



Nishorgo Support Project

Rapid Rural Appraisal Planning: Issues, Strategies & Protocol



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Rapid Rural Appraisal Planning: Issues, Strategies & Protocol

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EXECUTIVE SUMMARY

The overall purpose of the report is to present the outcome of planning workshop for its approval by the project management and implementing partners with regard to information collection through Rapid Rural Approach.

Rapid Rural Appraisal (RRA) is a package of methods and tools for collection of qualitative information, to utilize knowledge of the local people in designing and setting implementation strategies of a project/program as a process for involving local people in the project planning and /or implementation and monitoring.

The NSP has various plans for collecting information and RRA will be carried out as an initial activity in the field with an aim to collect some preliminary qualitative information. Primary focus of this qualitative information collection will be on stakeholder assessment and also equally intended for generating information that will help to get a sense of range of key issues and challenges that need to be addressed and be better informed on the context in which the project is likely to intervene.

The further expectation is that the planned RRA will gather valuable initial information that will provide insights about people and the communities and their interaction with forest in and around which they live. Thus a holistic approach is required which takes into account the resource, the resource use and other interactive processes that affect forest resource management and livelihood of local people.

It has been emphasized from the beginning that that NSP will avoid information overload, rather it will concentrate on collection of relevant information by using appropriate methodology. Therefore it was necessary to carefully scrutinize the information needs and determine its relevance to the project objectives and activities. An interactive and consultative process was thus considered for deciding on and designing information collection methodology and field exercise protocol and strategies.

The generation of information, in principle, is guided by project objectives and goals. The NSP is particularly concerned with the establishment of co-management of forest resources. Therefore, the main focus should be concentrated on these two aspects;

- Co-management -----stakeholders and their activities, socio-economics, behavior, community power structure, their needs and expectations, conflict, challenges etc.
- Resource management ---- resources and its status, trend and causes for resource degradation, resource exploitation, threats to local resources and biodiversity.

This report outlines the agreed upon:

- list of prioritized key RRA issues/ questions to be covered under the planned RRA
- list of selected spots for RRA exercises
- plan of actions for different activities in the field
- field implementation strategies and
- protocol (time schedule)
- a brief description of the methodologies and tools to be used

Rapid Rural Appraisal Planning: Issues, Strategies and Protocol

1. BACKGROUND AND PURPOSE OF THE REPORT

Rapid Rural Appraisal (RRA) is a package of methods and tools for collection of qualitative information about local people, their life, environment, their resources, activities and living conditions in a short time. The purpose is to utilize knowledge of the local people in designing and setting implementation strategies of a project/program and /or to monitor and evaluate project performances and impact. It is also considered as a process for involving local people in the project planning and /or implementation and monitoring. In fact, RRA/PRA is thus considered as an integral part in down-top planning process in many development or resource conservation projects.

The NSP has plans for collecting information through various appraisals (for example, RRA and PRAs) and surveys (for example, socio-economic and NR baseline surveys). RRA will be carried out as an initial activity in the field with an aim to collect some preliminary qualitative information.

1.1 RRA in Nishorgo Support Project (NSP) & its Objectives

As designed in the NSP work plan, RRA will be carried out with primary focus on stakeholder assessment and also equally intended for generating information that will help to get a sense of range of key issues and challenges that need to be addressed and be better informed on the context (social, economic, ecological) in which the project is likely to intervene.

The further expectation is that the planned RRA will gather valuable initial information that will provide insights about people and the communities and their interaction with forest in and around which they live. Thus a holistic approach is required which takes into account the resource, the resource use and other interactive processes that affect forest resource management and livelihood of local people.

RRA is meant to build upon earlier secondary data studies and as envisaged in NSP workplan, **it will logically lead into PRAs with a view to plan/design better focused questions for subsequent appraisal and surveys that will be carried out to collect in depth and/or quantitative information.**

However, specifically, RRA will mainly concentrate on the following areas:

- Preliminary assessment of stakeholders (resource users and local institutions/organizations)-type and category, their PA related activities, impact of their activities, risks etc.
- Resource status and exploitation
- Local power structure and their possible influence on PA management
- Issues and threats to PA and possible challenges for the project

- Initial response to the project and Forest Department (FD), and perception of local people about the PA and resource conservation
- Gender issues and some aspects of demographic profile.

1.2 RRA Planning: Development of Approaches, Implementation Plans, & Protocol

It has been emphasized from the beginning that that NSP will avoid information overload, rather it will concentrate on collection of relevant information by using appropriate methodology. Therefore it was necessary to carefully scrutinize the information needs and determine its relevance to the project objectives and activities. An interactive and consultative process was thus considered for deciding on and designing information collection methodology and field exercise protocol and strategies.

The development of RRA approaches, methods and field protocol involved a number of logical steps as described below.

1.2.1 Development of an Outline of Approach for RRA

As an initial start up activity on RRA, NACOM was asked to prepare an outline of approach for RRA as a basis for discussion. NACOM submitted the said outline approach in early January 2004 and received initial feedback for its improvement. It was proposed that an interactive session needed to be held on the planned RRA to prioritize and finalize RRA issues and field exercise methodology and protocol.

1.2.2 Presentation on RRA at the Retreat Workshop

Based on revised outline approach, a presentation was made on proposed RRA approach and methodology at the NSP retreat workshop held at the FD and received comments and suggestions to further improve the document.

1.2.3 Holding of RRA Planning Workshop

It was realized that the field experiences of the local FD staff and initial site information gathered by field implementation partners would help in the development and formulation of a pragmatic, feasible and realistic field implementation plans and strategies and may also help in reaching agreement on data collection methodology and tools.

In order to formalize the interactive and consultative process, it was proposed to hold field level planning workshops with participation from NACOM, field implementation partners (CODEC and RDRS) and local FD staff, who are likely to be involved in the RRA field exercises. Therefore, two workshops, one for the north sites and one for the south sites, were organized at Srimongal and Chittagong, respectively.

The specific purposes of the workshop were to:

- Assess the RRA information needs at this stage of the project
- Identify and prioritize the issues/questions to be covered under the planned RRA exercise
- Prepare and agree on a plan of actions for field exercises

- Prepare a field protocol/time schedule
- Decide and agree on, and elaborate approaches, methods and tools to be used
- Make and consolidate team understanding

2. PURPOSE OF THE REPORT

The overall purpose of the report is to present the outcome of planning workshop for its approval by the project management and implementing partners. However, specifically the report embodies the following:

- A list of prioritized key RRA issues/ questions to be covered under the planned RRA
- A list of selected spots for RRA exercises
- A plan of actions for different activities in the field
- Field implementation strategies and
- Protocol (time schedule)
- A brief description of the methodologies and tools to be used

3. INFORMATION NEEDS FOR NSP

For any project, development or research, information are needed for designing and planning project interventions, setting implementation strategies, evaluation and monitoring of project performance and impact. Information at the initial stages of the project helps the project in carrying out its activities well. Thus, information is considered as a valuable commodity. Good and relevant information is thus an ethical imperative.

The generation of information, in principle, is guided by project objectives and goals. The NSP is particularly concerned with the establishment of co-management of forest resources. Therefore, the main focus should be concentrated on these two aspects;

- Co-management -----stakeholders and their activities, socio-economics, behavior, community power structure, their needs and expectations, conflict, challenges etc.
- Resource management ---- resources and its status, trend and causes for resource degradation, resource exploitation, threats to local resources and biodiversity.

