

**GENEY MUSHROOM MANAGEMENT
GROUP
GENEY GEOG
THIMPHU DZONGKHAG**



Geney Community Mushroom Management Plan: 2019 to 2029

Geney Community Mushroom Management Plan 2019 to 2029

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Acronyms

AAC	Annual Allowable Cut
AHL.	Annual Harvesting limit
AWP	Annual Work Plan
CF	Community Forest
CFMG	Community Forest Management Group
CFMP	Community Forest Management Plan
CFO	Chief Forestry Officer
DoFPS	Department of Forest and Park Services
DT	Dzongkhag Tshodu
DzFO	Dzongkhag Forest Officer
DzFS	Dzongkhag Forestry Staff
FNCRR	Forest and Nature Conservation Rules and Regulation
FO	Forest Officer
GFO	Geog Forest Officer
GCMMG	Geney Community Mushroom Management Group
GPS	Global Positioning System
GT	Geog Tshode
Ha	Hectare
NGO	Non Governmental Organization
NWFP	Non Wood Forest Product
Resuup (Local)	Village Forest Guard
RGOB	Royal Government of Bhutan
RNR-EC	Renewal Natural Resources Extension Centre
SFED	Social Forestry and Extension Division
SFES	Social Forestry and Extension Section
SRF	State Reserve Forest

Summary

The Geney Community Mushroom Management Group (GCMMG) is formed by the people of Geney gewog under Thimphu Dzongkhag. The mushrooms are currently grown in an area of 857.5 hectares. The Group consist of 123 households from five Chiwogs of Geney Gewog are the members of GCMMG. Approximately 90% of the members of GCMMG are also managing the Community Forest Management Group. The *Tricholoma matsutake* is harvested by the community of Geney Gewog and it is the main source income for the community. Due to the increasing population and unhealthy method practiced during harvesting, the people of Geney Gewog realized that unless they undertake some prior management measures for this species, there is high risk of losing this mushroom from its natural habitat, thereby, hampering the income of Geney community in the long run. The first GCMMG management plan was formulated in the 2008 and was successfully completed in 2018 and this plan will be implemented from 2019 to 2028. The objectives of Community Mushroom Management plan are, to prevent the mushroom growing area from forest fire and illegal harvesting, to generate the income through improved marketing of mushroom and accordingly enhance the livelihood of the members, to improve the productivity and quality through managing the habitat for consistent growth of mushroom and to build capacity at GCMMG level to effectively manage the forest for sustainable supply of mushroom. As per bio-laws, the GCMMG management groups are responsible to carryout activities such as, patrolling the mushroom growing areas under Geney gewog jurisdiction during mushroom growing season; harvesting of mushroom and trading of mushroom will be done according to the management description; manage grazing, and limit the collection of leaf mould and leaf litter in the mushroom growing area. The mushroom management group will create opportunities for the members to increase production, enhance the quality, and improve marketing opportunities. The income through the collection and trading of mushroom would be one of the rural vibrant sources of income provided no unexpected natural disaster/epidemic occurs in the future. It is expected that the GCMMG members would benefit consistently by selling the mushroom, provided they manage and protect the habitat and harvest on a sustainable basis.

The management plan will be valid till 2028. The plan will be evaluated before the end of the plan period.

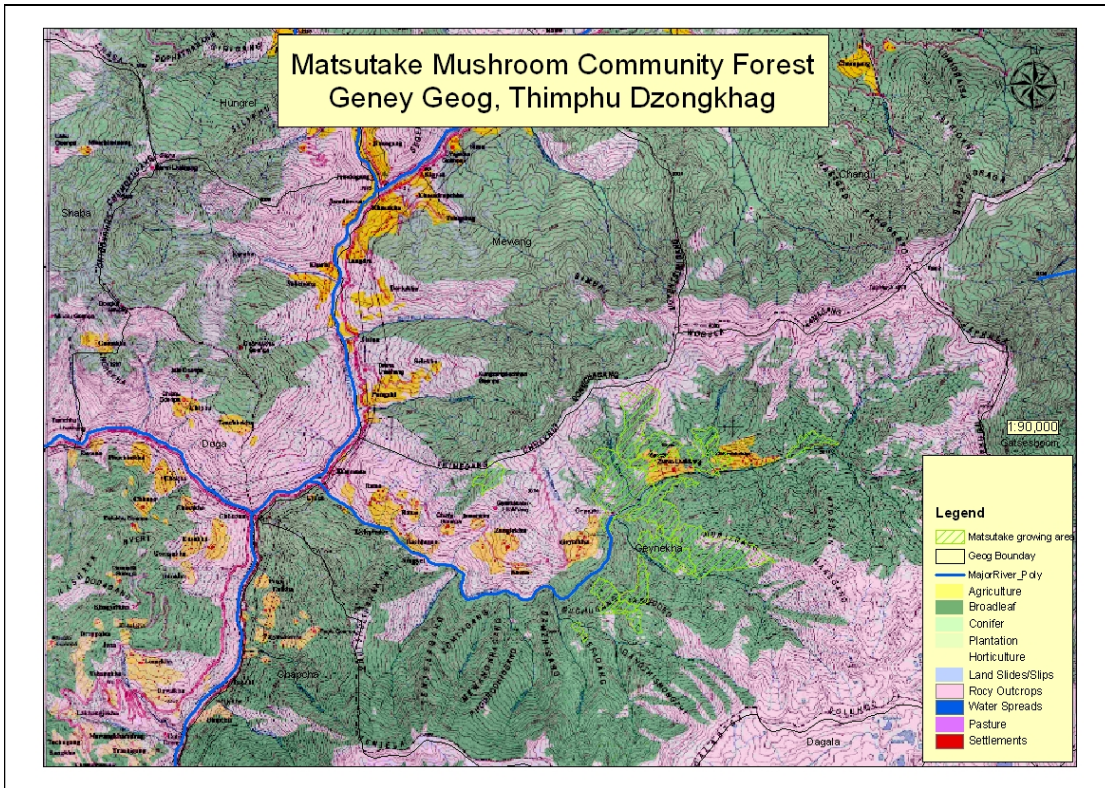
PART A: FOREST MANAGEMENT

1. Introduction

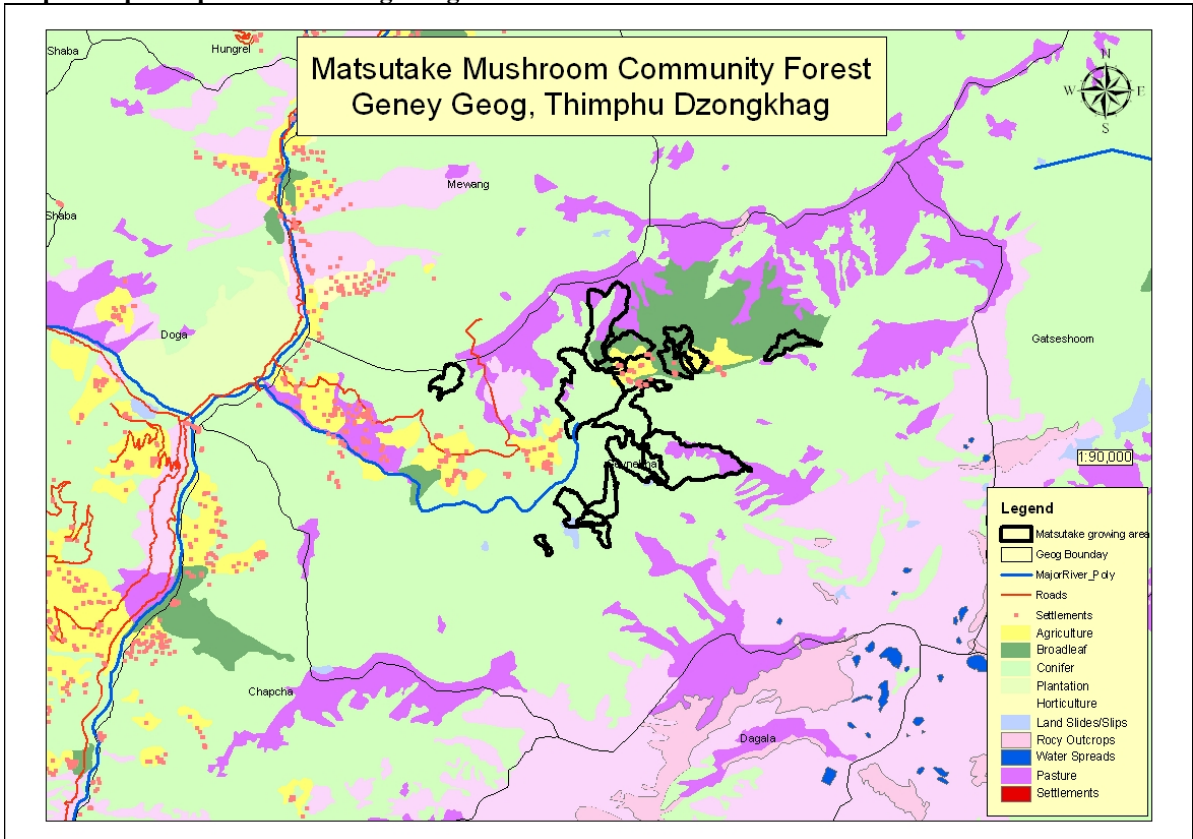
The mushroom growing area of 857.5 hectares consists of rich floras dominated by blue pine and oak species. The mushroom growing area is located between between 2800 to 3800 meters above sea level. Out of 197 households in the Geog, 127 households are the member of Mushroom Management Group.

