

Mapping of NTFP- study in Jharkhand -1

Terms of Reference

1. Background

The Department of Forest in the state of Jharkhand has been working with an objective to strengthen the livelihoods of the tribal households who are largely dependent on forest and forest products by increasing the productivity of the non timber forest produce, use technically sound harvesting practices. The non timber forest produce (NTFP) mapping study in the state is being commissioned by the Department of Forest, Jharkhand. The purpose of the study is to assist the department to understand the potential of non timber forest produces in the state.

It is envisaged that investment in such kind of study would help augment the livelihoods of the tribal households involved. The NTFP sub sector in the state includes: lack of capital and technology, lack of understanding of market and its dynamics, lack of expertise in management of NTFP, low levels of product development and innovation, poor product packaging, lack of product certification, in-complete legislative environment and lack of infrastructure.

This study would provide insights to identify intervention strategy for the department to develop and promote small and medium size business enterprise to manage operational issues along with building the local economy. The proposed intervention strategy would be based on the understanding the systems of raw material procurement, volume of the produce collected , scope of marketing of products and the price fluctuation at each level of the actors while defining the boundaries of each sub-sector to address local needs. The Forest Department, Jharkhand desires to hire a resource organization for providing consultancy services for this purpose.

2. Sub sectors

With the increasing demand to promote livelihoods for the tribal population who are dependent on the forest as their major livelihoods, the department had organized series of consulting meetings understand the critical NTFP based activities, which would require further studies. The department categorically chalked out in its plan of action for the financial year 2011-12 and 2012-13 to conduct research and evaluation studies for conservation of forest activities. The **DFO** Ranchi West has to undertake mapping exercise on production and market price related to NTFP products like (i) Sal seeds, (ii) Sal leaves, (iii) Mahua flower and pod, (iv) Karanj seeds, (v) Kusum seeds, (vi) Chironji seeds, (vii) Mahulan leave, (viii) Harra, (ix) Beheada and (x) Aola.

3. Objectives:

The objectives of each sub sector study are given below:

- a. Map and analyze the volume of production in the forest area of Jharkhand
 - Input collection subsystem and volumes collected of each of subsector said above
 - Input processing subsystem,
 - Technology subsystem,
 - Labour/skill transfer subsystem,
- b. Map and analyze the price fluctuation of each of the sub sector
 - Output subsystem,
 - Output processing subsystem, and
 - Output marketing subsystem with price fluctuation at each stage

4. Study Design

The study and its analysis will help to understand the volume of NTFPs prevailing in Jharkhand and its channels of marketing and the price leverage at each stage

- a. **Preparing a preliminary Mapping of volume collected and its market channel** – Identify the whole volume collection done at forest through various survey designed including visits to large and small firms to understand in depth how much collection and marketing is done.
 - Getting to know volume of collection of above said NTFP
 - Getting to know the optimum potential of NTFP collection
 - Interviewing the key informants
 - Accessing the preliminary volume collected and their price realization of each sub sector
- b. **Refining understanding of each sub sector already identified:** Validate and cross-check information gathered to determine accuracy of information on key players and different channels.
 - Refining the volume and market map
 - Specifying the institutional and environment contexts
- c. **Analyzing the sub sector dynamics and leverage points**
 - Understand change in demand patterns
 - Estimate demand, analyzing the trends locally, nationally and internationally, over last few years
 - Identify emerging threats
 - Identify channels that enjoy the most secure prospects of growth
 - Identify potential for geographical clustering and system nodes and also the policy constraints
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5. Major Outputs

- a. **Inception Report:** An Inception Report will be submitted within 2 weeks from the signing of agreement. The report will set out a detailed work plan for completion of the activities agreed upon to complete the assignment.
- b. **Mid term Report:** To be submitted within 1.5 months from the date of signing the agreement. The report should clearly distinguish between activities achieved and considered finished and activities currently underway so that the progress of the assignment is clear.
- c. **Draft Report:** Separate draft report for each sub sector is to be submitted at the end of 2 months after signing of agreement and to be presented to the department.
- d. **Final Report:** Separate Final Report for each sub sector is to be submitted no later than 15 days after submission of the draft report after incorporating suggestions.

6. Time period

The consultancy is for a time period of 3 months after signing of agreement. This includes preparing of draft paper for study, discussion with all stakeholders, field visits, meetings with professionals, discussion with agencies. The time frame also includes the literature review, travel to different places to complete the study etc.

7. Qualifications of consultant

The Sub-Sector analysis with components having multiple sets of implications such as policy, legal, social, marketing, production, etc., would demand related competencies. The consulting organization should have key experts qualified in social, political, legal and other operational aspects; adequately equipped with required competencies on livelihood promotion, researching, sub-sector/ value chain analysis, etc. It will be desirable to have experience of working in the state and also experience with departments.

8. Terms of Payment

The payment schedule for the study is as follows:

- First installment will be released to the agency after signing of the agreement and submission of the Inception Report subject to acceptance by the review committee. The amount of first installment will be 25% of the total study amount. This will help in starting the study.

- Second installment will be released after submission of draft report subject to acceptance by the Department. The amount of second installment will be 50% of the total study amount.

- The last and final installment will be released after submission of the final report subject to acceptance by the Department. The amount of the last and final installment will be 25% of total study amount.