This preliminary assessment of information needs for NSP provided precursors for brainstorming for identifying specific information needs through RRA exercises.

4. HIGHLIGHTS OF THE PLANNING WORKSHOP

As planned, 2 two-day long workshops were organized, one for the south sites and one for the north sites. The workshop for the south was held during 31st March-1st April 2004 at CODEC Training Center, Chittagong, while that for the north sites was held at NSP Field Office, Srimongal, on 3-4 April, 2004. The workshop at Chittagong was residential.

Each workshop was participated by project staff from NACOM and either RDRS or CODEC, who have been designated for participating in the upcoming RRA field exercise and by the local FD staff from the concerned Forest Range offices. Two female RRA experts worked as the resource persons. NACOM took the lead role in conducting both the workshops. Senior Program Director-NACOM, facilitated the workshops, while Local Governance Specialist of NSP oversaw the entire program and also provided advisory inputs as and when required. The list of the participants at the north and south workshops are provided in Annex 2.

The participants were provided with workshop materials, including folders, writing pads and pens and pencils etc. and some reading materials pertinent to the workshop theme. Overhead projectors, flip charts etc. were used for making presentations. Other logistical support was obtained as and when necessary. A program schedule (Annex 1), approved by NSP Program Management, was followed in conducting both North and South workshops.

The workshop was divided into 5 working sessions. The 1st session was basically an inaugural session dedicated to the orientation of the participants to the NSP project and its planned activities and brief overview of the RRA concepts, methods and techniques and overview of the developments/progress made so far in the designing of the RRA. Dr. Niaz Ahmed Khan, Local Governance Specialist, made the inaugural speech. The session was based on 4 presentations made by the experts.

The remaining 4 sessions mainly concentrated on group works. The 2nd session was concerned with the identification of information needs and RRA questions / issue for stakeholder assessment and preparation of a checklist of questions for stakeholder assessment and other relevant issues. Similarly, the 3rd session was designed to identify the RRA issues in resource and resource status, resource exploitation and regeneration, resource sustainability issues and preparation of RRA checklist of questions for the above.

The 4th session was dedicated to the selection of RRA methods and tools and its elaborations. In the final session, field protocol and field exercise plans were prepared and agreed. Decisions on the implementation strategies for various methods and techniques were taken. Finally, with active participation of the FD staff, RRA spots were selected and a time schedule for conducting the RRA field exercises was prepared and agreed on.

A final plenary session was then held to review various decisions and prioritize RRA issues and selecting various tools.

Evening homework was also assigned to the participants at the workshop in Chittagong. This provided the participants to review the day's work and identify lapses and giving their feedback on various issues.

The participants at both the workshops were found enthusiastic and their dedication to various workshop activities was impressive. The participants actively took part in discussions and contributed enormously which helped in arriving at various decisions and building consensus, improving the outcome of the workshops.

5. OUTCOME OF THE WORKSHOP

The workshop provided an opportunity to brainstorm, interact on various issues of the upcoming RRA exercise and arrive at many decisions on as to how the RRA field exercises will be organized and conducted. The decisions are described below:

5.1 Team Building

The following criteria were followed in building the RRA field team:

- There will be separate RRA field teams, two team for the North and two teams for the South sites.
- The 2 teams designated for each region will work simultaneously in the field; preferably work in the same spot of the site but at different locations.
- Inclusion of people having biological and sociological background was ensured in forming each field team
- Representation from field partner NGO (either CODEC or RDRS), NACOM and Forest Department local staff was ensured in forming each team
- The proposed team make up for the north and south are as follows

5.2 Teams for RRA in North and South Sites

Team 1		Team 2	
Name	Duties/Organization	Name	Duties/Organization
Mr. Druba Kanta Kundu	Team Leader, NACOM	Mr. Shiba Prasad Kar	Team Leader, NACOM
Mr. Raihan	RDRS	Mr. Md. Abdul Jalil	RDRS
Mrs. J. K. Shahana	Report Writing, NACOM	Mrs. Lutufun Nahar	RDRS
Mr. Mukhlesur Rahman / Mr. Delowar Hossain Khan	FD	Mr. Golam Mostafa Dewan / Mr. Aminur Rashid	FD

Team 1		Team 2	
Name	Duties/Organization	Name	Duties/Organization
Mrs. Rasheda Khanom	Team Leader, CODEC	Mrs. Helen Rahman	Team Leader, NACOM
Mr. Safiqur Rahman	Report Writing, NACOM	Mr. Mahbubur Rahman	Report Writing, NACOM
Mr. Nazmul Abedin	CODEC	Mr. Hanif Khan	CODEC
Mr. Moazzem Hossain / any other.	FD	Mr. Mominul Hoque / or any other	FD

Substitutions: Mr. Kazi Saifuzzaman ---- CODEC

* Dr. Niaz Ahmed Khan and Dr. A. R. Mollah will be with the field teams for at least 2-3 days both in the North and South.

5.3 Selection of RRA Spots

RRA will be conducted at a number of settlements/villages, hence called spots, preferably 4-5, in each PA site.

Information provided by the FD local level officials and staff and field implementing NGO were used for the selection of RRA spots. The selection was based on the following criteria:

- Both inside and outside settlements were considered
- Both worst and less troubled settlements were considered
- Cluster of villages were preferred, rather than a single village
- Spatial distribution of settlements/villages was given a priority

The name of the selected RRA spots for the North and South sites are given in Table 1 and Table 2, respectively.

5.4 Duration and Time schedule for the Planned RRA Sessions: Field Protocol

In the south, RRA field sessions will be conducted for a period of four days in each site, i.e. 4 days in Chunati and 4 days in Teknaf. Similarly, in the North, 4 days in Lawachara and 3 days in Rema-Kalenga and 3 days in Satchari.

The proposed time schedule for RRA field sessions at different selected spots of different pilot PA sites are given in Tables 1 and 2.

5.5 Holding of Orientation Workshops

It was felt at the workshop, it would be very helpful if a further one-day orientation workshop could be organized for the RRA team members. The purpose would be to give the team instructions in using various tools. The workshops could be held at CODEC Training Center for the South and for the north this could be organized at the Tea Research Institute, Srimongal. The RRA team members including people from FD will participate in the training workshop. NACOM will lead the workshop.

5.6 Transportation

A full time vehicle, preferably a microbus, will be used in the field during the RRA field sessions for the transportation of the RRA team members and logistics. This will ease the fieldwork and save time and facilitate wide area coverage.

5.7 Accommodation/Base/Night Stay

It was felt that during field sessions the teams needs to be based at convenient places, preferably nearby the PA sites, so that it will save time, facilitate after field work team interaction, and holding FGD and key informant interviews.

