1 mark No = 0 mark	Annual	
		14	Fire Control Planning	Conducted Yes = 1 mark No = 0 mark	Annual	
		15	Creation and Maintenance of Fire Lines (Transect walk, FGD)	Fire Lines created well in time and maintained = 3 marks/ Fire lines Created well in time and under maintenance = 2 Marks/ Fires Line Created, but delayed and poorly Maintained = 1 mark/ Fires Lines not created well in time: 0 marks	Annual	
		16	Number of Fires incidences during the Fire season (Transect walk, FGD)	No incidence = 2 Marks/ 1 to 3 incidences = 1 marks/ More than 3 incidences = 0 Marks/	Annual	

		17	Total Area of impact of Fire (Transect walk, FGD)	0 to 0.5 ha. = 3 marks/ 0.5 to 1 ha. = 2 marks/ 1 to 1.5 ha. = 1 mark/ Above 1.5 ha. = 0 marks (Here it may be noted that VSS may report the area in local scale that can be used and converted into hectare)	Annual	
F	Encroachments	18	Existence of Encroachment	Was there? Yes = 0 mark/ No = 2 mark		
		19	Removal of Encroachment	Done Yes = 2 mark/ No = 0 mark		
G	Livelihood Initiatives	20	Livelihood Initiatives Through Convergence (FGD)	No. of Schemes for community development and convergence More than 3 = 3 Marks/ Between 3 to 5 = 2 marks/ Between 1 to 3 = 1 marks/ No Schemes = 0 mark	Annual	
		21	IGA Activities Taken up	Yes = 1 mark No = 0 marks	Annual	
		22	Revolving Fund Utilization	Done Yes = 1 mark No = 0 marks	Annual	
H.	Other	23	Regular General Body Meeting	Done Yes = 1 mark No = 0 marks	Annual	
		24	Regular Executive Committee Meeting	Done Yes = 1 mark No = 0 marks	Annual	
		25	Regular Record Keeping	Done Yes = 1 mark No = 0 marks	Annual	
Total				Maximum Marks = 50		

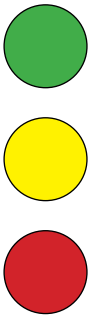
	Score: 	Total Maximum Marks: (50) • High (marks obtained = 45 and above) use green color code. The VSS is performing well to address the drivers of degradation can be an example for other VSS • Moderate = (marks obtained between 40 to 44) Use Yellow Color code. The VSS is not performing satisfactorily. There is scope to improve the rating. Analysis is to be made for the cause of average performance and coarse correction is to be made • Low = (Marks Obtained less than less than 40 Marks) Use Red Color code. The VSS is not performing well. Poor Performance. Needs immediate attention, Situation analysis is to be made and immediate course correction is to be taken up. Call GB /EC to rectify the management and fact finding and corrections.		

B. CMRV by SHG (Annual) This will be conducted through FGD.

(To be done for each SHG in a VSS along with the SHG Rating Tool)

Name of SHG _____

Sl. No.	SHG Evaluation Criteria	Indicator	Marks Obtained
1.	Regular meetings of SHGs	Held regularly Yes = 1 mark/ No = 0 Marks	
2.	Membership Status of SHGs (BPL)	If the BPL number of Members in SHG is More than 70 % = 3 Marks/ Between 50 to 70 % = 2 Marks/ Less than 50 % = 1 Marks/ No BPL Members = 0 Mark	
3.	Regular record Keeping (Minutes register, Pass Book etc.as per the prescribed list)	Done Yes = 1 mark No = 0 Marks	
4.	Internal savings has started and the contributions are made to SHG fund	Done Yes = 1 mark/ No = 0 Marks	
5.	Involvement of Members in IGAs	Number of Members of SHGs involved in IGAs All members = 3 Marks/ Between 7 to 10 members = 2 Marks/ Between 3 to 7 members = 1 Marks/ Less than 3 members= 0 Mark	

