

**Guidelines for constitution and Functioning of the committee constituted under Rule 4(1)e of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights 2006, Rules 2008**

Government of Maharashtra  
Tribal Development Department  
Government Decision No. - / . / -  
Madam Kama Road, Hutatma Rajguru Chawk,  
Mantralaya, Mumbai – 400032  
Dt. 24<sup>th</sup> June 2015-07-02

**Context:** The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights 2006, Rules 2008 and Amended Rules 2012

**Introduction:** Gives the context and the provisions of the above mentioned law and Rules under which these guidelines have been formulated.

**Government Decision:** The Gram Sabha to Constitute a Committee as per Section 4(1) e of Rules 2008 and Section 5 of FRA will be referred to as CFRM management Committee (CFRMC). Responsibilities and functions of CFRMC will be as per FRA 2006, Rules 2008, Amended Rules 2012 and all other guidelines and clarifications issued by the Government of India from time to time.

1. The Committee will be the Executive Committee of the GS for the purpose of planning for the management and conservation of the community forest resources, manage the revenue being generated from the management of community resources, management of funds being received from the government, keeping accounts of the funds that have been deposited and spent, and to carry out all administrative responsibilities related to FRA.
2. All the duties and responsibilities of the committee would be as per FRA 2006, Rules 2008, Amended Rules 2012, and other directives from the Ministry of Tribal Affairs, Government of India.
3. The “Gram Sabha” here will be as per Section 2 (g) of the Act, including all adult members of the village with full and unrestricted participation of women.

**4. Guidelines for Assisting the CFRMC in implementing the FRA**

- i. CFRMC represents all forest rights holders within a Gram Sabha. It would have a minimum of 5 and maximum of 11 members. The quorum of the committee will be not less than 50% of all members of which 1/3<sup>rd</sup> should be women.
- ii. CFRMC will elect with majority one President, one Secretary and one Treasurer from among its members. One of these positions should be a woman and the President should be from a Scheduled Tribe.
- iii. The notices for conducting the meetings of the committee will be signed by the President/Secretary of the committee.

- iv. Emergency meeting of the CFRMC must be announced through, drums and other traditional methods of announcement, in the village atleast half an hour before the commencement of the meeting.
- v. At the beginning of the meeting the Scretary should read out the minutes of the last meeting and get the approval of the committee. The secretary should also update the committee on any actions taken as per the previous minutes.

#### **5. Functions of the CFRMC**

- i. With the approval of the gram sabha to carry out all the responsibilities mentioned in Section 5 of FRA.
- ii. With the approval of the gram sabha and for the benefit of the Scheduled Tribes and Other Forest Dependent Communities, to prepare a conservation and management plan as per Rule 4 (1) f.
- iii. To collate all the changes required in the management plan, working plan or any other conservation and management plans of the forest department, as per the management and conservation plan prepared by the CFRMC.
- iv. To prepare a detailed result oriented plan for forest, land and water management with the area under the jurisdiction of CFRMC.
- v. To prepare a set of Rules in consultation with the gram sabha to ensure implementation of FRA and to contain violations of the Act.
- vi. To approve all decisions related to the Transport Permits, Revenue generated through forest management activities and those related to changes in the management plans, etc. Of the forest department.
- vii. The Central Government has announced a Minimum Support Price for 12 non timber forest produce. CFRMC to take care that these NTFPs are not sold for rates less than the specified MSP.
- viii. To coordinate the revenue generated from various CFR management related activities and also the funds being received from the government agencies.
- ix. To prepare a proposal for the activities related to forest rights and a statement of projected expenditure for the same and get it approved from the gram sabha.
- x. To work as per the directions and decisions of the Gram Sabha.
- xi. To update the gram sabha about the progress of work, funds and other activities.
- xii. To take care of all the administrative documents and related papers and to maintain accounts of the funds.
- xiii. To keep the gram sabha informed about and conduct trainings on the FRA, and related government decisions and policies.

- xiv. To keep the Community Biodiversity Register updated
  - xv. To keep the accounts and to pass a resolution in the committee for withdraw funds as and when needed as per the decisions of the gram sabha.
  - xvi. To write all the activities undertaken and completed by the committee on a board to the gram sabha.
  - xvii. To present to the gram sabha the photographs and other related documents about the activities undertaken by the committee.
- 6. CFRMC is a legal entity constituted under the FRA and hence does not need to be registered under any other Act or Institution. The Collector as the Chairperson of the District Level Committee must direct all the banks to open bank accounts for the CFRMCs on priority basis without any hurdles.**
7. The District Level Committees and the Sub Divisional Level Committees must ensure that within the jurisdiction of the 15002 Forest Rights Committees, CFRMCs are formed as per Rule 4 (1) e of FRA. As per Rule 12 B 4 if in any villages community forest rights have not been claimed the reasons for the same should be conveyed to the nodal officer, Commissioner, Tribal Development, Nashik.
- 8. Handling and Auditing Accounts**
- i. In order to perform the economic and administrative tasks of the CFRMC smoothly, the committee should open a joint account in the name of the President, Secretary and the Treasurer, of whom one should be a woman. Of these any two office bearers would be the signatories of the account and will withdraw funds after approval from the gram sabha.
  - ii. The passbook, check book and all other related administrative documents should be kept in the office of the gram sabha. All transactions would take place as per the resolution passed by the committee and only through an account payee check
  - iii. The gram sabha should decide on the amount of money to be kept as petty cash.
  - iv. The details of the deposits and expenditure of the account will be placed in the gram sabha. The account will be audited by the local auditor of the Zila Parishad.
9. The District Level Committee and the Sub District Level Committee should coordinate and ensure that the activities planned in the management and conservation plan prepared by the CFRMC get the benefit and support under various ongoing schemes of different Government Line Agencies.

Commissioner, Tribal Department, Nashik will be the nodal officer for overseeing activities related to establishment and support of CFRMCs. This GR is available at [www.maharashtra.gov.in](http://www.maharashtra.gov.in)