It was also felt that it will be helpful if they team could stay at the Guest House/ or other accommodation facilities of the FD. With consultation with the local FD staff, the following accommodation arrangements are proposed:

Time Schedule for RRA in North and South sites:

Table 3. List of selected RRA spots in the North sites and survey time schedule

Proposed Date	Site-Lawachara National Park: Name of spots (villages)		Remarks
08/05/2004	Orientation and briefing.		Team arrives the day before.
09/05/2004	Magurchara Pungi and Lauachara Punji	Villages inside of PA.	Team travels from Srimongal
10/05/2004	Bagmara and Badeobhita village.	Villages outside of PA.	
11/05/2004	Dolubari and Tilpara tribal villages.	Villages outside of PA.	
12/05/2004	Baligaon and Noagaon villages.	Villages outside of PA.	Leave Lawachara at evening.
	Site-Satchari Reserved Forest: Name of spots (villages)		
13/05/2004	Amtoli(Chunarughat bridge)	Village outside of PA.	Away from the forest; One team stay at Satchari.
14/05/2004	Deorgacha village	Village outside of PA.	
15/05/2004	Teliapara and Chaklapungi Forest villages	Villages inside of PA.	
	Site-Rema-Kalenga Wildlife Sanctuary Name of Survey villages		
16/05/2004	Rema and Basulla Forest villages	Villages inside of PA.	Very remote area. Needs to carry dry food; Travel from Srimongal
17/05/2004	Himalaypara, Kalenga and Jalilpur village	Villages outside of PA.	Same as above; Gather Team Reports.
18/05/2004	Krishnachara village.	Village inside of PA	Work done, head for Dhaka.
	Jamburachara village Huglichara village.	Villages outside of PA.	
25/05/2004	Submission of Inception Report		Synthesis, Dr. Rob
27/05/2004	Discussions and Feedback		RRA Team, IRG, FD
07/06/2004	Submission of Final Report		AR Mollah- NACOM, distribute report to DFO's of respective sites, Head office, IRG, USAID.

Table 4. List of selected RRA spots in the South sites and survey time schedule

Proposed Date	Site: Teknaf Game Reserve Name of spots (villages)	Remarks
11/05/2004	Orientation and briefing at Cox's Bazar	Team arrives the day before.
12/05/2004	Saplapur and adjacent villages	Team stay at Teknaf and Inani FD Rest House
13/05/2004	Jahazpura and adjacent villages	
14/05/2004	Adjacent villages nearby Hnila range office	
15/05/2004	Raikhong and adjacent villages	
	Site: Chunati Wildlife Sanctuary Name of spots (villages)	
16/05/2004	FGD at Chunati and travel to tekna	Gather Team Reports. Work done, head for Dhaka.
17/05/2004	Aziznagar and adjacent villages –one team Bonpukur and adjacent villages --one team	
18/05/2004	Puichari and adjacent villages –team Adjacent villages near Chambol beat	
19/05/2004	FGD at Chunati range office.	
25/05/2004	Submission of Inception Report	
27/05/2004	Discussions and Feedback	RRA Team, IRG, FD
07/06/2004	Submission of Final Report	A.R. Mollah- NACOM, distribute report to DFO's of respective sites, Head office, IRG, USAID.

Note: The RRA spots may be changed after consultation with DFO, Cox's Bazar

Table 5: Site wise Accommodation for Facilitators

Name of PA sites	Proposed accommodation
Chunati	Chunati range forest office/Dulahazra
Teknaf	Teknaf /Inani FD Guest House
Lawachara	Srimongal RDRS office/Lawachara FD Guest House
Satchari	Satchari range office accommodation /alternatively will work from Srimongal RDRS office
Rema-Kalenga	Srimongal RDRS office/Lawachara FD Guest House

5.8 Communication Needs with Local FD Staff

The participation of the local FD staff in the RRA process would be vital as this will help to generate quality data, give a feeling of partnership and learn how to collect various data methodically.

It became apparent that the local FD people should be informed about the programs before hand so that they can schedule their routine activities accordingly. It also became apparent that they will be needing a formal office order from Head Office /relevant DFO regarding their participation in the process as well as for arranging accommodation for the RRA team and providing other logistic support. Therefore, NSP Management unit at the FD needs to issue an office order asking the concerned local staff regarding the matter.

Project Management unit at FD needs kindly to do the following:

- To notify the concerned FD local staff those who will take part in the RRA exercises as per the proposed schedule
- to serve a letter stating the uses of FD offices and accommodation facilities by the RRA team

5.9 Logistics and Materials

The following logistics will be required for the RRA field exercises:

- At least four GPS machine, 2 in the north and 2 in the south
- Adequate stationeries , brown papers, flip charts etc,
- Sufficient no. of semi-structured questionnaires and other formats

NACOM will carry all the relevant questionnaires, and other materials for field use.

5.10 Use of Local Guides

It was felt necessary to use the local Field Guides/ Local Assistant, 1 for each RRA team, They will take the team to different HHs, make contact with key informant, help to invite people to FGD.

5.11 Setting RRA Question

The presentation made at the NSP retreat workshop was provided to the participant as a basis for discussions for setting various RRA questions. Wherever required, secondary data reports were also consulted before deciding on a particular issue/questions. Initially, preliminary lists of issues/questions were prepared and then a prioritized list was made after further consultation among the participants. The RRA issues/questions are set according to broad information category.

5.11.1 Stakeholder Assessment

- Identification of settlements having stake with forest (necessary for boundary delineation)
- Identification of institutions/organizations having stake with the forest
- Settlement wise approximate distribution of key resource user's groups
- Type and category of key resource users (stakeholders)
- Description of activities of identified stakeholder groups
- Assessment of impact of their activities on the PA
- Assessment of their importance and influence
- Assessment of risks
- Describing the linkages among the stakeholders
- External influence likely to affect project implementation

5.11.2 SH Demographic Profile

- Settlement wise distribution no. of HHs
- HH occupation (primary and secondary)
- Trend in changes in occupation in the locality
- Approximation of settlement wise distribution of identified stakeholder

5.11.3 SH Economic Activities/Livelihood Strategies and Human Capital Development

- Primary and secondary income sources of HH
- Richness/poverty
- Unemployment and its seasonal trend
- Credit and alternate income generating opportunities
- Skill and skill development opportunities
- Seasonal workload of male and female

5.11.4 Gender Issues

- General impression on living standard, education and health status etc.
- Participation in decision making (household and PA management)
- Women mobility in the area
- Access to IGA and credit etc

5.11.5 Behavioral

- Initial response of the local people and FD staff towards the project
- Sources of conflict and conflict resolution

5.11.6 Local Level Awareness

- Awareness and perceptions about resource degradation and conservation
- Willingness for resource conservation
- Awareness about the existence of nearby park/game reserve and reserved forest
- Knowledge about forest and wildlife preservation acts

5.11.7 Resources/resource status

- Trend in changes in major resource bases
- Endangered/extinct plant and animals
- Causes for the decline in different resources

5.11.8 Resource exploitation

Major forest resources collected, including NTFPs:

- Reasons and extent of exploitation of different forest resources
- Dependency on the forest/forest products
- Seasonal trend in resource exploitation
- Future risks involved the present rate of exploitation
- Medicinal plant uses and reason for not using these

5.11.9 Resource regeneration practices

- Plantation status in the locality
- Problem with natural regeneration in the forest
- Plant nursery
- General land use pattern in the buffer zone
 - Major agricultural crop
 - Seasonal pattern in agriculture
- General condition of homestead forest

5.11.10 Legal aspects

- De-facto versus de-jure status of land tenure (not sure what this phrase is telling the survey team)
- Access to the forest by local people (Again, access is discussed elsewhere. Is there a legal issue here?)
- Forest villagers and land use agreement (What is being asked? Whether such agreements already exist in the area?)
- Conflict and negotiation with FD staff
- Land encroachment/recovery
- Law enforcement mechanisms in the PA
- Illegal tree felling and forest cases

5.11.11 Power structure

- Local influential and their role, local hierarchy
- Nature and sources of power and their domain of influence
- Conflict and conflict resolution
- Social cohesion and adhesion