With a total of 127 Community Mushroom Management Group (GCMMG) members, management committee consists of five elected members. (Chairperson, Secretary, Treasurer and Two Resuups). One member each from 5 chewogs will be nominated from the GCMMG members to contest though election and whoever secure the highest vote will become chairman, second highest will become secretary, third highest will become treasurer and the last two will become Resuups. To avoid gender disparity, there is equal opportunity for both the gender to participate in the elections. The management group was felt important because of the increasing pressure on the annual mushroom harvest. Having realized the gradual deterioration of the produce due to increasing pressure, the National Mushroom Centre (NMC), Bajo Research Center (CBNRM project) and the Thimphu Forest Division in close collaboration with the Gewog Administration conducted a series of awareness cum educational meetings with the user group during the first plan in 2007. The revision for the Management plan was facilitated by Thimphu Forest Division with financial assistance from Social Forestry and Extension Division, DoFPS, MoAF.

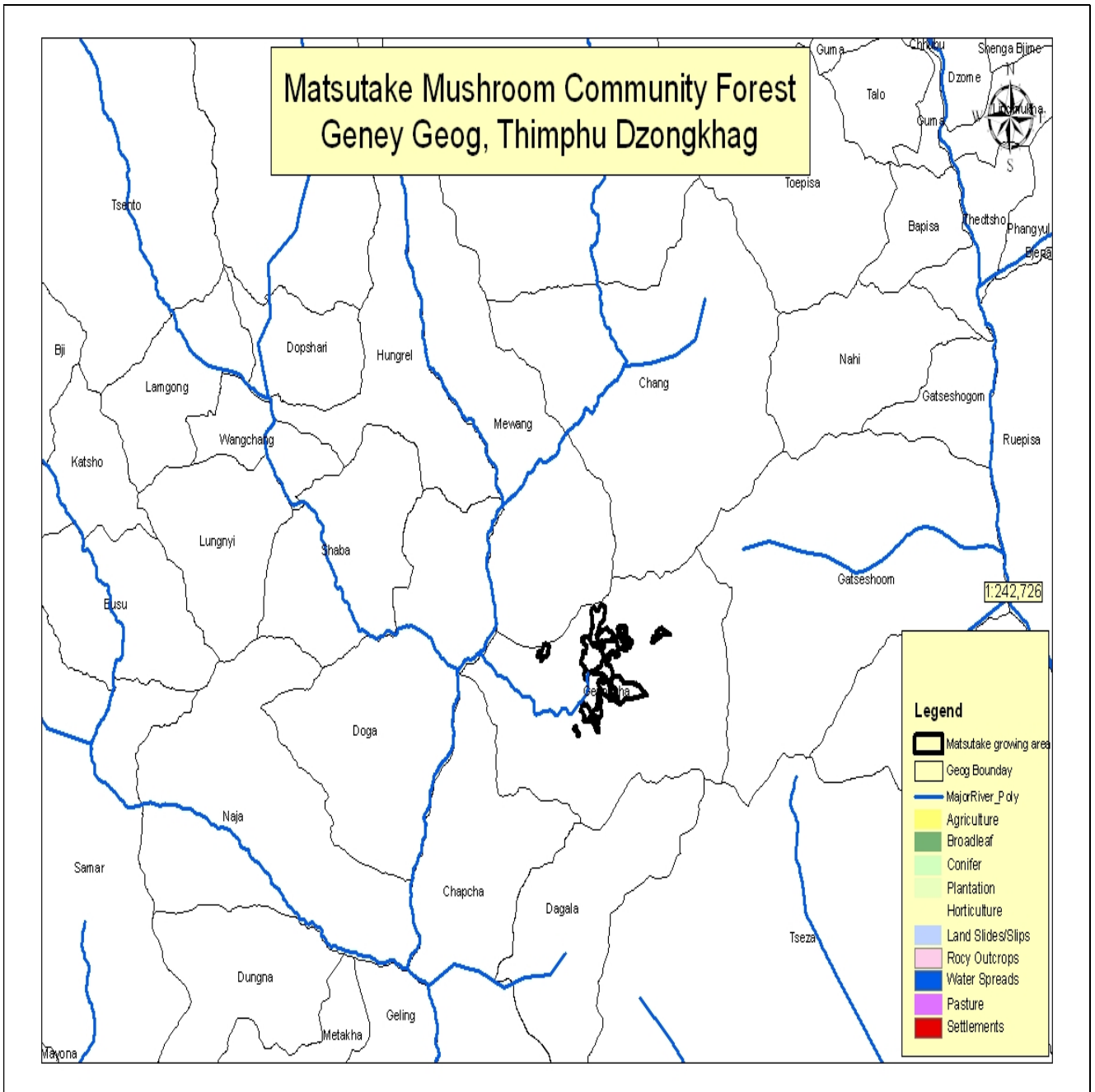
2. Maps



Map 1: Topo Map of Mushroom grwing sites



Map 2: Land use Map of Mushroom growing sites



Map 3: Location Map of Mushroom growing sites

3. Traditional Rights, Responsibilities and Management Systems

Products/Services	(Rights) Who has the right? What are they?	(Responsibilities) Who has the responsibilities? What are they?	(Traditional Management Systems) Describe any management or forest use systems
Timbers for constructions	Irrespective of the GCMMG members all the communities under Geney Gewog have the access to harvest timbers provided they have the valid Forestry Permits.	The issuance of permits and marking is done by the Department of Forest followed by monitoring.	No traditional management systems.
Fuel wood	All the communities including the GCMMG members holding valid forestry permits have the rights to collect fuel woods from the area	The Department of Forest issues the permits and monitors.	
Mushroom	All the communities of Geney Gewog issued with the forestry permit have the rights to collect the mushroom.	The forestry permit is issued by the Forest Department. Size of mushroom decided and monitored by National Mushroom Center and Forest Department.	There are no traditional management systems. The mushroom was not identified as high value commodity and as such the people use to kick them wherever they found. It was only after 1988 that the mushroom was identified to have high trade value across the Asian countries.
Leaf litter	The leaf litter collection from the mushroom habitat is negligible however any household belonging to Geney Gewog has the right to collect it.	No Forestry Permit required and as such no regulations in place as of now.	There is no traditional management system.

4. Social Information

The members of the Community Mushroom Management Group (GCMMG) are from five chiwogs namely Chigoen, Bama, Zanglungkha, Genekha and Tshochekha-Zamto. The people in the local area follow subsistent farming with small land holdings of mostly dry land located in tough geographical condition. The livelihood income sources are from the agricultural crops mainly potato followed by mushroom trade. The people out there rear livestock too and the sale of dairy products like cheese and butter supplements the daily household requirement. In the lower part of the Gewog, the income source is from the sale of apple. The soil fertility is managed and maintained through organic farming. The pilot activities of Yusipang Research Center are being carried out in the selected fields of some of the GCMMG members.

The village/settlements are blessed with the connectivity of telephone and electricity which are the important components of daily lives. With the connectivity of electricity,

the household sanitation improved a lot. The consumption of fuel wood for cooking also reduced relatively. The communities are provided with safe drinking water. The settlements are also connected with farm road which facilitate the rural mass to trade their agricultural produce and mushroom. Besides having one Central School in the Gewog, they are also fortunate to have access to Non-formal Education. Table 1 & 2 provide some income data.

Table 1: Seasonal Calendar on Forest Utilization

Product	Calendar Month												Remarks
	1	2	3	4	5	6	7	8	9	10	11	12	
<i>(Collection Timing)</i>													
Fuel wood	X	X	X	X							X	X	
Timber	X	X	X	X							X	X	
Leaf Litter				X							X	X	
Mushroom (all types)					X	X	X	X	X	X			

5. General information on the Mushroom Habitat

The Sangay Shamu well known for its market value and thereof the good income source of the people of Geney Gewog over the years is found to be growing in the natural forest at an elevation ranging from 2800 to 3800m above sea level. The composition of flora includes Blue pine, Oak, Rhododendrons, *Pirus*, *Lyonia*, Spruce and Hemlock. Other types of mushrooms like *Cantherellus cibarus*, *Auricularia Aauricula*, *Clavaria* spp. *Russula delica* and *Polyporus sulphureus* are also grown in the habitat. The canopy density of the forest is more than 70%.

There are ample patches of profuse natural regeneration of mainly blue pine which indicates that the forest stock will remain intact in long run perspectives. The grazing and collection of fuel wood from the area is very minimal and negligible and does not hamper the habitat of mushrooms owing to long distance from the village and settlements.