6.	Training on Sustainable Practices for IGA	Number of Trainings organized annually More than 5 program = 3 Marks/ Between 3 to 5 Programs = 2 Marks/ Less than 3 Programs = 1 Mark/ No Program = 0 Mark	
7.	Loan Availability from Revolving Fund	Disbursement of Revolving Fund Regularly: more Than 70 % disbursement achieved = 3 Marks/ Between 50 to 70 % = 2 marks/ Between 30 to 50 % = 1 Mark/ Less than 30 % or not disbursed = 0 Mark	
8.	Repayment of loan taken from Revolving Fund	More Than 90 % = 3 marks/ 70 to 90 % = 2 marks/ 30 to 70 % = 1 mark/ Less than 30 % = 0 Mark	
9.	Default in Repayment of Loan taken from other Sources	No default: 3 marks/ If there is any Default: 0 Marks	
10	Any Other Item with the approval of SHG for scoring. (This will strengthen the Capacity of SHG for self-evaluation)		
	Total	MM 21 marks	
		Score: Total: Maximum Marks 21 High = (marks obtained = 16 and above) use green color (performed better in IGA try to score more, can be used as an example for other SHGs) Moderate = (marks Obtained 12 to 16 Use Yellow Color): Efforts to improve the rating in next monitoring be analyzing and resolving the problem) Low = (Marks Obtained less than 12 Marks use color code red) Poor Performance Needs in depth analysis to study the main cause of poor performance.	

11.4 The Process of Rating of the VSS and SHGs after scoring various indicators

- When all the indicators are scored with common consensus in a VSS meeting, the total of the score will be used for the score card rating. For this purpose, the color code will be used in the following format.
- The format will be displayed on a chart and the annual score card in the form of a chart will be displayed by a circular color tag.
- This color tag may be colored rounded sticker or a BINDI. The Score card of a VSS will be displayed in VSS Building cum IGA Facilitation Centre.

- At the FMU level and then at the DMU Level, each score card will be collated and compiled as total number of color dots scored for different Drivers of Deforestation and Forest Degradation.
- For all SHGs in VSS, it will be displayed in the VSS Building cum IGA Facilitation Centre.
- It is also planned to up load the score card in the IMS portal after the data entry at FMU level with help of PNGO/ FMU Coordinators.
- The RCCF will supervise the activities.

12.0 Instructions on Community Interaction

Community interaction through meetings for mobilization of VSS is explained below:

12.1 Preparatory works before holding a meeting

- Discuss among team members about the Purpose
- Prepare a clear agenda with projected time line.
- Fix Date, Time and Venue of Meeting before hand and intimate to all concerned.
- Communicate Agenda to all concerned.
- Reconfirm to ensure that participants are communicated in time
- Each team member will carry a printed copy of the Agenda
- Position and responsibility to be divided among the team i.e. who will be the- Group Leader, Facilitator, Note Taker, who will do the photography? who will coordinate and work towards discipline in the meeting?
- Formats developed for capturing required data has to be with the team members
- Carry pen, pencil, writing pad, chart paper, marker, scissor, camera, recorder etc.

12.2 Do's

- While individual or group meeting introduce yourself and tell the purpose
- Do keep smiling and greet people on meeting them
- Do allow the people to speak, validate the responses
- Pl ensure the participation of women in the CMRV exercise at all level

12.3 Don'ts

- Don't give false promise and don't Commit anything to anybody on behalf of the project like the issuance of Carbon credits. This is only REDD + Readiness exercise.
- Don't ask personal questions to any person or questions against culture, gender etc.
- Don't give opportunity to any influential person to hijack the discussion
- Don't be judgmental or critical on any response, behavior or gesture
- Don't find fault with people, place or otherwise

Annexure-1

The Proforma for the Drivers of Deforestation and Forest Degradation with Mitigation Measures and possible mitigation outcomes.