5.11.12 Others

- Access to areas and settlements
- NGO activities in the locality
- Challenges for conservation

6. APPROACH AND METHODOLOGY

The following principles are set for the planned RRA exercise in the field:

- Wider participation between the project and local people in the process will not be encouraged at this stage of the project
- The RRA team will control and lead the exercise and team's judgment will be valued
- Extensive informal talks will be preferred

6.1 Choice of RRA Tools

The RRA will apply the following techniques and tools in the field:

- Interviews
 - Key informant interview
 - HH interview
 - Group interview
- Focus Group discussion
- Secondary data collection
- Sketch mapping
- Ranking and scoring
- Trend analysis
- Seasonal calendaring¹

6.2 Field Implementation Strategies

6.2.1 Household (HH) interview

- Individual/HH interviews will be conducted with randomly selected interviewee, typically visiting one household at each stop.
- A local guide will take the team to different HH
- Both male and female respondent will be considered. At least 20% female respondents would be ensured
- Typical HH interview will last for about 1 hr – 1:30 hr
- Each team will conduct about 5-6 HH interviews /day
- each interviewee will be asked for about 10 HHs around him whom he knows
- The interviewee will not be as respondents to a questionnaire, but active participants in an unstructured/semi-structured interview. A **checklist of issues** will be used as a basis for questions, not necessarily addressing all questions in each interview and sometimes departing from basic questions to pursue interesting, unexpected or new information, relevant to the project and situation.
- A typical checklist of questions for HH interviews is given Annex 1.

¹ The selection of tools for collection of various categories of information is given in appendix-3.

6.2.2 Key informant (KI) interview

The key informants are local people who have extensive knowledge on the local environment, situation and events. The purpose of this interview would be to utilize them in collecting information from them relevant to the project needs.

- Each field team will interview at least one key informant (KI) /day
- KI interview will be by prior appointment. A local guide will help in making appointment with the KI. This can be done by paying visit to Key informant HH or by inviting him to the team base
- The preliminary discussion with local FD staff, NSP field partner staff and interview of local people would give adequate clue for selecting KI. Preferably local schoolteachers, retired officials, local elites or local public representatives would be selected as the KI.
- A typical KI interview will last for about 1.5 hrs. The entire team will take part in the interview taking session
- As with HH interview, a similar checklist will be used for the purpose of KI interview.

6.2.3 Group interview

- The purpose of the planned Group Interviews is to collect some information on the locality and local situation based on the consensus of the local people.
- Interviews will be conducted at places, preferably at local tea stalls, road junctions and other local community places, where local people gather spontaneously. No formal invitation to the local people will be made for participating at the group interview.
- Mapping, seasonalities, ranking and scoring exercises would be done in such group interviews.
- Typically a group interview will last for 1-1.5 hrs
- At least a group interview will be held /day
- This will unstructured interview and a checklist of issues will be used as a basis for questions

6.2.4 Focus Group Discussion

Focus Group Discussions are carried out with different professional groups, resource user's groups, local public and government representatives with a view to collect information on specific areas. A limited number of FGD is planned during the RRA sessions in each site. The following decisions were taken in this regard.

- These will principally be conducted with forest managers (ACF, Rangers, Beat officers, forest guards), forest villagers, local UP chairmen and members, enlisted forest villagers. FGD may also be conducted with local timber and fuel wood traders, brickfield operators etc.
- The FGD are planned to hold at Forest Range /Beat Offices and /or at UP premises
- The FGD will be by appointment and by invitation and a local guide will be used to invite the people.
- Senior project personnel /or senior personnel from the partner NGO people/and or senior FD Official will be present in the FGD sessions. Again, these will be unstructured and semi-structured interviews.
- The timing of the FGD will be made while the team will be in the field.

6.2.5 Secondary Information Collection

Secondary data collection exercise carried out earlier on the sites identified a serious gap in knowledge on demographic profile of the local people. However, some important demographic data would be available at the respective Union Parishad of each site. Such, information would be very useful in characterizing the local people and communities. This can be collected during RRA exercises in the respective areas.

6.2.6 Mapping

Although, social and resource mapping will be a separate activity to be performed later during PRA sessions, a sketch map showing the relative location of settlements, important habitats, access roads to the settlements and important infra-structures, will be drawn, not necessarily by the villagers, but may be with their aids.

6.2.7 Ranking, scoring, time line, trend analysis, seasonal calendar etc.

Would be done during individual and/or group interviews.

6.2.8 Seasonal calendar

Seasonal calendar will explore the following seasonal trend in resource exploitation, unemployment, local hydrology, tree felling etc

6.2.8 Triangulation and filtering

A single may be collected by several tools or from several sources. The team needs to cross-check the results and accept the most logical one. The team members will have opportunity to use his own judgment in accepting an answer.

Team interaction: After return from the field, everyday the team will meet at their base and discuss about the problem they faced and anything more interesting noted, decide on changes in data collection techniques and take decisions on a consensus basis of the team members and experts.

6.3 Description of tools

6.3.1 Seasonal calendaring

Seasonal calendars are diagrams that focus seasonal issues and show how things change throughout a year. It is used for exploring the dynamics/changes in variables (physical, social and biological) by month or by seasons. In fact, it is anything that has a seasonal aspect to it, and varies throughout the year can be considered as a variable for a seasonal calendar.

In fact, it is often used to study the changes in the abundance/availability of resources, local constraints and opportunities, intensities of various activities, local climate etc.

An issue / a variable may be simply evaluated in terms of when it happens (simply a line along season or month will indicate that the particular thing happens in that particular time)

or ranking dimension may be added to it which will show how much that particular variable /thing happens during a given month/season (for example, use of different numbers of dots in a given time indicate the extent of changes that have occurred during the particular period).

Issue to be covered under seasonal calendars in the present RRA exercises:

- Resource exploitation (e.g. timber, fuelwood collection etc.)
- Unemployment
- Workload of local people
- Fuelwood scarcity
- Brickfield operation

Participants: This exercise will be done during group interview and FGD

Steps to be followed in carrying out the exercise:

- Explain the participants what you intend to do and how
- Take a sheet of brown paper and place it on the ground so that most people can see it
- Decide on the time units (whether you want to show variation with months or seasons (we suggest that you take months). Start with any suitable month or season that the participants prefer
- Draw the horizontal (row) and vertical lines (columns) on the paper
- The horizontal axis of the calendar is the time axis, while the vertical axis of the calendar will include a number of selected variables (issues) (in our case, resource exploitation, unemployment etc.)
- In order to indicate extent of changes with months we suggest you to use dots (10 dots for the highest score for a month in which the thing happens more and then use proportionately less number of dots to indicate its relative decrease in other months).
- Record everything properly

6.3.2 Trend Analysis

It is a tool for understanding and analyzing the changes in different aspects related to villagers' life, environment, resources and of the forest. It is basically a comparison of a variable in its extent and intensities in defined time spaces. It helps in understanding the process of changes, determining the potential for improvement and designing the interventions.