The mushroom habitat is also the home to many species of wild animals. The Sambar, Barking Deer, Jungle Fowl, Pheasants, Owl, Drongo, sparrow, Dove, Rats, cats, Tiger, Monkey, Eagle, Butterflies, Snakes, Thrushes, Squirrel, Magpie, Wild Pigs, wood pecker, and wild dog are some of the wild animals found in the habitat areas. The habitat is being shared by the domestic animals for grazing.

The area once experienced an incidence of fire but not much of the habitat has been damaged. The area therefore has the rich undergrowth that attracts birds and animals. The wild animals and birds are not hunted by the local people and as such they enjoy the natural peace except the fear for the natural predators.

There is high risk of habitat degradation due to open access to the collectors and recent increase in collectors. With the advent of legal frame works of the GCMMG, the resource would be protected and managed on sustainable manner.

Table 2: Forest Product Preference and Availability Matrix

Uses / Species	Preference/Availability	L/Litter	D/shing	Cham	Tsim	D/chung	F/pole	F/post	F/wood	S/lep
Blue pine	Preference	*****	*****	*****	*****	*****	*****	***	***	****
	Availability	0000	000	0000	00000	00000	00000	00000	00000	00000
Oak	Preference	*	-	-	*	*	-	**	*****	-
	Availability	00	-	0	00	00	0	0000	0000	-
Spruce	Preference	-	***	****	****	****	***	**	*	**
	Availability	0	**	0000	000	0000	00	0	00	00
Hemlock	Preference	-	***	***	**	*	-	-	**	-
	Availability	-	0	0	0	-	-	-	0	-
Rhodo	Preference	-	-	-	-	-	-	-	****	-
	Availability	-	-	-	-	-	-	-	000	-
Lyonia	Preference	-	-	-	-	-	-	-	**	-
	Availability	-	-	-	-	-	-	-	0	-

*****-Highly preferred
00000 - Highly available

*-Little preferred
0 - Little available

The SFES section under Thimphu Forest Division facilitated the preparation of a forest product matrix to document the different types of forest products required by GMMG, and to rank the preference and abundance of these products. The GMMG members generally prefer blue pine and spruce for construction timber, fencing posts, and oak for firewood. Other species were ranked as lower preference, since the GMMG members do not utilize them. The farmers collect the timbers, fencing posts, and firewood outside the mushroom growing sites.

6. Blocks for mushroom

There was no need for blocking the habitat due to uniformity of the density and composition of trees and other species of plants thereby requiring no distinct management objective. The habitat is kept as a single block although the habitat appears in patches as if it is divided into different blocks.

7. Resource Assessment

Unlike the resource inventory of other Non-wood Forest Product (NWFP) and forests, it is difficult to conduct the resource inventory on the mushroom due to its seasonality and dependence on climatic circumstance. Also this year's production figure doesn't say anything about next year's harvest. Although blocking was not required however, the area appeared divided into patches naturally due to the location of the collection sites.

The resource inventory of mushroom area was basically the identification of the habitat in pockets in different collection zones rather than finding out the number of mushrooms to be collected in a year.

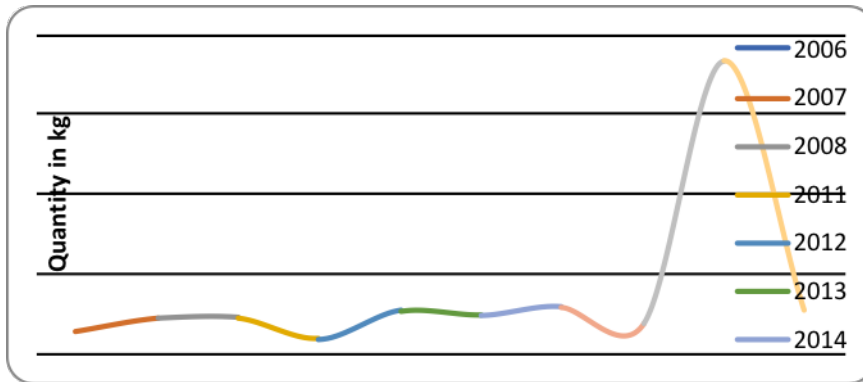


Figure1: Showing annual quantity of Masutakemushroom collected by GCMMG.(source from GCMMG record)

Year	Quantity in kg		
	Grade-A	Grade-B	Total
2011	1247.00	549.50	1796.50
2012	4076.00	1354.00	5430.00
2013	4142.76	807.57	4950.33
2014	4784.82	1061.85	5846.67
2015	3309.49	507.96	3817.46
2016	4300.33	1738.55	36701.66
2017	4288.16	1174.33	5459.49
Total	26148.56	7193.75	64002.09

Table 1: showing the annual quantity of Masutakemushroom collected by CFMG

The annual collection of mushroom has been fluctuating yearly. Nonetheless, it is assumed that the production would remain relatively constant due to the protection and management of the habitat.

8. Problems and opportunities

As per the Previous Management Plan records the production has remained almost constant with negligible fluctuation. Nonetheless, it is likely that the production would decline in the near future if the management prescriptions are not followed as per the plan.

The implementation of the management plan would minimize the inflow of the outsiders harvesting the mushroom. The operation of the plans which is for the next ten years

would help towards protecting the habitat collectively. In addition, the strict implementation of the bylaws would certainly bar the illegal collectors from entering the area for mushroom collection. Consequently, it will create opportunities for the member to have increased production and quality produce for better market. The income through the collection and trading of mushroom would be one of the rural vibrant sources of income provided no unexpected natural disaster/epidemic occurs in the near future.

The effective implementation of the by-laws would help the GCMMG to sustain the supply of mushroom. However, with the growing population within the GCMMG, there would certainly be conflicts among the members. These shall have to be tackled by the management committee strictly and get resolved as per the directives enshrined in the by-laws.

The GCMMG had an opportunity to start a pocket enterprise for value addition and processing the product for higher marketing potentials. The GCMMG can give employment opportunity to the youth in management and in marketing of the product.

9. The objectives of Geney Mushroom Management Group

The following are some of the important objectives of Geney Mushroom Management Group (GCMMG):

- i. To prevent the mushroom growing area from forest fire and illegal harvesting.
- ii. To generate the income through improved marketing of mushroom and accordingly enhance the livelihood of the members.
- iii. To improve the productivity and quality through managing the habitat for consistent growth of mushroom.
- iv. Build capacity at GCMMG level to effectively manage the forest for sustainable supply of mushroom.

10. Management activities against the objectives Mushroom Management

Objective	Activities	Priority	Procedure	Responsibilities
1.To prevent the area from forest fire & illegal harvesting	<ul style="list-style-type: none"> ➤ Patrolling during peak fire season. ➤ Fine collection ➤ Records 	H	I. Issuance of notification to the general public about the fire by the management committee. II. Periodic patrolling by the Resup as per the directives of the management committee.	Management Committee. Management Committee & All members.
2. Generate income	<ul style="list-style-type: none"> ➤ Collection of Mushroom ➤ Transport/marketing of the mushroom. 	H	I. General meeting of MMG. II. Consultation with NMC III. Issuance of permit	GCMMG members Management Committee
3. Improve productivity and	<ul style="list-style-type: none"> ➤ Control grazing ➤ Restrict leaf mould 	M	I. MMG meetings II. Strict compliances by the	Mgmt. Committee/All

quality	and leaf litter collection ➤ Routine patrolling		members. III. Issuance of notification to the public about the restriction by the management committee. IV. Routine patrolling by the members as per the directives of management committee	members/Mgmt. Committee
4. Build capacity at GCMMG level to effectively manage the forest for sustainable supply of mushroom	➤ Explore funding sources ➤ Study tour in regions ➤ Training on healthy harvesting method	H	I. General meeting of MMG. II. Consultation with NMC III. In consultation with NMC and DzFO	GCMMG members Management Committee

H-High, M-Medium and L-Low

The annual timing for the Mushroom collection (i.e. declaring of effective date and stoppage) shall be decided by the GCMMG as per the set criteria in consultation with NMC Semtokha so that the stock of mushroom in the forest receive adequate time for seed spores for future sustainable growth. This is because the growth of the mushroom depends upon the climatic conditions and therefore the mushroom will not grow in a specific month of the year. NMC has indicated in their guidelines that the undersized will not be allowed to collect because smaller size mushroom require greater disturbance of soil while digging out, thus causing damage to the mycelium zone and affecting dispersal of spores. This will be strictly complied by the GCMMG and are responsible to be vigilant during the collection season.