S. No.	Drivers/ Causes of Deforestation and Forest Degradation	Mitigation Measures. (indicative, can be more based on local conditions at VSS level)	Possible Mitigation Outcomes.
1.	Illicit removal/ smuggling of timber and fuel wood	• Enforcement • Watch and Ward • Social fencing • Traditional system of control of Illicit Felling	• Improved Regeneration • Density/ Crown Cover enhancement
2.	Uncontrolled grazing	• Stall feeding • Identification of Grazing Land • Rotational Grazing • Fodder Plantation	• Pressure on Forest is reducing • More green foliage • Density Improvement
3.	Uncontrolled Exploitation of Fuel wood	Alternate supply of Fuel(Ujjwal) Plantation of fast growing species for Fuel wood sourcing Additional Source of Income	• Pressure on Forest is reducing • Density Improvement
4	Encroachment	Removal of Encroachments	Arrest of the Deforestation
5.	Forest Fire	• Mobilisation of Community • Awareness camps • Training to control fire • Community Based Fire Control • Satellite Based Fire Monitoring Information Dissemination (MODIS)	• Loss of Biodiversity is arrested • Improved regeneration
6.	Soil Erosion	SMC Measures Proper placing of SMC structures	Water Conservation Availability of Water during summers for Cattles and other purposes.
7.	Fodder collection for sale	Alternative source of Income/SHGs/ Convergence	Leaf Foliage will improve
8.	NTFP Collection	Management of NTFP collection by Area Allotment/Time frequency /value addition	Livelihood is augmented along with Sustainable Forest Management
9.	Natural Causes- like Cyclone, Diseases and Pests etc. (please specify the cause and the extent)	• Information System to be strengthened (early warning) • Management of the losses to the minimal	Loses are reduced.
10.	Poverty/ Livelihood Issues	• Income generation • SHGs activation • Convergence • Livelihood augmentation	• Income augmentation • Less dependence on Forests
11.	Any Other		

Annexure-2 Roles and responsibilities of different Stakeholders in the process of CMRV

Stakeholders	Activity to be organized	Details of the Activity
PMU		
	Orientation program on CMRV for RCCF/ DMU Chiefs and SMSs, and PMU officials	• Brief about the CMRV- REDD+
	Preparation of CMRV Guideline	• Guidelines with brief methodology for training on CMRV, Formats and directions.
	Detailed Training Program on CMRV with Microplanning revisit for DMUs/SMSs and Other Field Functionaries.	• PMU will conduct training program at PMU head quarter along with format discussion and finalization for field training program.
	Collation of Data	• The Data for driver identification will be auto compiled and the report with mitigation measures to be adopted will be generated, using IMS
	Analysis of the report	• PMU will analyze the report based on the reports generated for each DMU on dash board option to analyze the reports at VSS level will also be there in IMS Dash Board. • PMU will revert back to RCCF and DMU
DMU/ADMUs/ SMSs	Training Program for CMRV on ToT format	• Based on the training and learnings the module for PNGOs/SMSs and FMU chiefs will be organized in which the PMU-PMC officials will also participate. (One Day)
	Compilation of Drivers	• DMU Chief will Compile all data for identification of Drivers and report to the PMU through IMS
	Report to the PMU and RCCF	• Through Dash Board the DMU Chief will report the monitoring results after analysis and verification and take appropriate action based on the scoring (report Generation, Analysis and Verification) • RCCF will also oversee the report and make their comments to PMU
FMU Chiefs/ PNGOs/ SMS/ FMU Coordinators	Training program for CMRV	• At VSS level the orientation about CMRV and processes of CMRV and will be organized with detailed inputs abut CMRV as discussed in the Guideline • Identification of the drivers and their Ranking with Mitigation Measures and possible out comes in the formats attached. • Filling of the formats. This will be accompanied with hands on exercise.

	Reporting the VSS wise Information	• The Report in IMS portal will be reported by DMU through Dash Board (data Filling and report generation)
VSS-EC {Sustainable Forest Management Monitoring Group (SFMMG)}, PNGOs/ SMSs/ FMU Chief	Identification of Drivers	• The drivers will be discussed in GB meeting and EC will finalize the drivers and list them out for future reference. Report to FMU chief who will report to DMU Chief through IMS.
	Quarterly Monitoring for the assessment of Drivers Mitigation	• Transect Walk by VSS STFMG EC accompanied by other members of GB as decided in the GB meeting at the time of CMRV initiation. With recording of Data in Formats • Report to the FMU Chief In hard Copies

Annexure-3 Brief About the Training to be Conducted at the VSS/ Level during CMRV Awareness and Implementation