Issues to be covered under trend analysis:

- Changes in the abundance forest resources (for example, large trees, any particular animals, birds etc.)
- Changes in activities (for example, hunting, fuelwood collection, illegal tree felling, poverty, mobility of women, credit operation, homestead plantation, occupation (ask to name 3 important occupation for each timeline)

Participants: This exercise will be carried out during FGD and group interview

The following steps are to be followed:

- Explain the people what you are going to do and how

- Decide timeline for comparisons (we suggest to know the status before liberation war, 15 years ago and present)
- Take a sheet of a brown paper and place it on the ground so that most people can see it
- Decide on the variables or items. Asking the participants to tell names of few resources that has increased or decreased with time is suggested. Write names of the variable along the vertical axis and ask the people to compare it with the 3 timelines set
- Ask the participants to name few activities related to forest and compare its intensities
- Ask the participants to mention 3 important occupations of local people for each set timeline
- Also you may ask about the mobility of women, credit operation, homestead plantation etc. and record the same

6.3.3 Venn diagramming (Chapatti diagram)

Venn diagrams are representations of social relationships and look at how a community is organized, both in terms of internal organization and its relationships with larger beyond its border.

Venn diagrams are used for identifying the main actors in the community and community activities and often reveal the non-conspicuous influences.

Issues to be covered under venn diagramming:

- Local influential people and their inter-linkages
- Local community organizations and clubs
- External influential persons and their domain of influences
- Local NGO
- Conflict and conflict resolution
- Influences on the PA

Steps to be followed:

- Explain what you want to do and how you do it
- Take a sheet of brown paper and place it on the ground so that most people can see it
- Draw a large circle on the sheet --- represent the local community
- Ask the participants to name local influential people and write their name within the circle and draw smaller circles around each name and the size of the circle would represents the relative level of their influence on the community
- Ask why a particular person is influential
- Try to know how these people are interlinked
- Also ask the participants who are external people who have influence on locality and through whom
- Similar exercises can be done on local clubs and organization, local NGOs, conflict and conflict resolution

6.3.4 Wealth Ranking

Wealth ranking is a tool to determine relative wealth of each community member, including gender-based differences in wealth.

Relative wealth ranking is used to analyze what proportion of the community members are rich and determine who they are, what proportion of the community members are poor and determine who they are. Wealth ranking reveals the community's criteria for poor and rich.

Issues to be covered:

- Poverty and richness

Participants: Key informants, FGD and Group interview

Steps to follow:

- Explain the participant what you are going to and how
- Take a sheet of brown paper and place it on the ground so that most people can see it
- Decide on the level of poverty and richness (for example, very poor, poor, middle class and rich)
- Take the poverty level along the vertical axis and take the proportions along horizontal axis
- Ask the people to tell the proportions of different groups and ask who are they (laborer, rickshaw puller, trader etc.) write it on a corresponding column.

6.3.5 Direct Observation

Direct observation by the RRA team in the field is a very useful in generating certain type of information and is being increasingly used now-a-days. The team while walking through the project area, talking to people, discussing many things, the team can observe the resources, people's behavior and their activities, etc. It also helps in triangulation of collected information and also help in generating new questions for interview or discussions. We suggest that you observe on the following while you are in the field:

Issues to be covered

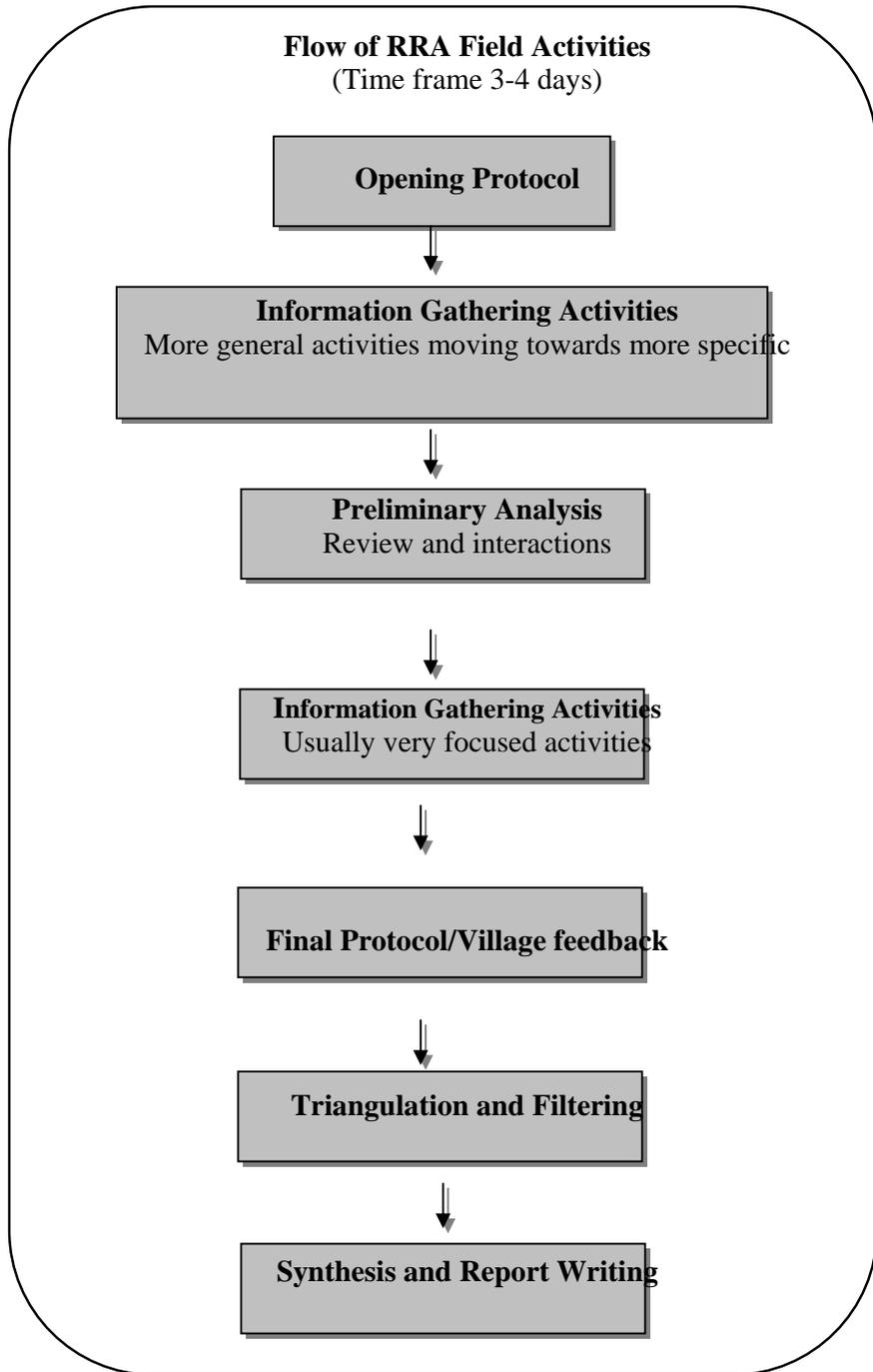
- Local resources
- Activities of local people
- Aptitude and behavior of local people
- Condition of women---mobility, health condition etc.
- Resource exploitation and exploitation practices

However, generation of information through observation requires certain degree of skills and an inquisitive mind. But, what important is to note everything relevant down when you have synthesized them in your mind.

6.4 Conducting RRA field exercises

The field exercise of RRA involves a series of logical steps. The success of any RRA exercises largely depends on the adherence to the steps.

The flow of activities is shown in the following flow chart.