11. Technical Management guidelines

Healthy harvesting	Unhealthy harvesting	Matsutake Export Standards	Grade 'A'	Grade 'B'
<ul style="list-style-type: none"> ➤ Mushroom should be harvested whole ➤ Avoid harvesting undersized mushroom ➤ Avoid disturbance of soil and environment ➤ Use baskets for collection and transport ➤ Avoid using plastic bags or similar container ➤ Mushroom can be harvested within the declare time frame only ➤ Minimum size for matsutake is set at 7.5cm ➤ Do not disturb litter, mosses or plants ➤ Should not leave behind trash ➤ All the above are liable for penalty by DoF 	<ul style="list-style-type: none"> ➤ Looking for mushroom before the harvesting season ➤ Harvesting of very young mushroom ➤ Adulteration with other materials ➤ Disturbance of substratum(soil) ➤ Damage to host plants ➤ Using polythene bags Vs baskets 	<ul style="list-style-type: none"> ➤ Graded A &B ➤ Boxes clearly and uniquely labeled ➤ Mushrooms should not be damaged/spoilt 	<ul style="list-style-type: none"> ➤ The minimum size for A grade matsutake is 7.5cm in height ➤ Maximum 5%-10% open veil is permissible 	<ul style="list-style-type: none"> ➤ They should not be over-matured which could result in deformed shape and dark gills ➤ Grade B matsutake should not be mixed with grade A to avoid adulteration

Source: NMC, Proceeding of the workshop on sustainable harvesting and marketing of wild mushrooms

12 . Management guidelines

- No one will be allowed to hunt wild animals in the mushroom growing area. Any individual found hunting will be handed over to the nearest forest office by the GCMMG for necessary action.
- Be it the member of the GCMMG or the outsiders, making fires in the forest is strictly prohibited. The offender shall be imposed fine as per the existing Forest and Nature Conservation Rule and Regulation. The GCMMG shall be responsible to reclaim the burnt areas by planting relevant plant species.
- The outsiders (Not the member of GCMMG) but residing in the Gewog, and willing to collect mushroom for the home consumption should get prior approval from the GCMMG management committee.
- Outsiders/not the members of the GCMMG are prohibited to collect mushroom unless they have the written approval from the management committee.
- The GCMMG will allow the government and the research agencies to conduct studies about the mushroom in the area. The intended studies should not be for personal/individual benefits. The governmental institutions shall inform the GCMMG in writing about the intended research activities/studies officially without which the management committee shall not entertain.

13. Post harvesting and marketing guidelines

- The collected mushrooms should not be packed in plastics
- The mushroom should not be wrapped in the plastics, clothes and others to maintain the quality
- GCMMG shall invite mushroom exporter for the negotiation of price for the mushroom
- Negotiation shall be carried out before one month of the harvesting mushroom
- Price for the mushroom grade wise shall be fixed during the negotiation
- The sale agreement shall be drawn upon negotiation between the GCMMG and the exporters
- Grading of the mushroom shall done by the GCMMG
- GCMMG shall sale the product directly to the exporter
- Exporter shall collect the mushroom from designated locations mentioned in the agreement
- From every member 5% of the mushroom sales shall proceed to the GCMMG fund

14. Operational plan within ten years

Unlike the management plan of other forest produces, the mushroom management plan is limited to certain common activities throughout the plan period as indicated in tabular form below:

Period	Activity	Responsibilities
Year 1-10	<ul style="list-style-type: none"> i. Patrolling ii. Meetings iii. Collection & marketing iv. Study tours/training v. Training on post harvest technology on Mushroom 	GCMMG/NMC/DFO

15. Community Mushroom Tours

Any interested foreigners (Tourists) will be permitted to hike in the mushroom growing areas. They shall comply with the following terms and conditions:

- The foreigners should produce a copy of the relevant documents like visa/permit etc issued by the Department of tourism and concerned agency.
- They should pay the entry fee of Nu.500.00 per person for above 18 years and 200 for below 18 years.
- The GCMMG will provide a guide to accompany the tourist group as per the prevailing price.(by paying Nu.1000)
- The group will be allowed the choice of buying the mushroom collected by themselves from the group at the rate applied as per the agreement/genja signed with the exporters.
- They shall leave the area within the allocated time period mentioned in the permit issued by the GCMMG management committee.
- Littering of the area would result the imposition of fine as prescribed in existing Waste Management rule in Bhutan.

16. Annual work plan

Activities	Procedures	Time	Responsibility/Support
1. Patrolling during peak fire season and harvesting season	<ul style="list-style-type: none"> 1. Issuance of notification to the general public about the fire by the management committee. 2. Periodic patrolling by the Resup as per the directives of the management committee. 	<p>July to October</p> <p>August to March</p>	<p>Management Committee.</p> <p>Management Committee & All members.</p>
2. Mushroom sample collection	<ul style="list-style-type: none"> 1. Mushroom sample collected from different mushroom growing sites as per the directives of management committee. 	July	Management Committee
3. Harvesting of Mushroom	<ul style="list-style-type: none"> ➤ Time for collection shall be decided by GCMMG 	July-September	Management Committee/NMC/All members.

4. Notification	➤ Issuance of notification through media to invite exporters for negotiation	June-July	Management Committee/NMC/All members.
5. Mushroom sale agreement	➤ Fix the price for Mushroom based on Grade	June-July	Management Committee/NMC/All members.

17. Participatory Environmental Assessment

Activity proposed in GMMG Plan	Potential environmental effects				Potential socio-economic effects			
	Soil	Water	Wild animals	Plants	Traditional forest use	Cultural and religious values	Local employments	Local benefits from forest produce
Restrict outsiders from using resources	+++	+++	++	++	O	+	O	+++
Prevent/protect the mushroom habitat from fire	+++	+++	+++	+++	O	+	O	++
Cleaning campaign	++	+++	++	+++	+++	++	O	+++
Protect and manage area	+++	+++	+++	+++	O	+	O	++
Regulate the collection timing	+	O	O	+	-	-	-	++
Mushroom harvesting	-	-	-	-	-	O	+	++

+ = positive effects - = negative effects O = no effects

The water source protection encompasses more positive environmental effects. Any activity that confines to the extraction of the resources like timber and fuel wood harvesting contributes negative impacts to the environment and its components.

18. Monitoring and Evaluation

The GCMMG is responsible to monitor and evaluate whether the implementation of the activities are in line with the management plan. The monitoring and evaluation shall be done through GCMMG meetings and draw needful solutions to correct the lapses. In addition, the DFO along with the geog staff of Territorial Division will regularly monitor the area. GCMMG reporting will be done in accordance with the guidelines of the DoFPS.

Objective	Indicator	How it will be monitored	Responsibility	Comments
1.To prevent the area from forest fire and illegal harvesting	➤ No fire occurrences	➤ Patrolling the forest area	GCMMG	Territorial Forest staff will provide back stopping
2. Generate	➤ Buyers/market	➤ Sale record	GCMMG	Technical

income	<ul style="list-style-type: none"> ➤ Improved quality ➤ Cash earned ➤ Loan repayment done 			backstopping from Territorial Forest Division, NMC, AMS and BAFRA
3. Improve productivity and quality	<ul style="list-style-type: none"> ➤ No. of cattle grazing reduced ➤ Leaf litter collection reduced ➤ Cleaning campaign ➤ No evidence of outsider entering the area ➤ Continuous supply of mushroom for sale ➤ Carrying mushroom in proper basket ➤ Habitat not disturbed ➤ Collect mushroom of prescribed size >7.5cm 	<ul style="list-style-type: none"> ➤ Patrolling the area ➤ Records 	GCMMG	Territorial Forest Division, NMC & all members
4. Build capacity at GCMMG level to effectively manage the forest for sustainable supply of mushroom	<ul style="list-style-type: none"> ➤ Members aware of management and follow it ➤ Annual sale of mushroom (quantity) not declined. 	<ul style="list-style-type: none"> ➤ Records 	GCMMG	Support from NMC, Territorial Forest Division and Social Forestry and Extension Division.

PART B: GCMMG BY-LAWS

19. Membership Arrangement

Any willing person holding house number, thram and census registered in the Gewog will have the opportunity to become the member of Community Mushroom Management Group in the near future. The new member should in the first instance, submit an application to the Management Committee. The new member shall be considered as the member of the GCMMG upon approval of the management committee. The newly registered member shall pay all the expenditures made or any labour contribution made by the initial members till the day on which the new member is registered. The management committee shall thereafter inform the Chief Forestry Officer in writing through the Geog Forest Office.

The admitted new member (s) shall be the member for at least five years based on the agreement that would duly be signed. In case of any newly joined member applying to resign from the membership within five years duration, the expenses incurred till that day/date shall be imposed by the management committee with no excuses and dismiss the membership upon receiving the penalty only.

20. Benefit sharing procedure (Equity)

- All the members shall have equal access to collect the mushroom as per the directives and rules of the GMMG.
- The general meeting of the GMMG shall be convened prior to the collection time, to decide the procedures.
- The collected mushroom will be gathered in a particular place and sale should be 3 time in a week. The day will be fixing during every General meeting.
- The mushroom exporter/dealer will come at a time to buy the mushroom.
- Sale place will be only at Machangdrangsa mushroom market shed mainly to ease the Group management.
- The members will have equal rights over the generated GMMG fund.
- None of the members shall play tricks/foul role while collecting and gathering the collected mushroom.