Step:	Topic	Resource Persons
1: Orientation of the Community for the CMRV	1.What is CMRV? 2.Why CMRV? 3.Brief about the CMRV and REDD + (bring the community to a common Understanding. Use the lay man's language. It will be tough to talk about the REDD + to community, just skip it and tell them about Carbon dioxide absorption by Plant. More Plant and healthy plants, more absorption)	PNGO Teams/ SMS/ FMU Coordinators and the Member Secretary of the VSS in overall supervision of the DMU Chief
2: Identification and Ranking of Drivers: In the workshop conducted on REDD+ in 2019, the drivers were identified and were ranked for the entire Division. They have to identified again at the VSS Level and ranked again. 1. Illicit removal / smuggling of timber and fuel wood	1. What are the drivers and why are they to be monitored (here list out the drivers and rank them accordingly with the members of Village/HH. In the EC meeting, these drivers will be identified and ranked.	PNGO Teams/ SMS/ FMU Coordinators and the Member Secretary of the VSS in overall supervision of the DMU Chief

2. Uncontrolled grazing, 3. Uncontrolled Exploitation of Fuel wood 4. Encroachment 5. Forest Fire 6. Soil Erosion 7. Fodder Collection and Sale 8. NTFP Collection 9. Natural Causes- like Cyclone, Diseases and Pests etc. (please specify the cause and the extent) 10. Poverty Alleviation Issues 11. Any Other	**This process will be a part of the Revisit of Microplan.**	
2: Team Building and assigning the roles **Formation of Community Based Sustainable Forest Management Monitoring Group:** The Executive Committee of the VSS/ EDC will function as the Sustainable Forest Management Monitoring Group (SFMMG). In addition to its other roles and responsibilities, the Executive Committee will have the role and responsibility of conducting this CMRV exercise.		
Step 3: Orientation of Group (SFMMG)		
Identification and Raking of the Drivers:	In FGD, the identification and ranking will be done based on the experience of the VSS members. Project Personnel will facilitate.	

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Odisha Forestry Sector Development Society
Forest, Environment & Climate Change Department, Government of Odisha

SFTRI Campus, Ghatikia, Bhubaneswar-751 029

Annexure-A

Modifications in Section A, B and F of CMRV Guideline

1

Existing

S. No.	Degradation Drivers	S. No.	Mitigation Measure monitoring and mode of Monitoring	Evaluation Criteria for Impact of Mitigation Measure- Project Interventions	Frequency	Marks
A	Forest Degradation	4b.	Forest Protection – Improvement in canopy density –(Transect Walk)	If the canopy density of Forest is: More than 40-70 % = 3 marks/ Between 10 to 40 % = 2 marks/ Less than 10 % = 1 marks	Annual	

Modified

A	Forest Degradation	4b.	Forest Protection – Improvement in canopy density –(Transect Walk)	If the canopy density of Forest is: More than 40 % = 3 marks/ Between 10 to 40 % = 2 marks/ Less than 10 % = 1 marks	Annual	

2

Existing

S. No.	Degradation Drivers	S. No.	Mitigation Measure monitoring and mode of Monitoring	Evaluation Criteria for Impact of Mitigation Measure- Project Interventions	Frequency	Marks
B.	Illicit Timber Felling	6	Control of Illicit Felling Incidences (FGD based on records from FMU and other sources)	Annual Number of cases Zero: 2 marks/ between 5 to 10 = 1 Marks/ More than 10 = 0 Marks	Annual	

Modified

B.	Illicit Timber Felling	6	Control of Illicit Felling Incidences (FGD based on records from FMU and other sources)	Annual Number of cases Zero: 2 marks/ between 1 to 10 = 1 Marks/ More than 10 = 0 Marks	Annual	

3

Existing

S. No.	Degradation Drivers	S. No.	Mitigation Measure monitoring and mode of Monitoring	Evaluation Criteria for Impact of Mitigation Measure- Project Interventions	Frequency	Marks
F	Encroachments	18	Existence of Encroachment	Was there? Yes = 0 mark/ No = 2 mark		
		19	Removal of Encroachment	Done Yes = 2 mark/ No = 0 mark		

Modified

F	Encroachments	18	Existence of Encroachment	Was there? Yes = 0 mark/ No = 2 mark	Annual	
		19	Removal of Encroachment/ Non-Existence of Encroachment	Yes = 2 mark/ No = 0 mark	Annual	