6.4. 1 Description of field activities

Preparation for the field exercises:

- Be well conversant with the RRA objectives and tools
- Allocate time for various activities/sessions
- Recheck the logistics you need to carry with you
- Before going to the field, get some preliminary idea about area by using a local guide and explain the guide what you want to do in the field and what sorts of assistance you need from him.

Field activities

Opening protocol:

Once you arrive in the community, the field studies generally begin and end with protocol session. In **opening protocol** the team leader need to do the following:

- Introduce the team members
- Tell the purpose of your visit and tell how the community/HH is elected (An opening statement is attached herewith: **Appendix-5**)
- Explain what will happen during the study
- Discuss why the information is being gathered and how it will be used

Information gathering session

Appropriate sequencing of questions: In programming the various activities that will place during the field study, it is important to think carefully about sequencing and the order in which different events will take place. There are three things to think about in terms of sequencing activities:

- Moving from general to more specific information
- Moving from less sensitive to more sensitive issues
- Building on the information you already collected in order to increase your knowledge as you move further into study. Concentrate more on the most priority issues. We suggest that you take the issue of stakeholder assessment, local power structure, resource status and exploitation first and other later
- Divide time between community and HH level activities: Ensure that each day you have gathered both from HH interview as well as group interview and FGD
- Always remember to say goodbye to people when you leave the place of interview or meeting
- While the team in the field, may take a break to digest and analyze what they have learnt and identify the gaps. We suggest that you take half day break

After field session

After each day fieldwork, the team should sit together at night for team interaction and triangulation. We suggest that you spent one and half-hour for the purpose, after returning from the field. The activities you need to perform during this session are to:

- Review information gathered that day and make summary of the information, triangulate whenever necessary. The person designated for report writing will take the note
- Plan the next day's activities
- Do methodological review

- Review the checklist and sequencing of activities

6.5 Report writing

It is expected that analysis and synthesizing of information should start when the team is in the field. This will also help to identify the knowledge gap and thus will provide opportunity for collection of additional information. It is planned that after returning from the field each day, analysis of data should be done with participation of all team members. The person designated for report writing in the field should lead the process. However, cooperation from all team members will be a must. As soon as RRA is completed the analyzed information should be sent to Dhaka.

7. CONSTRAINTS/PROBLEMS FACED AND SUGGESTIONS TO OVERCOMING

- No local FD staff attended the workshop at Chittagong on the 1st day of the workshop.

However, when contacted, DFO, Wildlife, Chittagong, came to the workshop and later he ensured participation of 3 local FD staff from Chunati Range and Jaldi range for the 2nd day of the workshop. It was later learnt that they were not aware of the event and received no letter or directives from the higher authorities of FD. In future, it will be necessary to ensure that the local FD staff receives letters and/or directives in well advance of any events.

- The workshop venue at Srimongal was not suitable for holding workshop as it was arranged at the newly established project office and as such adequate logistical support was not available.
- As long as the project office is not equipped for holding workshops, alternatively it can be arranged at BTRI auditorium at Srimongal.

8. LESSONS LEARNED

- The workshop proved very effective in identifying RRA issues as well as building team understanding
- Organization of such workshop helps in building a good working relationship between the FD local staff and the project
- Holding of workshop of this nature definitely helps in the capacity building of the project staff, particularly at the initial stage of the project. In future, similar workshops could be organized on other areas of activities

9. ANNEXES

Annex 1: Nishorgo Support Project: Rapid Rural Appraisal (RRA) Planning Workshop

Workshop Program Schedule

Date : 31 March and 1 April 2004

Venue: CODEC Training Center, Chittagong

31.03.04 (Wednesday)

Date and Time	Activity
Opening Session 09:00 - 09:15	Introduction to the project and purpose of the workshop- A R. Mollah
09:15 -09:40	RRA- concept, history, purpose and uses - J.K. Shahana
09: 40- 10:00	RRA in NSP and workshop and outline of approach - A R Mollah
10:00-10:30	Tea Break
Group work Session 1 Facilitator : A R Mollah	Setting RRA Questions and preparing checklist of questions : Stakeholder Assessment
10:30 - 11:00	Introduction to Stakeholder Analysis - Niaz Ahmed Khan
11:00 - 12: 00	Group work (2 groups)
12:00 - 12:20	Presentation on group work
12:20 - 13:00	Finalization of questions and checklist
Group work Session 2 Facilitator : A R Mollah	Setting RRA Questions and preparing checklist of questions : Resource status and trend in changes in resource bases and others etc.
14:30 - 15: 30	Group work (2 groups)
15:30 - 15:50	Presentation on group work
15:50 - 16:20	Finalization of questions and checklist
16:20 - 16:50	Tea Break
Plenary Session on Day 1	Review and home work assignment
Break	
19:30 - 20:30	Finalization of questions and write up

01.04.04 (Thursday)

Date and Time	Activity
08:30 - 09:00	Presentation on the Day 1 work
Group work Session 3 Facilitator : A R Mollah	Choice of RRA methods and tools
09:00 - 09:30	Overview of RRA approaches and tools - A R Mollah
09:30 - 10:30	Group work on defining approach and selection of tools for various RRA questions
10:30 - 11:00	Presentation on group work
11:00 - 11:30	Tea Break
11:30 - 12:30	Finalization of methods and tools and approaches
12:30 - 13:00	Demonstration of a technique by the RRA field team
13:00 - 14:30	Lunch Break
Group work Session 4 Facilitator : A R Mollah	Field Protocol and Exercise Methodology : Approach and Techniques
14:30 - 15:00	Outline on the group work - JK Shahana
15:00 - 16:00	Group work (2 groups)
16:00 - 16:30	Tea Break
16:30 -17:00	Presentation of group work
17:00 - 17:30	Finalization of Field Protocol and Exercise methodology
Break	
19:30 - 20:00	Notes on Field Exercise

Annex 2: Nishorgo Support Project (NSP): Rapid Rural Appraisal (RRA) Planning Workshop: Srimongal

Participants list

Date- 03.4.04 to 04.04.04

Day-1:

Name	Organization/Dept	Designation
1.Md. Abdur Rob Molla	NACOM	Chairman/
2.Dr. Niaz Ahmed Khan	IRG/USAID	Sr. Local Governance &CB Specialist
3.J K. Shahana	NACOM	RRA/PRA Specialist
4.Dhruba Kanta Kundu	NACOM	Field Biologist
5.Md. A.Sobhan	NACOM	CO
6.Md. Haresul Islam	RDRS	Field Coordinator
7.Md. Mosharraf Hossain	RDRS	Site Facilitator
8.Md. Abdul Jalil	RDRS	Trainer
9.Lutfun Nahar	RDRS	Trainer
10.Md.Tohidul Islam	FD	SDFO
11.Md.Ameen UR Rashid	FD	Deputy Range Officer
12.Md. Golam Rabbani	FD	A/C

Day-2:

Name	Organization/Dept	Designation
1.Md. Abdur Rob Molla	NACOM	Chairman
2.Dr. Niaz Ahmed Khan	IRG/USAID	Sr. Local Governance & CB Specialist
3.J K. Shahana	NACOM	RRA/PRA Specialist
4.Dhruba Kanta Kundu	NACOM	Field Biologist
5.Md. A.Sobhan	NACOM	CO
6.Md. Haresul Islam	RDRS	Field Coordinator
7.Md. Mosharraf Hossain	RDRS	Site Facilitator
8.Md. Abdul Jalil	RDRS	Trainer
9.Lutfun Nahar	RDRS	Trainer
10.Md.Tohidul Islam	FD	SDFO
11.Md.Mukhlesur Rahman	FD	Range Officer
12.Md. Golam Mostofa Dewan	FD	Range Officer
13.Delwer Hossain Khan	FD	Range Officer

