

**FINAL REPORT**  
DECEMBER 2009 – APRIL 2010



*Submitted to:*

**Food and Agriculture Organization of the United Nations**

*Contact:*

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## Acronyms

ANSAB:	Asia Network for Sustainable Agriculture and Bioresources
CBFES:	Community Based Forest Enterprises
CEEN:	Center for Energy and Environment - Nepal
CFUG:	Community Forest User Group
FAO:	Food and Agriculture Organization
FCN:	Forest Connect Nepal
FECOFUN:	Federation of Community Forest Users, Nepal
HANDPASS:	Handmade Paper Association
HNCC:	Herbs and NTFP Coordination Committee
MIS:	Market Information Services
NAST:	National Academy for Science and Technology
NBI:	National Business Initiatives
NEHHPA:	Nepal Herbs and Herbal Products Association
NTFP:	Non Timber Forest Product
NNN:	Nepal NTFP Network
SEME:	Social and Ecological Market Economy
SMFE:	Small and Medium Forest Enterprises
VCA:	Value Chain Analysis

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## **I. Introduction**

Forest Connect is a four year program (2007 – 2010) endeavoring to reduce poverty by linking Small and Medium Forest Enterprises (SMFEs) with national forest programs, emerging markets and service providers. Forest Connect Nepal (FCN) aims to contribute to the overall goal of Global Forest Connect program. Its efforts are directed to strengthen SMFEs and connect them among each other and with national forestry programs, emerging markets, and service providers. Forest Connect initiatives in Nepal began in August 2007. The initiative was funded by Food and Agriculture Organization (FAO) and implemented by Asia Network for Sustainable Agriculture and Bioresources (ANSAB).

In an agreement with FAO, ANSAB implemented the third year activities of the Forest Connect Initiative in Nepal from December 2009 – April 2010. Under this initiative, ANSAB initiated a national level association of producers' group and community enterprises and improved collaboration and coordination among supporting organizations and enhanced their linkages with SMFEs and Community Forest User Groups (CFUGs).

To initiate a national level association of producers' groups and community enterprises, the project first designed the process of expanding Nepal Herbs and Herbal Products Association (NEHHPA), a business membership organization of Nepali enterprises producing or processing of natural products, to organize producers' group and community enterprises. Afterward, it facilitated expanding NEHHPA's membership to producer's group and community enterprises in a district as a pilot and forming a sub-committee of NEHHPA to deal with those members.

## **II. Goal and Objectives**

The general objective of the project was to contribute to the global goal of the Forest Connect - "to substantially reduce poverty for forest-dependent people in key partner countries by increasing the number of successful and sustainable small forest enterprise associations".

In order to support the overall goal of Forest Connect, and achieve the general objectives of the project, the following specific objectives were proposed for the third year of the initiative in Nepal:

1. To initiate a national level association of producers' group and community enterprises by expanding NEHHPA's institutional system and capability, and
2. To improve the collaboration and coordination between the supporting organizations and enhance their linkages with SMFEs and CFUGs.

## **III. Scope of the report**

This report presents the summary of the activities carried out and achievements made within the project period (December 2009 – April 2010). It encompasses the achievements of the project and lesson learnt. The achievements are reported for each of the activities of the detailed work plan submitted and agreed by FAO in January 2010.

## IV. Activities and Accomplishments

In order to achieve the objectives, different activities were planned as presented in Annex 1 of this report. Under different activities, the following accomplishments were made during the project period.

### **Activity 1: Management of Forest Connect Nepal, Project**

Under this heading, four specific activities were planned to be completed by the project: staff hiring, work plan, mid-term progress report and final report submission to the FAO.

- 1. Appointment of a full time staff:** An ANSAB communication officer was appointed as a Coordinator of this project in December 2009. She coordinated the project activities and supported in the development of the institutional capacities of the organization concerning SMFEs.
- 2. Development and submission of a detailed work plan:** A detailed work plan was drafted and submitted to the FAO in January 2010. A meeting was held among the team members of the project to draft the work plan. The drafted work plan was then discussed and finalized in consultation meeting which included the Executive Director and program manager and officers. The detailed work plan is found in Annex 1.
- 3. Submission of the medium term progress report to FAO:** The mid-term progress report was prepared and submitted to FAO in March 2010.
- 4. Submission of the final report to FAO:** After the completion of the activities, this report is prepared and submitted to FAO.

### **Activity 2: Initiate a national level association of producers' group and community enterprises by expanding Nepal Herbs and Herbal Products Association (NEHHPA)'s institutional system and capability**

The followings are the accomplishments under this activity:

- 1. Conduction of a project inception meeting with NEHHPA to share the project objectives and activities:** Since designing of the project activities, Mr. Parbat Gurung, President of NEHHPA was continuously informed on project initiatives and plans. On January 20, 2010 the inception meeting was carried out with NEHHPA and discussion was made on project activities and the roles of ANSAB and NEHHPA. ANSAB Executive Director and NEHHPA Vice-President (now Acting President) participated the meeting. Further two meetings and sharing programs were held with the executive board members of NEHHPA to share the objectives and activities of the project. Likewise, series of formal and informal discussions were held with President of NEHHPA on initiating the national level association of producers' group and community enterprises and expanding NEHHPA's membership in Dolakha district.

On February 8, 2010, ANSAB staffs met some of the executive board members of NEHHPA and discussed for developing its website, developing sub-committee within NEHHPA and expanding its district chapter. The meeting agreed on hosting NEHHPA's official website as [www.nepalherbs.org](http://www.nepalherbs.org). Further facilitations were carried out, with president and vice-president of NEHHPA in later stages for expanding its membership in one district and developing sub-committee of producer groups.