21. Terms of reference for Management Committee

The overall roles and responsibilities of the Management Committee are as given below:

- Implementation of the planned activities enshrined in the management plan.
- Management of the GCMMG fund.
- Maintain up to date records about the GCMMG.
- Execution of the by-laws in conformity to the Community Mushroom Management Plan.
- Review and rectification of the management plan in consultation with DFO. For major changes the Department of Forest and Park Services (DoFPS) shall be consulted.
- Coordinate the collection and marketing of the mushroom in collaboration with DoFPS, NMC and exporters.
- Keep the overall happenings of the GCMMG transparent to all the members.
- Explore trainings and study tour opportunities with the support of the concerned relevant organizations like SFD, NMC, DFO, DoFPS etc.
- Coordination of the general GCMMG annual meeting.

In addition, the specific responsibilities of the management committee members are reflected here under in tabular form for clarity while discharging their duties.

Sl.No.	TITLE	RESPONSIBILITIES
1	Chairperson	<ul style="list-style-type: none"> i. Head of GCMMG. ii. Calls meeting whenever necessary and informs concerned person about date, time and place and reason for the meeting iii. Chairs and facilitates meetings and make sure each person is allowed to speak, thereby giving everyone a fair chance to speak and raise issues. iv. Approve application for Forestry product (with Secretary and treasurer) v. Countersign financial transaction and authorization to draw cash from bank account (with treasurer) vi. Distribute the minutes of the meetings to relevant agency/organizations. vii. Call/coordinate the meetings when there are disputes among the group to mutually resolve the things. viii. Explore the market avenues. ix. Keep close contact with the relevant offices through sound relationship. x. Coordinate the monitoring and review of the planned activities. xi. Send the sample to NMC, Semtokha to confirm collection timing.
2	Secretary	<ul style="list-style-type: none"> i. Assist/officiate the Chairperson but he/she shall not be allowed to sign the financial document on behalf of the Chairperson. ii. Maintain and develop the minutes of the meeting iii. Keep records iv. Maintain the list of GCMMG member v. Correspondences with the relevant stakeholders and agencies vi. Appraise the plans and achievement to the management group. xii. Countersign financial transaction and authorization to draw cash from bank account (with treasurer and Chairman) vii. with the chairperson viii. Provide helping hands to the treasurer. ix. Assist chairperson in exploring the market opportunities.

3	Treasurer	<ul style="list-style-type: none"> i. Looks after any financial transaction on behalf of GCMMG ii. Keep record on expenditure and labour contribution during GCMMG activities. iii. Give detail accounts of how much money or labour has been contributed, how much has been spent and how much is still left, at every GCMMG meeting(or as required) iv. Prepare annual financial report for CFO (with assistance of other management committee member) xiii. Countersign financial transaction and authorization to draw cash from bank account (with Secretary and Chairman) v. Deposit the fund into the CFMG account. vi. Officiate as Secretary in the absence of the same.
4	Two Resuups	<ul style="list-style-type: none"> i. Attend the meetings ii. Keep records of the attendance during working days of their own Chiwogs. iii. Update the records on absentees for penalties iv. Collection of annual fee and submit to the treasurer v. Informing/Calling members for meeting vi. Dissemination of the minutes of the Management Committee Meeting & other information on CMM to their members. vii. Patrol the area during fire season and prior to allocated mushroom collection time. viii. Keep the GCMMG management committee informed about the wrong doings in the area. ix. Attend the management committee meeting

22.GCMMG management committee members’ compensation/ remuneration

The GCMMG management committee members shall be compensated in lumsun in a year. Annually payment shall be meeting from the Group Fund as follow:

Sl. No.	Committee	Amount (Nu.)	Remarks
1	Chairman	11000/-(Eleven thousand)	The amount can be change during general meeting
2	Secretary	9000/-(Nine thousand)	
3	Treasurer	9000/-(Nine Thousand)	
4	02 Resuups	8000/-(Eight Thousand) Each	

23. Management Committee Formation for GCMMG

- The management committee will comprise of 05 members (Chairman, Secretary, Treasurer and two Tshogpas)
 - i. Chairman : 1 member
 - ii. Secretary : 1 member
 - iii. Treasurer : 1 member
 - iv. Resuups : 2 members
- Any GCMMG member can become management committee member but the candidate electing for the post of Chairman, Secretary and Treasurer should possess the writing and reading talent supported by capabilities to handle the vested responsibilities of the respective posts.
- One candidate will be elect from each Chewog (Tshochekha, Genekha, Zanglaykha, Barma and Chegoen) and will vote for the management committee post, Highest vote will be the Chairman, Second highest vote will be the

Secretary, Third Highest vote will be Treasurer and two lowest vote will be Tshopa.

- The elections shall be conducted during the annual general meeting of the GCMMG upon completion of the tenure of the management committee members.
- The management committee members (Chairman, Secretary, Treasurer and Tshopa) shall serve for the period of **three years**.
- The management committee member(s) can seek resignation in writing if he/she is not able to serve due to severe/unavoidable domestic circumstances. The situation shall be checked by the other fellow management committee members and see whether reasonable and justifiable to accept the resignation.
- The management committee shall report the resignation in the annual general meeting and elect eligible member and replace the post(s) accordingly.

24.Roles and Responsibilities of GCMMG members

- Every GCMMG member will have the rights to involve all his/her family members to collect mushrooms from the community mushroom area. But shall not be allowed to hire the collectors in case of few family members by the GCMMG member.
- Any wrong doings/undesired activities happening in the area shall be reported immediately
- All the members have the equal rights over the utilization of the resource (mushrooms) and therefore bear equal responsibilities to protect them too.
- The community will have equal right over the use of the fund generated.
- All members shall contribute equal manpower while required to carry out the work in the area.
- Ensure proper functioning of the management.
- Any GCMMG member can apply for resignation but will not be eligible for the common fund generated until the day he/she apply for the resignation.
- They shall comply with the decisions of the GCMMG management committee on the implementation of the planned activities of the Community Mushroom Management Plan.
- Bear the penalties/fine with regard to deviation or laxity in not honouring the collectively drawn Bylaws of the CMM Plan.
- The members of the association reserves the rights to keep an eye on the performances of the management committee. Any management committee member found guilty of misconduct would be expelled from the posts and elect eligible new member during the GCMMG meeting.
- They should know the overall activities envisaged in the GCMMG Plan.
- Provide helping hands towards the implementation of management plan and conflict management.
- While implementing the activities as per the annual work plan, each member will send individual whose ages are between 15 years and 55 years old.
- They shall protect and manage the mushroom habitat collectively.

25. Fees

- i. A sum of Nu.100.00 shall be charged as the registration fee to all the members in the first year and shall continue annually thereafter, The fee will be collected during General Meeting by the Management committee member and will be deposit in the Group Fund.
- ii. The new member should be liable to pay the total amount contributed as registration fee (annual fee Nu. 100) by the single member, If the new member if inheritance from the existing member. The verification should be done by the Management committee member.
- iii. The New member for new settlement, brought new sensus in the Geog should pay Nu. 3000/-(Three thousand), to be a Member of Geney Mushroom Management Group.

26. Offences and Penalties

SL No.	Offences	Penalty
1.	Carrying mushroom in plastic bags & rain gears	Nu.200.00 per incidence
2.	Collection and packing mushroom in plastics	Nu.200.00 per incidence
3.	Collection or harvesting mushroom by members or outsiders before and after the set time period	As per existing Forest and Nature Conservation rule and regulation.
4.	Community tour group littering the area	As per existing Forest and Nature Conservation rule and regulation.
5.	Community tour group not leaving the area after allocated time period	Nu.3000 per group
6.	Customers buying under-size and the seller selling under-size mushroom	As per existing Forest and Nature Conservation rule and regulation.
7..	Harvesting of mushroom untimely	As per existing Forest and Nature Conservation rule and regulation.
8.	Harvesting of undersize mushroom	As per existing Forest and Nature Conservation rule and regulation.
9.	Hiring of outsider for mushroom collection	As per existing Forest and Nature Conservation rule and regulation.
10.	Non-member(households of the Gewog) collecting for trade	As per existing Forest and Nature Conservation rule and regulation.
11.	Outsiders harvesting mushroom	As per existing Forest and Nature Conservation rule and regulation.
12.	Uprooting/Exposing the soil intentionally	As per existing Forest and Nature Conservation rule and regulation.
13	Absent from any program (Meeting, work etc)	Nu. 300 per time

The GCOMMG collectively reserves the rights to inform the management committee and impose the liable fines. A written letter shall be issued to the defaulter specifying the time period within which the fine has to be deposited. The defaulter failing to pay fine with in the stipulated time period shall be called by the management committee and warned about further necessary legal action of the country.

The fine collection shall be done by management committee member base on the location of the Chewog. No one will be allowed to hunt wild animals in the mushroom growing area (GCMMG). Anyone found hunting will be handed over to the nearest forest office by the MMG for necessary action. Be it the member of the GCMMG or the outsiders, making fires within the close proximity of mushroom habitat is prohibited. The offender shall be imposed fine as per the existing Forest and Nature Conservation rule and regulation.