Nishorgo Support Project (NSP)
Rapid Rural Appraisal (RRA) Planning Workshop at Chittagong

Participants list

Date- 31.03.04 to 01.04.04

Name	Organization/Dept	Designation
1. Zulia Chowdhury	CODEC	Consultant
2. Alia islam	IRG	Executive Assistant
3. Utpal dutta	CODEC	Field Coordinator
4. Mohammad Hanif Khan	CODEC
5. Nazmul Abedin	CODEC
6. Kazi Saifuzzaman	CODEC
7. Dr Tapan Kmar Dey	FD	DFO
8. Dr Niaz Khan	IRG	Governance Specialist
9. G. K. Shahana	NACOM	Consultant
10. Mohammad Mahbubur Rahman	NACOM	
11. Shafiqur Rahman	NACOM	Field Biologist
12. Shiba Prasad Kar	NACOM	Sinner Program officer
13. Dr A R Mollah	NACOM	
14. Mohammad Moazzem Hossan	FD	Range officer
15. A.K.M Mominul Haque	FD	Range officer
16. Amirul Bashar	FD	Beat Officer

Annex 3: Choice of RRA tools to be used for collection of different types of information

For illustrative Purposes	sketch mapping	secondary information	Direct observation	HH interview	Group interview	Key informant	diagramming	ranking	timeline analysis	FGD	scoring	seasonal calendar	Trend analysis	Chart
Identify settlements	X				X	X				X				
Identify organizations						X	X			X				
Identify resource users				X	X	X								
Other information on stakeholder				X	X	X				X				
Information on HH No.		X												
Trend in changes in occupation													X	
Unemployment trend												X		
Other demographic profile		X		X	X	X				X				
Gender issues			X	X	X	X				X				
Division of labor male/female													X	
Economic activities				X	X	X								
Behavior			X											
Local level awareness			X	X	X	X				X				
Behavior of local people														
Conflict and conflict resolution								X		X				
Power structure								X						
Resource and resource status			X	X	X	X				X				

Trend in changes in resource bases										X				X
Causes for decline in resources				X	X	X				X				
Seasonal trend in resource exploitation												X		
Other information on Resource exploitation				X	X	X				X				
Illegal tree felling										X		X		
Access to the forest						X				X				
Flooding pattern												X		

Annex-4: a. Checklist of questions for HH interview

(Begin with Opening Statement)

Awareness and behaviour

(Preliminary response and general perception of the local people about the PA and resource conservation)

Govt. has plans to preserve the forest biodiversity and to improve the socio-economic condition of the people ---- what do you think (Actually team will give a statement on the purpose of their visit and on the project)

Do you know that the forest is a park/wildlife sanctuary/reserve

Do you know what are allowed and not allowed to do in the park/reserve/sanctuary

Do you think that the forest resources should be preserved/conserved ?

Stakeholders

What are the villages from where people come to forest for collecting resources? Please tell which villages more involved and which are less involved?

What are the various groups of people who collect different types of resources from the forest?

Who are the people who do not use forest resources but are involved with the forest or has control over the forest

What are the organizations/institutions which carry out any type of work in the forest

Resources and resource status

Which plants and animals have disappeared from the forest in the recent past

Which plants and animals in the forest have been declining very rapidly

What are the causes for the decline of these animals and plants

Resource exploitation and dependency on forest

What sorts of things do you use from this forest?

Does your household collect it/them, or do you obtain from someone else?

If yes, do you collect those for selling or for consumption?

Of those things you get from the forest, which ones won't be available in 5 or 10 years?

Do you use medicinal plants from the forest?

Power structure and local conflict

Who are the more influential people in your locality? Tell who are more and who are less influential among them

What are the sources of conflict among local people

Whom do you go for conflict resolution

How the local conflicts are resolved

Have you or your neighbors any conflict with forest department? If yes, what are those?

Demographic profile

What is your primary and secondary occupation?

How many people in your HH are educated upto School, how many in the colleges and above and how many are illiterate.

Socio-economic activities/livelihood strategies

What is your HH primary and secondary source of income

Do you have land of your own (home stead/agricultural)?

Is your HH income adequate to meet your family expenditure or you having surplus?
Have many people in the locality no work?
Have you work to do in all seasons? In which season/seasons people of the locality have little/no work
What do you do when you have no work opportunities locally?
Have you taken loan from, bank NGO or other organizations? Was it easy to get the loan
What are the different organizations, which operate credit in the locality?
Have you any skill to do a particular work but you don't do? Why don't you do it?

Resource regeneration practices

Are there many plant nurseries in the locality?

Legal aspects

Can anybody can go to the forest and collect any thing?

Do you know that there is tree poaching in the forest? If yes, from where they come (villages)?

Do you think that the Forest Department people are protecting the forest resources?

Annex- 4: b. Checklist of questions for Key Informant (KI) interview

Stakeholders Assessment

What are the organizations/institutions, which carry out any type, work in the forest?
What are the villages from where people come to forest for collecting resources? Please tell which villages are more involved and which are less involved?
What are the different categories/groups of people who go and collect various resources from the forest?
Who are the other people who don not use forest resources but have linkages with resource exploitation and development of the forest?
Are there any people who can be important for the conservation of the forest and its resources?

Power structure and local conflict

Who are the more influential people in your locality? Tell who more and who are less influential among them
What are the sources of conflict among local people
Whom do the local people go for conflict resolution
How the local conflicts are resolved
What are the events that bring the local people together
Have the local people any conflicts with Forest Department? If yes, what are those?

Resources and resource status

Which plants and animals have disappeared from the forest in the recent past?
Which plants and animals in the forest have been declining very rapidly?
What are the causes for the decline of various animals and plants?

Resource exploitation and dependency on forest

What are the various resources that are collected from the forest? Which are collected more and which is less?
What are the reasons for collection of these resources?
Which category/group of resource users are dependent on the collection of these resources?
What proportion of HHs benefit from the forest?
Collection of which resources likely to pose a threat to those resources/ availability in the future?
Do people collect and use medicinal plant from the forest?

Demographic profile

How many households are living in this community/thana? How many adults?
What are the major occupations of the local people?
What proportion of local people are illiterate and what proportion of people have read upto school, colleges and above.
How have the occupations of people in the locality have changed over past (30-50 years)

Socio-economic activities/livelihood strategies

What are the major activities for earning of the local people?
What proportions of local people are very poor (have food shortage), poor, middle class and rich?
Are there many unemployed in the locality? What proportion?
In which season(s) there is scarcity of work in the locality?

From which source the local people take credit?
What are the different organizations, which operate credit in the locality?
Do many people in the locality take loan from , bank NGO or other organizations
Have the local people skills that can be utilized for undertaking alternate income generation
Is there any work/economic opportunities that requires special skill that the local people don't have?

Legal aspects

Can anybody can go to the forest and collect any thing?
Is there illegal tree felling? Is it at large scale? Does it affect forest health? Are the feller local or come from outside?
What are the main reasons for tree felling?
Do you think that the forest department people are protecting the forest resources?
Is there any issue of forestland encroachment? What are problem with recovery of these land?

