

## **Guidelines for Survey of Assigned Area and Treatment Area of VSS under AJY**

1. Range Map has been prepared with approximate boundaries of Forests (as per the topo sheets) and circulated for identification of villages in close proximity (3 Km. belt). This should be referred to while choosing and locating the villages for VSS to be included in the AJY Scheme.
2. VSS constitution and identification of assigned forest area for each VSS should be strictly according to the provisions in the JFM Resolution 2011 read with its Amendment, 2015 and the location of assigned forest area for the VSS is to be marked on the above map after the completion of Survey and demarcation of the area in the field.
3. Reconnaissance survey of the assigned area should be done with the members of EC of the VSS. The EC members/ prominent persons involved in forest protection/ ward member of the adjoining VSS/villages should also be associated in this survey in order to identify and resolve any conflict about the overlapping area. At the time of this survey, forester concerned will use handheld mobile devices for identification and preliminary assessment of area. (Uploading the vector file and indicating name and status of forest areas). The survey report along with an approximate map showing the boundaries with respect to identified permanent features is to be prepared and jointly signed by all members of the team and to be submitted to the Range Forest Officer concerned.
4. Once the assigned area is found free from conflict and in accordance with the provisions in JFM Resolution 2011, necessary boundary clearance and pillar posting of the above area will be done at the field level. Boundary clearance should be done over 6' width without any removal of tree growth and restricted to only weeds and line clearance. RCC pillars of size 10cm X 10cm X 100cms (inscribed **VSS** on one of the sides and colored white on exposed portion of 35cms.) will be used to demarcate the boundary of assigned area. Care is to be taken to ensure integrity of RF/PRF/DPF boundary pillars without change in their alignment and pillar number for the common/ overlap portion of the JFM assigned forest area boundary. The pillars of the JFM assigned area are to be serially numbered from the South East corner of the plot in clockwise sequence. It should be noted that the RF pillar numbers of the already existing boundary pillars of RF/ PRF/ DPF are to be used in bracket along with the boundary pillar number of the assigned area for that particular RF/ PRF/ DPF pillar in the overlapping portion of the boundary. Further, the RF/ PRF/ DPF pillars appearing within the VSS assigned forest area are also to be mentioned so that the different categories of forests appearing within VSS assigned forest area will be demarcated and recorded.
5. The hand held devices (with mobile application) are to be used for survey and recording of the GPS Co-ordinates of each pillar. Wherever the hand held devices (with mobile application) are not available, the hand held GPS devices may be used and the data is to be recorded in the following format for upload in web GIS at Range level. The GPS usage recommendation mentioned below may be followed. All permanent

RF/PRF/DPF pillars falling inside the assigned area should also be captured for GPS coordinates in order to assess the area of different categories of forest within the assigned area. This data need to be uploaded in the web GIS at the Range level and verified by the Range Forest Officer.

| VSS Name | GPS Coordinates |       |      | Forest Block's Name | Recorded area in ha | Name of Working Plan coupe covering VSS assigned area |
|----------|-----------------|-------|------|---------------------|---------------------|---|
|          | Pillar No.      | Long. | Lat. |                     |                     |   |
| (1)      | (2)             | (3)   | (4)  | (5)                 | (6)                 | (7)   |

6. Each Pillars are to be photographed with pillar and its inscribed number at Right/ left hand bottom of photo (preferably in the mobile sets with GIS application wherever available) and showing the detailed view of the forest area. Wherever the photographs are taken using digital camera, the photos are to be uploaded into web GIS with the corresponding VSS assigned area.
7. Artificial features passing inside the assigned area should also be mapped with appropriate GPS Co-ordinates recorded at specified interval. In case of roads, data need to be taken at 100 meters and at prominent curves. The water bodies need to be recorded with two farthest corners. Particulars about the recognized forest rights appearing within the assigned area are also needed to be recorded in the following format.

| Particulars of forest rights recognized with certificate within JFM Boundary |                      |
|--|----------------------|
| Forest Right area in ha  | No. of right holders |
| (1)  | (2)                  |

8. Before preparation of the micro plan, the assigned area should be visited by a technical team consisting of the forester, forest guard, NGO team member and atleast 2nos. of the EC members of VSS for assessment of the forest cover and identification of the treatment area 50ha for ANR and/ or 10ha for block plantation.
9. The treatment area so identified also should be pillar posted separately for 35ha ANR area, 10ha control plot and 5ha demonstration plot and GPS coordinates to be recorded as described in para. 5 above. The vector so created for treatment area in the field will be checked by Range Officer in the web GIS at his level and authenticate for its correctness in location inside the assigned area and for the forest cover as per the background satellite imagery before authenticating and finally uploading in the web GIS.

## GPS Usage Recommendations

1. Fully charge your batteries before starting a survey. Additionally, carry extra sets of batteries, if available.
2. Start your GPS and be sure you have initialized your GPS receiver according to your individual unit's instructions. The first time a GPS unit is used in a new location (or whenever it has been moved 500 miles from where it was last used), the unit will need up to 15 minutes to orient itself. The more often you use the unit in its new location, the faster it will receive satellite data and record positions. After switching on, allow the at-least 5 minutes for the receiver to stabilise before starting data collection.
3. Set the datum of your GPS receiver to WGS 84 and the coordinate display format to decimal degrees (DD.DDDDDDDD). The time should be set to GMT+ 5:30 hour.
4. Start Collecting GPS coordinates after at least 5 satellites are in view and the (error in) accuracy level displayed is less than 8 m.
5. When you have located a feature you wish to record make sure you have as clear a view of the sky as possible. Leaves and branches of trees cause interference and slow the reading process down but they would still function in these conditions.
6. Do not switch off the GPS receiver in between the survey unless the gap is more than half an hour. In case it is switched off, follow receiver initialisation instructions above (from 1 to 5).
7. For lines and polygons, coordinates are to be taken at a distance between 50 to 100 m based on the curvature i.e. closer for curves and farther for straight lines. A coordinate is to be taken at each sharp curve.
8. New track log is to be started for each VSS and submitted along with the coordinate data.
9. Location coordinates should be recorded in 3+ column table with first column as pillar number, second for latitude and third for longitude reading. Optionally fourth column can contain altitude and fifth column onwards for attributes if any.
10. For polygons and lines, use separate table for each feature.
11. Use decimal numbers with at least 6 point precision (six digits after decimal mark) for entering the readings. Do not add any alphabets to the readings.
12. Use any spreadsheet application viz. Libre office, MS Excel etc. to store data and submit soft copy for further use through WebGIS application.
13. Provide description of data and details of data collector along with contact. number at the end of the file.