The GCMMG shall be responsible to reclaim the burnt areas by planting relevant plant species.

The outsiders (Not the member of GCMMG) but residing in the Gewog (Govt. Servants) and willing to collect mushroom for the home consumption should get prior approval from the GCMMG management committee. He/she shall be fined as per the existing Forest and Nature Conservation rule and regulation if found collecting mushroom without the approval of the management committee.

The non-member (households of the Gewog) shall not be required to get approval but shall be allowed to collect for home consumption only. They shall be liable to penalties as reflected in the offence and penalty schedule.

Outsiders/not the members of the GCMMG are prohibited to collect mushroom unless they have the written approval from the management committee. The defaulters shall be fined Nu.500.00 per head upon joint certification of the MMG that he/she is an outsider.

However, the GCMMG will allow the government and the research agencies to conduct studies about the mushroom as per the Forest and Nature Conservation Rule and regulation 2017. The intended studies should not be for personal/individual benefits. The governmental institutions shall inform the GCMMG in writing with an approval about the intended research activities/studies without which the management committee shall not entertain.

Financial Arrangement (Funds)

27.Sources of fund for the GCMMG

- a. Annual membership fee
- b. Registration Fee
- c. New membership fee
- d. Collection of fine/penalties
- e. Sale of mushroom (5% of sale amount from each member goes to group fund)
- f. Visitors(Farmers Study Tour from within the Dzongkhag and other dzongkhags and organizations)
- g. Community Mushroom tour
- h. Relevant projects.

28.Fund Management

The responsibility to manage the fund falls on the management committee. The receipt of fund and expenditure incurred shall be maintained through proper records. The Treasurer is responsible to maintain up to date records about the financial matters. Proper fund management and records will be regulated through the following:

- GCMMG will open a bank account in authorized Bank in Bhutan
- Three signatories will be made responsible and mandatory to sign financial transaction. (Chairperson, Secretary and Treasurer)
- Money Receipt should be issued for all payment received
- Amount received should be repositied within 10 days or when amount in hand accumulated over 5000 (five thousand). If not liable to bear the interest rate and pay to the GCMMG account.
- All money received should be posted in cash book by treasurer
- The CFMG Treasurer collects all contribution, fees, fines, donations and penalties and maintain records
- Treasurer shall present the schedule of collection to the CFMG annually and to authorized inspection team
- There should not be over-writing, use of correction fluid, tearing pages/etc in record keeping books and money receipt including permit books.
- All financial records should be made available to authorized auditing team/inspection team anytime.

29.Permissible Activities for CF fund utilization (Disbursement)

- GCMMG development activities (CF review, nursery creation, plantation, thinning, cleaning, salvage operation, sanitation, boundary demarcation, fire line creation etc.)
- Waste Management in Mushroom growing area(Dustbin construction, Installation of Dustbin, Cleaning camping)

- GCMMG enhancement (Capacity building, study visit, meeting, workshop, networking visitors etc)
- Income generating and enterprise development (employment generating activities, marketing, value addition of product and processing of product)
- Loan (for member only)
- Overhead expenses (stationary, travel cost/transportation, utilities)
- Social Development (Incentive to natural calamities, incentive to disadvantages member/household, Contribution to the community lhakhang, water supply, farm road)
- Establishment Cost (GCMMG office construction, furniture, equipment or tools)
- Interest in initiating National CF Fund.
- Reserved fund in the bank(security)

Permissible activities	Permissible Limit (%)	Remarks
GCMMG development Activities	Not > 25%	
Loan	Not >50%	
Others	Not >20%	
Reserve Fund	Not <5%	
Total	100%	

30. Disbursement Procedure

- Benefits in terms of cash distribution amount GCMMG member shall not be permitted
- Any expenditure up to 10,000.00 shall be decided by the GCMMG management committee and beyond that amount the decision shall be made by the 2/3rd of the GCMMG member.
- The treasurer shall maintain all detail expenditure record (receipts, vouchers, bills, including minutes of meeting etc). All such expenditure shall immediately posted in Cash Book
- Treasurer shall present the detail of expenditure to the GCMMG member and concern inspection teams.
- The GCMMG management committee may maintain 10,000 in hand as contingency fund at any time.

31. GCMMG fund for loan and its Procedure

- GCMMG shall allot 50% of total fund on loan
- The purpose of loan requirement shall be education, livestock, agriculture or forestry related activities.
- Only GCMMG member can avail loan from GCMMG fund not more than Nu. 20,000 (Twenty thousand) per household and base on the proposal. Every GCMMG member shall be given opportunity to avail loan.

- Loan from GCMMG fund is not allowed to outsider(non GCMMG member)
- The GCMMG management committee can examine together with GCMMG the financial background of the borrower during GCMMG general meeting.
- The borrower must be: 18 years and above. Only in his/her household receive a loan at a time
- Have his/her census in a household who is member of CCMG
- Need guarantee shall be decided by GCMMG
- Interest rate 8%
- The loan shall not exceed 12 month should be reflect in agreement
- Penalties in case of non-repayment of the loan. (If the borrower had serious financial trouble but assure management committee that loan will be repaid. Management can exceptional decide to reschedule the loan after an evaluation of the repayment problem.
- Loan application and agreement shall be submitted through standard template (annex 12 and 13)

32.Record keeping

- Annual Work Plan
- Attendance Register
- Record of Penalty and compensation
- Collection Permit
- Record of Forest Produce Utilisation
- Money Receipt
- Cashbook Maintenance
- Bank Book Maintenance
- Meeting Minutes
- Loan Record
- Stock Register
- Calculation of payables to the group members from forest sale
- Calculation of payable to individual group members from the forest sale base on collection
- Payable Forms
- Receivable forms

33.Meetings

The whole GCMMG members will have at-least 02 general meetings annually. During such meetings at least 80% of member should be present and 2/3rd majority votes will be considered for decision making. The hall will deliberate on the following:

- Annual work plan and achievements
- Constraints and opportunities
- Fund status
- Need for Trainings and Study Tours
- Benefits of mushroom management
- Other issues

The first general meeting will focus more on the marketing strategies and reliable market whereas the second general meeting of the year will stress on the fund and achievements as per the annual work plans followed by other miscellaneous issues.

The management committee shall convene at least three times annually. They will discuss on the following issues:

- Marketing strategies and opportunities
- Fund related issues
- Problems while handling the roles and responsibilities
- Income generation
- Rectification of the plans

34. Conflict Resolution

Any sort of conflict among the GCMMG members confining to the CMM shall be dealt as per the following sets of procedures:

- The conflict among the GCMMG members will be dealt by the management committee with the support of GCMMG members.
- If in case the conflict is not being able to resolve at the management committee level, the case shall be forwarded to the Gewog Administration through the Geog Forest Incharge.
- The case shall be further forwarded to the Chief Forest Office by the Gewog Administration if the case is not solved at the Gewog level.
- The Geog Forest Office upon guidance from the Division Forest shall try to resolve the case in consultation with the Geog Administration. The case if unsettled at the Divisional level would ultimately forward to the District court wherein the same shall be dealt according to the law of the kingdom.

35. Amendments and revision of the Community Mushroom Management Plan

The amendments and revision of the CMM plan will be done by the management committee in consultation with the Territorial Division, DoFPS, Gewog Forestry Incharge.

36.Roles and Responsibilities of other stakeholders.

36.1 Territorial Division Office

- Impart trainings to enhance capacity of the GCMMG
- Provide study tours in collaboration with Social Forestry Division and Projects.
- Monitoring and evaluation of the activities.
- Support while exploring the market avenues
- Assist in conflict resolution.
- Monitoring on wild life, minerals in the CMM area.
- Facilitation during the review of the entire plan, work plans etc.
- Issuance of permits

36.2 Gewog Administration/GYT

- Provide support on the overall management aspects of the GCMMG.
- Assist in resolving the conflicts among the GCMMG members.
- Support in sourcing the funding.

36.3 National Mushroom Center (NMC)

- Provide training on collection techniques, packing of mushroom and on the use of effective implements.
- Organize mushroom tour within and outside the country for GCMMG management committee members.
- Suggest the size of the mushroom prior to the collection time.
- Decide the collection time and advise the GCMMG accordingly.
- Coordinate with the research centers like Bajo RC and Yusipang RC on any required support for the GCMMG.
- Conduct research on mushroom in the near future if the need be.
- Assist in marketing.
- Facilitate the GCMMG on pricing decision taking.
- Facilitation while reviewing the management plan.

36.4 Geog Forest Office

- Help the GCMMG in seeking the funding support.
- Assist the GCMMG on conflict resolution.
- Facilitate the GCMMG on reviewing of the management plan.
- Train the GCMMG in persistent waste management.