Gender issues

Does the male and female are equally educated in the locality?
Who take the decision for HH purchase, undertaking income generation activities etc. - male or female?
Do the females have access to loan and alternate income generating activities as the male do have?

Others:

What are the major threats to the forest habitat and its resources
What would be major challenges for the conservation of biodiversity and restoration of its habitat?

Annex-4: c. Checklist of questions for FGD

(Begin with Opening Statement)

Stakeholder Assessment

What are the settlements/villages from where the people come to the forest and collect resources? Please indicate its location on the map.

What are the different categories of people who collect different resources from the forest? At what extent the local people depend on the resources they collect from the forest for their livelihood, please specify for each category of resource users group?

What are the local organizations/institutions which are involved with the development /management of the forest or its control or its resource exploitation/and or degradation?

What are the activities of these institutions/organizations?

Please indicate how the different resource users and other stakeholder groups interact with each other or inter-linked with each other.

Resources and resource status

Which plants and animals have disappeared from the forest in the recent past?

Which plants and animals in the forest have been declining very rapidly?

What are the causes for the decline of these animals and plants-Ven diagramming

What are the major shifts in the abundance of various resources over time? Compare between pre-liberation and present status? ---Trend analysis

Power structure and local conflict

What are the sources of conflict among local people?---ven diagramming

Whom do the local people go for conflict resolution?

How the local conflicts are resolved?

What are the events that bring the local people together?----ven diagramming

Resource exploitation

What are the various resources that are collected from the forest and who collect what?

Please indicate on the format. ---use format

Exploitation of which resources is posing threat to its future availability?

Please indicate how exploitation of different resources varies with different seasons? -----

Seasonal analysis

Which animals and plants are collected more and which are collected less?

When there is scarcity of fuel wood in the locality and indicate how it varies with season? – seasonal calendar

Do the local people collect medicinal plants from the forest? Are they available now a day?

Demographic profile

What are major occupations of the people of the locality? Please rank them.

Are there many illiterate people in the locality? Do many people go to High school, college, and universities? Please rank them and indicate on the format

Do you think that the occupations of people in the locality have changed over past (30-50 years)? Please indicate the shift in occupation local people over time? Format, in which occupation the shifting have occurred.....Trend analysis

Socio-economic activities/livelihood strategies

What are the major activities for earning of the local people and rank them according to their importance?

Are there many people who have no land?

Are there many people in the locality who have no work to do?

Please indicate how the availability of work changes with seasons?

What the local people do when there is less or no work for them to do

Do many people in the locality take loan from, bank NGO or other organizations and please mention the reasons for taking loans?

Do the local people get income generation training from various organizations?

Gender issues

How do the roles of men and women differ in this community?

What are the different thing men and women do concerning the forest and forest products?

Does the male and female are equally educated in the locality?

Who take the decision for HH purchase, undertaking income generation activities etc. - male or female?

Do the females have access to loan and IGA as the male have?

Is the female are associated with forest management?

Please indicate on the format, what daily works are done by the male and what daily works are done by the female?----- Chart

Others

What are major the NGOs operating in the locality? Please indicate their activities on the format?

What are major challenges for the conservation of forest resources?

Annex-5: Opening Statement

We have come in behalf of the Forest Department to discuss with you on an issue and get some information from you. The Government has created a new Program called “Nishorgo”. The purpose of Nishorgo is to find a way to save the country’s forests for future generations. As you know, natural resources of the country, including that of the forests, have been degrading alarmingly, resulting in the disappearance of many animals and plant species and if the trend continues we will lose a lot more. This degradation in resource base is affecting and will affect our environment and livelihood of people. Thus it has become a serious concern for the government. The government has initiated various programs to safeguard the country's biodiversity without jeopardizing the livelihood of local people. Nishorgo is one of such efforts to safeguard the forest biodiversity and improving the livelihood of local people.

The Government recognizes that for this new Program to work, it must work in close partnership with the people living in and around the forests that are to be conserved. It (the Government) knows that it has at times done things without speaking directly to the people. As a result, beautiful and valuable forests are disappearing, and they will take many years to grow back.

The Forest Department is the agency responsible for forest conservation and for the Nishorgo Program. The Department in particular knows that it can be much better at working with and listening to local people. For that reason, the Department has asked us (the Team) to come to speak to you and get some information from you so that the program can be designed accordingly. We hope to learn about those that benefit – or could benefit – from the forest. We hope to understand how the forest is changing, and why. We also would like to know about the people living in and around the forest.

On the basis of our discussions, we will work with the Forest Department to see how they can manage these forests with much more input and ideas from you, and with more benefits from forest conservation going to you.

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D†`wM wot¶Q| et¶i Rxe%wP¶I I `vbxq RbM†bi Rxebhv¶vi gvb Db¶¶bi Rb` wbmM0Gi Kgb GKwJ
c`†¶c|

mi Kvi g†b K†i, bZb Kvh¶g ev`ewqZ Ki†Z n¶j th mg`-ebmgn msi ¶¶Y Kiv nte Zvi Av†k
cv†k hviv emevm K†i Zv` i mv_ Nwb0 fvte Askx` wii †Zji wfvE†Z KvR Ki†Z nte| mi Kvi AZ†Z
RbM†bi mv_ Avtj vPbv bv K†i wewfb0Kvh¶g ev`evq†bi †P0v K†i†Q, dtj †Kvb KwLZ dj vdj
Av†mwb Ges gj`evb I my` i ebvAj a¶st†ki w`†K GwM¶q Pj †Q hv ce¶e`vq wdi†Z e0 mgq j wMte|

evsj v`†ki ebvAj msi ¶¶Y I eZ¶vb Kvh¶g ev`evq†bi Rb` ebwefvM `wqZc0B c0Z0vb| eb
wefvM g†b K†i th, `vbxq RbM†bi mv_ G e`vcv†i K_v ej v I Zv` i gZvgZ tkvbn dj `vqK nte|
G Kvi †Y eb wefvM Avcbv` i mv_ K_v ej †Z Ges wKQyZ_ msM0h Ki†Z Avgv` i †K `wqZj Ac¶
K†i†Q| Avgiv Rv†Z PvBe eb †_†K wKfvte Avcbviv j vfevb n¶Qb ev n¶Z cv†i b| wKfvte Ges
†Kb et¶i cwi eZ0 n¶Q Zv Avgiv Avcbv` i t_†K e¶†Z †P0v Kie| et¶i Pvi cv†k th mg`-
tj vKRb evm K†i Zv` i m0u`†K¶ Rv†Z †P0v Kie|

Avcbv` i mv_ Avtj vPbv wfvE†Z, wKfvte Avcbv` i I eb wefvM thš` AskM0†bi gva¶g eb
m0u` i m¶ msi ¶¶Y Ges Avcbv` i A_¶wZK Db¶¶b Kiv hvq tm e`vcv†i Avgiv KvR Kie|

Annex-6: Some sample formats

Format for collection of information on stakeholders

Sl no.	Stakeholder (SH) name/type	SH category	Role/Description of activities of SH	Impact on forest and its resources	Influence	Risks

Dependency of local people on PA's resources

Name of resources	Reason for exploitation (Commercial/household uses)	Users	Extent	Dependency	Future Risks

Trend in change of forest resources

Name of resources	Before 1971	Before 15 years	Present

Seasonal trend in resources exploitation

Name of resources	Spring	Summer	Rainy	Winter

Seasonal pattern in agriculture

Crops	Summer	Rainy	Winter	Spring