9. Facilities to be provided by the Department

The consulting organization would be provided free accommodation facility by the Department during their field visits subject to availability of government guest houses. The consultant will have access to existing data, records and statistics of the department. Local travel costs will be borne by the Department.

Mapping of NTFP- study in Jharkhand -2

Terms of Reference

1. Background

The Department of Forest in the state of Jharkhand has been working with an objective to strengthen the livelihoods of the tribal households who are largely dependent on forest and forest produces by increasing the productivity of the non timber forest produce, use technically sound harvesting practices. The non timber forest produce (NTFP) mapping study in the state is being commissioned by the Department of Forest, Jharkhand. The purpose of the study is to assist the department to understand the potential of non timber forest produces in the state.

It is envisaged that investment in such kind of study would help augment the livelihoods of the tribal households involved. The NTFP sub sector in the state includes: lack of capital and technology, lack of understanding of market and its dynamics, lack of expertise in management of NTFP, low levels of product development and innovation, poor product packaging, lack of product certification, in-complete legislative environment and lack of infrastructure.

This study would provide insights to identify intervention strategy for the department to develop and promote small and medium size business enterprise to manage operational issues along with building the local economy. The proposed intervention strategy would be based on the understanding the systems of raw material procurement, production system and management, scope of value addition, logistics and infrastructure, scope of marketing of products, while defining the boundaries of each sub-sector to address local needs. The Forest Department, Jharkhand desires to hire a resource organization for providing consultancy services for this purpose.

2. Sub sectors

With the increasing demand to promote livelihoods for the tribal population who are dependent on the forest as their major livelihoods, the department had organized series of meetings and workshops to understand the critical NTFP based activities, which would require further studies. The department categorically chalked out in its plan of action for the financial year 2011-12 and 2012-13 to conduct research and evaluation studies for conservation of forest activities. The **DFO** Ranchi West has to undertake mapping exercise on production and market price related to NTFP products like (i) Sal seeds, (ii) Sal leaves, (iii) Mahua flower and pod, (iv) Karanj seeds, (v) Kusum seeds, (vi) Chironji seeds, (vii) Mahulan leave, (viii) Harra, (ix) Beheada and (x) Aola.

3. Objectives:

The objectives of each sub sector study are given below:

- a. Map and analyze the process of production
 - Input procurement subsystem,
 - Input processing subsystem,
 - Technology subsystem,
 - Labour/skill transfer subsystem,
 - Output subsystem,
 - Output processing subsystem, and
 - Output marketing subsystem.
- b. Compare and contrast the existing process of production with bigger players in the sub sector to identify scope for interventions
- c. Identify Best Practices, Quality Control Protocols, and Certification Processes
- d. Conduct inflow-outflow analysis and assess the potential for marketing of products.
- e. Identify trends (domestic), issues and opportunities related to the sub sectors
- f. Propose a marketing strategy supplemented by market information
- g. Identify legal hurdles, if any that inhibit effective performance of the sub sector.
- h. Identify the extent of market led, state led and civil society led coordination failures in each sub sector
- i. Suggest intervention strategy and model therein

4. Study Design

The study and its analysis will help to make the choice of the intervention strategy that the organization can take up for promoting or supporting large number of livelihoods. The suggestive design for sub-sector analysis is given below:

- a. **Preparing a preliminary sub sector map** – Identify the whole value addition process through various processes including visits to large and small firms to understand in depth how the sub-sector operates.
 - Getting to know the sub-sector
 - Interviewing the key informants
 - Drawing the preliminary sub-sector map
- b. **Refining understanding of each sub sector:** Validate and cross-check information gathered to determine accuracy of information on key players, processes and different channels.
 - Refining the sub-sector map
 - Specifying the institutional and environment contexts
 - Quantifying overlays of particular inter-sets
- c. **Analyzing the sub sector dynamics and leverage points**

- Understand change in demand patterns, introduction of new technologies, entry/exit of different players, etc., as any sub-sector is a dynamic entity
 - Estimate demand, analyzing the trends locally, nationally and internationally, over last few years
 - Identify emerging threats
 - Identify channels that enjoy the most secure prospects of growth
 - Identify potential for geographical clustering and system nodes and also the policy constraints
- d. **Making the intervention choices** – Suggest choices of intervention strategies that State Government has to promote or support a large number of livelihoods in the sub sector. Determine the options, which are available to them to be effectively taken up directly or in collaboration.

5. Major Outputs

- a. **Inception Report:** An Inception Report will be submitted within 2 weeks from the signing of agreement. The report will set out a detailed work plan for completion of the activities agreed upon to complete the assignment.
- b. **Mid term Report:** To be submitted within 4 months from the date of signing the agreement. The report should clearly distinguish between activities achieved and considered finished and activities currently underway so that the progress of the assignment is clear.
- c. **Draft Report:** Separate draft report for each sub sector is to be submitted at the end of 5 months after signing of agreement and to be presented to the department.
- d. **Final Report:** Separate Final Report for each sub sector is to be submitted no later than one month after submission of the draft report after incorporating suggestions.

6. Time period

The consultancy is for a time period of 6 months after signing of agreement. This includes preparing of draft paper for study, discussion with all stakeholders, field visits, meetings with professionals, discussion with agencies. The time frame also includes the literature review, travel to different places to complete the study etc.

7. Qualifications of consultant

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desirable to have experience of working in the state and also experience with departments.

8. Terms of Payment

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