36.5 Bhutan Agriculture and Food Regulatory Authority (BAFRA)

- Inspection and certification of mushroom for export

37. Power of the Department

The Department of Forests has the power to monitor and take actions with regard to the overall activities of the community mushroom management if they are deviated from the rules of the government. In addition, the Department of Forests is empowered to:

- (1) take action against violators of the Act, Rules or Management Plan, regardless of whether requested by the CFMG or not;
- (2) inspect, monitor, review the records of and otherwise supervise the activities of the CFMG, and take action (including revocation of the GCMMGs certificate, where warranted under these Rules) against the GCMMG or any of its member who may be acting in violation of the provisions of the management Plan or any provisions under this chapter; establish record-keeping and financial reporting obligations.

ANNEX 01: Name of Membership for GCOMM

Sl. No.	Chewog	Name	ID card	Tharm No	House No
1	Barma	Aum Saga	11404000573	8	52
2	Barma	Denka	11404000551	28	61
3	Barma	Kinley Bidha	11404000868	22	109
4	Barma	Kinley Pem	11404000523	187	100
5	Barma	Nim Dem	11404000485	336	nil30
6	Barma	Pem Choki	11404000690	264	74
7	Barma	Pelden	11404000483	334	73
8	Barma	Kinley	11404000482	333	53
9	Barma	Mindu Zangmo	11404000506	5	56
10	Barma	Chimi Lhamo	11404000610	400	nil33
11	Barma	Chencho om	11404000534	3	59
12	Barma	Passang Gyem	11404000693	5	93
13	Barma	Wangdi	11404000544	1	60
14	Barma	Kencho	11404000738	63	39
15	Barma	Yangzom	11200500345	27	97
16	Barma	TsheringPelden	11404000579	224	111
17	Barma	Sonam Choden	11404000498	14	55
18	Barma	Dempoen Kencho	11404000047	80	48
19	Barma	Choki	11404000613	72	67
20	Barma	Tshering Dorji	11513001559	404	nil72
21	Barma	Zangmo	11404000560	20	62
22	Barma	Ugyen Wangdi	11404000525	6	58
23	Barma	Tshering Gyem0	11404000618	91	68
24	Barma	Sangay	11404000594	17	66
25	Barma	Yangka	11404000494	2	54
26	Barma	Lhaden	11411002132	4	65
27	Barma	Jatu Drukpa	11410003333	91	nil15
28	Barma	Saga	11404000470	8	52
29	Barma	Kinley Passang	1140400700	3	94
30	Barma	Doley Nedup	10905004667	12	61
31	Barma	Hopola	11401001493	201	98
32	Barma	Tshagay	10905004667	12	nil61
33	Chegoen	Dema	11404000021	77	43
34	Chegoen	Nado	11404000028	36	45
35	Chegoen	Kencho Dema	11404000033	35	46
36	Chegoen	Thuzhi Zangmo	11404000040	33	47
37	Chegoen	Ugyen Dema	11404000049	80	48

38	Chegoen	Nakumo	11404000057	80	49
39	Chegoen	Zangmo	11404000071	79	51
40	Chegoen	Gyem Lhamo	11404000083	78	91
41	Chegoen	Tshamchu	11404000094	79	92
42	Chegoen	Tshering	11404000080	236	106
43	Chegoen	Sangay Choden	11404000002	10	105
44	Chegoen	Bidha	11404000095	339	92
45	Chegoen	Daw Bidha	11404000050	445	48
46	Chegoen	Namgay	11404000079	118	12
47	Genekha	Pelmo	1140400009	47	18
48	Genekha	Bottom	11404000111	40	19
49	Genekha	Chado Bidha	11404000116	49	20
50	Genekha	Phub Zam	11404000127	42	21
51	Genekha	Passang	11404000135	46	22
52	Genekha	Passang Lham	11404000144	48	23
53	Genekha	Daw Lham	11404000157	43	24
54	Genekha	Wangmo	11404000168	44	25
55	Genekha	Karchum	11404000198	55	27
56	Genekha	Kungamo	11404000208	65	28
57	Genekha	Thrungki Pelmo	11404000215	49	29
58	Genekha	Tshering Lham	11404000225	59	30
59	Genekha	Dekim	11404000207	46	31
60	Genekha	Pema Khandu	11404000233	64	32
61	Genekha	Nim Bidha	11404000242	106	33
62	Genekha	Leki Wangmo	11404000666	66	72
63	Genekha	Sangay Zam	11404000250	52	78
64	Genekha	Dago Tshering	11404000259	184	80
65	Genekha	Zangmo	11404000117	290	107
66	Genekha	Tawchum	1140400217	324	140400152
67	Genekha	Lodey	11404000255	291	140400030
68	Genekha	Kencho Om	11404000124		140400172
69	Genekha	Wangdi Gyeltshen	11404000228	under process	under process
70	Genekha	Pema Om	11404000668	under process	under process
71	Genekha	Chencho Dema	11404000205	under process	under process
73	Genekha	Kencho Wangmo	11404000124	291	nil67
74	Tshocheykha	Ugyen Dema	11404000275	100	1
75	Tshocheykha	Khandu	11404000286	2	2
76	Tshocheykha	Sari	11404000295	3	3
77	Tshocheykha	Chanlo Tshering	11404000303	116	4

78	Tshocheykha	Kencho Zangmo	11404000313	108	5
79	Tshocheykha	Kencho Zangmo	11404000347	113	7
80	Tshocheykha	Ugyen A	11404000362		8
81	Tshocheykha	Tshewang Dema	11404000362	109	9
82	Tshocheykha	Nim Wangmo	11404000382	110	10
83	Tshocheykha	Kingley Wangmo	11404000394	117	11
84	Tshocheykha	Pelden	1104000401	58	12
85	Tshocheykha	Tashi Pelmo	11404000406	102	13
86	Tshocheykha	Ngawang Choden	11404000415	121	14
87	Tshocheykha	Kinley Gyelmo	11404000418	115	15
88	Tshocheykha	Gyelmo	11404000428	112	16
89	Tshocheykha	Karma Bidha	11404000440	99	17
90	Tshocheykha	Kencho Bidha	11404000312	108	18
91	Tshocheykha	Tshekum	11404000449		75
92	Tshocheykha	Kencho Dema	11404000455		76
93	Tshocheykha	Tshering	11404000464	111	77
94	Tshocheykha	Nakum	11404000366	161	113
95	Tshocheykha	Rinchen	11404000419		22
96	Tshocheykha	Sangay	11404000321		57
97	Tshocheykha	Gyelmo	11404000175	148	26
99	Tshocheykha	Kuchum	11404000365		109
100	Zanglaykha	Karma Sithup	11404000707	131	34
101	Zanglaykha	Rinchen Bidhar	11404000711	133	35
102	Zanglaykha	Karma	11404000715	141	36
103	Zanglaykha	Botomo	11404000720	362	37
104	Zanglaykha	Hankhu	11404000725	130	38
105	Zanglaykha	Phub Pelmo	11404000739	121	40
106	Zanglaykha	Wangmo	11404000748	124	41
107	Zanglaykha	Karma Tshering	11404000760	197	81
108	Zanglaykha	Tashi Pelmo	11404000772	122	83
109	Zanglaykha	Ugyen	11404000781	132	84
110	Zanglaykha	Botomo	11404000785	137	85
111	Zanglaykha	Pelmo	11404000789	133	86
112	Zanglaykha	Sangay Wangmo	11404000803	195	87
113	Zanglaykha	Kencho Wangmo	11404000812	196	88
114	Zanglaykha	Lhamo	11404000820	121	84
115	Zanglaykha	Gyemo	11404000826	303	90
116	Zanglaykha	Dawa	11404000513	131	103
117	Zanglaykha	Kinley	11404000512	16	157
118	Zanglaykha	Gakey	11404000637	114	69
119	Zanglaykha	Denkar	11404000001	32	44

120	Zanglaykha	Wangmo	11404000740	134	21
121	Zanglaykha	Yeshey	11404000740	286	47
122	Zanglaykha	Phurpa	11404000765	302	under process
124	Zanglaykha	Sonam Dema	11404000676	123	82
125	Zanglaykha	Zhim Bidha	11404000804	360	28
126	Zanglaykha	Botu Dorji	11404000762	127	nil48

ANNEX 02: LOANS APPLICATION FOR CFMG MEMBERS

Loan Application Form

སྤྱི་འགྲུལ་ལྷན་ཁོངས་འཛུགས་ཀྱི་ཡིག་བྲིས་ཤོག

Date ལྷན་

ཚེས་:

Name མིང་: Village གཡུས་:

Gung No. དགུང་ཨང་: Thram No. བྲམ་ཨང་:

CID No. རྫོང་ལག་ཁྲུང་ཨང་: Mobile No. འགྲུལ་འཕྲིན་ཨང་:

Amount Applied Nu: མ་དངུལ་བཟོན་གྱི་ (in words རྒྱུ་གྲོག་ཐོག་ལཱ་དེ)

Purpose གནས་དོན་:

Mortgage རྒྱུང་མེད་ (optional)

a) གཤམ་	Total value of mortgage (s) གཤམ་མའི་བརྩི་མཐོང་བཟོན་
b) ལེད་	
c) གཤམ་	

Third Party Guaranty (if any): ལས་ལེན་ལག་འགན་འབག་མི་རྒྱུད་པ་ཅིན་ཤེ

Name, CID No. M. No. Thram No. Gung No. མིང་/ རྫོང་ལག་ཁྲུང་ཨང་ / འགྲུལ་འཕྲིན་ཨང་/ བྲམ་ཨང་/ དགུང་ཨང་	Signature and Date མིང་རྟགས་དང་དབྱིན་ཚེས་
--	--

Signature and Date of Applicant with legal stamp:

ཁྱིམ་དོན་འབྲེམས་རྟགས་བཅས་མིང་རྟགས་དང་དབྱིན་ཚེས་

Sanctioned by: གནང་བ་ལྷོད་མི

Treasurer
བརྩིས་བྱུང

Secretary
བྱུང་ཚེན

Chairperson
ཁྲི་འཛིན

ANNEX 03: LOANS AGREEMENT FOR CFMG MEMBERS

Geney Community Mushroom Management Group's Loan Agreement

གོང་མེ་ནགས་ཚལ་འཛིན་སྐྱོང་མེ་ཚན་གྱི་སྤྱི་འགྲུལ་འགན་ལུགས།

This loan agreement is made on dated _____ / _____ / _____ **BETWEEN**
the Community Forest Management Group Member

གན་ལིག་འདི་དབྱིན་ཚེས་...../...../.....ལུ་གོང་མེ་ནགས་ཚལ་གྱི་ལུ་མི་

Nameམིང་::	CID No. ངོ་སྤྱོད་ལགས་ཁྱེད་མང་:
------------	-----------------------------------

Here in after referred to as the “Borrower” **AND** _ _____ Community Forest Management Group _____ Gewog _____ Dzongkhag hereinafter referred to as the “Lender”.

ཕྱིན་ཕུང་དུ་ལས་པར་བྱེད་པའི་དང་.....གོང་མེ་ནགས་ཚལ་མེ་ཚན་.....ཞེད་འོག་
.....རྫོང་ཁག་ཕྱིན་ཕུང་དུ་ལས་པར་བྱེད་པའི་ཕྱིན་མི

Promise to Pay:

སྤོང་ནི་ཁས་བླངས་ :

Borrowers agree to pay the lender _____ Ngultrum as well other charges avowed below in one year.

སྤྱི་མི་གིས་བསྐྱེད་བཅུགས་མི་ལུ་.....དངུལ་གྲམ་དང་གཤམ་འཁོད་བཀོད་ཡོད་པའི་གཞན་ཕོག་ཚུ་ལོ་གཅིག་ན་སྤོང་ནི་ཁས་བླངས་ལུ་ལུ་མི་

Details of loans: Agreed Between Borrower and Lender:

སྤྱི་འགྲུལ་གྱི་ཁ་གསལ་ སྤྱི་བཅུག་མི་དང་སྤྱི་མི་བར་ན་གན་རྒྱ

Amount of Loan: Nu.....

སྤྱི་འགྲུལ་བཟོན་མས་ དངུལ་གྲམ་: Interest amount payable: Nu.....

སྤྱི་དང་བཟོན་མས་སྤོང་དགོས་པ་ དངུལ་གྲམ་: Total Amount: Nu.

ཡོངས་བཟོན་མས་ དངུལ་གྲམ་: Annual interest rate charged: _____ %

ལོ་སྟར་སྤོང་ཕོག་ཡོད་པ་བརྒྱ་ཆ་-----
The amount of loan to be given to each individual shall be decided in presence of community forest management committee and borrower. The Chairperson and Secretary of the group shall sign as lender.

མི་ངོས་འདི་ལུ་སྤྱི་འགྲུལ་བཟོན་མ་ག་དེ་གཅིག་སྤྱི་ནི་མིན་ན་འདི་གོང་མེ་ནགས་ཚལ་འཛིན་སྐྱོང་ཚོགས་རྒྱུང་དང་སྤྱི་འགྲུལ་ལེན་མི་འཛོམས་ཐོག་ཁར་ཐག་བཅད་དགོ། ཚན་གྱིས་ཁོ་འཛིན་དང་དུང་ཚན་གྱི་སྤྱི་འགྲུལ་སྤྱི་མི་འབད་མིང་རྟགས་བཀོད་ནི།

Repayment of loan:

Chairperson's signature

Signature

ཁོ་འཛིན་གྱི་ཚན་རྟགས།

Secretary's

བྱང་ཚན་གྱི་ཚན་རྟགས།

ANNEX 04: CFMG NEW MEMBERSHIP APPLICATION FORM

To

The Chairperson

_____ CF

I would like to join your CF starting from _____. I hereby furnish my details as mentioned below:

Part A: Applicant information

Name of Household representative: CID No:

Village/Chiwog: Geog:

Gung No. : Thram No. :

Details of timber availed from SRF

Standingform	Quantity(Nos.)	Yearofallotment	Purpose for which timber was allotted	Remarks
Drashing				
Cham				
Tsim				
Log form(cft.)				

Date of submission: _____ Signature & Name of the Applicant

Affix legal stamp

The details given above are true to the best of my knowledge. From the date of joining as new member in the CFMG I shall abide with the CFMG by-laws.

Part B: Endorsement by CF Management Committee(The membership shall be accepted and registered after paying the membership fee and compensation, if any)

(Signature with seal)

Chairperson

Name:

(Signature with seal)

Secretary

Name:

(Signature with seal)

Treasurer

Name:

Copy to:

1. Concerned Forestry Officer Date of registration:
..... Serial No.

ANNEX 05: CFMG MEMBERSHIP RESIGNATION APPLICATION FORM

To
The Chairperson

I would like to resign from the CFMG starting from _____ . I hereby furnish my details as mentioned below:

Part A: To be filled by the Applicant

Name of Household representative:CID No:
.....

Village/Chiwog:Geog:
.....

Gung No: Thram:
.....

Reason of withdrawal from CF membership:
.....
.....
.....
.....
.....

Details of timber availed from CF during my membership in CFMG is as follows:

Standingform	Quantity(Nos.)	Yearofallotment	Purpose for which timber was allotted	Remarks
Drashing				
Cham				
Tsim				
Log form(cft.)				

Date of submission: _____ Signature & Name of the
Applicant

Part B: To be filled up by CFMC members

Date of application received:

The details of the applicant and his/her reason of withdrawal from CFMG have been checked and found genuine and all the information provided is found to be correct.

We hereby recommend for resignation from CFMG membership of the applicant as per his request after clearing any dues with the CFMG.

Verified and approved by CF Management Committee:

(Signature with seal)

Chairperson

Name:

(Signature with seal)

Secretary

Name:

(Signature with seal)

Treasurer

Name:

Copy to:

1. Concerned Forestry Officer Date of resignation:
..... Serial No.

ANNEX 06: APPLICATION FORM FOR TIMBER AND OTHER FOREST PRODUCE FROM CF FOR RURAL USE

Part A – To be filled in by the Applicant/member

- a. Name of applicant:
- b. Citizenship I.D. no: c. Village:
- d. Gung No: e. Thram No:
- f. Details of timber availed from SRF/CF If yes, please provide details of the timber allotted as follows:

Standing form	Quantity (Nos.)	Year of allotment	Purpose for which timber was allotted	Remarks
Drashing				
Cham				
Tsim				
Log form (cft.)				

- g. Details of following timber applied for the purpose

Products	Quantity (Nos.)	Volume (cft)	Remarks
Drashing			
Cham			
Tsim			
Dangchung/ Flag			
Firewood			
Sand			
Stones			
NWFPS (specify)			
Others			

- h. Purpose.....

Note: An applicant can avail timber as per the FNCRR, 2017 once in 25 years for new construction and 12 years for renovation which will be calculated from previous timber allotments from SRF/CF.

- k. Copy of construction approval attached:

ANNEX 07: HANDING TAKING CHARGE NOTE FOR CF

I/we Mr.

Chairperson/Secretary/Treasurer, of

..... Community Forest

Management Group, Geog, Dzongkhag after rendering

..... years of service is resigning with the permission from CFMG members as decided or

approved during the CFMG meeting conducted on Therefore, the undersigned hereby

handed over the complete charge of the CF to

new CF Management Committee members (Chairperson/Secretary/Treasurer) on dated

.....

The charge lists are as attached below:

I. CFMG fund status on handing taking over day

1. Cash in hand (Nu.):
2. Bank balance (Nu.):
3. Loan (Nu.):
4. Total CFMG fund (Nu.):

II. Record Keeping Books/Registers and files

Sl. No.	List of books/register	Quantity	Used for year	Remarks

III. List of Tools, Equipment & furniture

Sl. No.	Detail of items	Quantity	Acquired/ Transferred from	Remarks

IV. Others (mention if any)

Handed over by

Taken Over By

In Presence of