2. **Expansion of NEHHPA's membership to producers' groups and community enterprises in one district:** After series of discussion, executive committee meeting of NEHHPA held on April 3, 2010 decided to expand a district chapter of NEHHPA in Dolakha District. ANSAB field staffs facilitated to identify the interested Community Based Forest Enterprises (CBFEs) to be the member of district chapter, Dolakha. Field work for general assembly in the district to formalize district chapter has been planned together with ANSAB's longer-term program staff and secretariat staff of NEHHPA. Coordination and follow up for this activity is ongoing.
3. **Facilitation for developing a sub-committee of producers' group and community enterprises within NEHHPA:** With a series of discussions, ANSAB staffs were able to make realize the importance of sub-committee of producer groups and community enterprises within NEHHPA. As a result, NEHHPA Executive committee held on April 3, 2010 decided to form a sub-committee of community based enterprise within NEHHPA. Currently, chairperson is assigned to execute the role of sub-committee and the committee will be formed by general assembly so that it will have better legitimacy. The meeting proposed a general assembly in May 2010, after completing financial audit of NEHHPA for Nepali fiscal year 2066 (year 2008/09).
4. **Designing of NEHHPA's website to facilitate business networking among the members in Nepal:** As per the agreement, NEHHPA's website has been registered as [www.nepalherbs.org](http://www.nepalherbs.org) and hosted on an annual renewal basis. Number of meetings between NEHHPA and the website developer were facilitated to help both the parties coordinate with each other. By now, the homepage has been uploaded and activated in the website. Now, NEHHPA will provide information to the website developer to be uploaded in the website. As per the agreement with developer, NEHHPA's staff will be given hands on training on website management and the regular update of the website.
5. **Development of NEHHPA's national secretariat office to improve its efficiency and effectiveness in service delivery:** ANSAB, together with NEHHPA, identified the areas of support needed to develop its national secretariat office which will be helpful to improve its service delivery. In this regard, the project supported to design a ToR, announce vacancy and selection process for recruiting a Network Officer of NEHHPA. Similarly, the project supported to setup NEHHPA's secretariat office at new location by providing furniture. The project also provided technical support to NEHHPA in preparing a project proposal on NTFP business promotion. The proposal was submitted to Trade Promotion Center, a government agency in Nepal. Likewise, technical and financial support was provided to design promotional material (flex print) of the major products produced by its members. Those materials were used in an international business promotion exhibition held in Bangalore, India.
6. **Reviewing of NEHHPA's existing plan and actions to streamline business promotion and network development:** Project supported NEHHPA's executive committee to review NEHHPA's documents and promotional materials including the strategic plan, presentations, guidelines and constitution to make decision for network expansion and formation of a sub-committee. The project coordinator supported NEHHPA to collect documents and information and facilitated discussions because of vacant secretariat staff. Based on the review, the executive committee made decision to expand its network to include a district chapter and to form a sub-committee of producers' group.
7. **Conduct a workshop for NEHHPA's members and secretariat staff to develop its strategic plan on business service development and network expansion:** Linking with general assembly, a workshop

on review of strategic plan will be organized in May 2010 in the participation of NEHHPA's members and secretariat staff with continued ANSAB's support. The workshop is planned to review the strategic plan for business development service and network expansion.

**Activity 3: Improve collaboration and coordination between the supporting organizations and enhance their linkages with SMFEs and CFUGs**

As per the plan, the following actions were carried out during the project period for this activity.

- 1. Review and identify the critical services required for SMFEs and CFUGs and existing supporting organizations providing those services to SMFEs and CFUGs:** On the basis of literature review, ANSAB's past experience, a draft list of the critical services required for SMFEs and CFUGs and their potential service providers and facilitating organizations to those critical services is prepared (see Annex 2 and Annex 3 or <http://www.ansab.org/fcn/CriticalServices.pdf> and [http://www.ansab.org/fcn/ANSAB\\_directory.pdf](http://www.ansab.org/fcn/ANSAB_directory.pdf)). The critical services for SMFEs and CFUGs are grouped in seven categories namely: Input supply and raw material sourcing; Enterprise development planning; Enterprise operation and management; Technology and product development; Legal and policy; Marketing; and Finance. The list of service providers and facilitating organizations provides detail information such as specific services provided by each service provider and its contact person, address, and website. The list is expected to be helpful for the SMFEs, CFUGs and other stakeholders to know the type of services available and the supporting organizations to approach and acquire those services.
- 2. Organize Nepal NTFP Network (NNN) meeting to discuss and prioritize the identified critical services to SMFEs and CFUGs and the supporting organizations providing those services to them. Also identify the means of effective collaboration and coordination among the supporting organizations:** The 34<sup>th</sup> NNN meeting was held at ANSAB on April 21, 2010 with a major objective of identifying the critical services to SMFEs and CFUGs and supporting organizations providing those services to them. The meeting also aimed to identify the means of effective collaboration among the supporting organizations. The meeting was chaired by Director General of Department of Forests (DoF), Government of Nepal, and was facilitated by Executive Director of ANSAB. Altogether 15 participants representing government offices, development organizations, journalists, bank and experts of the NTFP sub sector participated in the meeting.

Previously prepared draft list of critical services was presented in the meeting for final verification and authentication. After the presentation, the floor was opened to discuss and recommend the specific service providers and supporting organizations under each critical service category. The major issues discussed and decisions made are as follows and the details are provided in Annex 4: The 34<sup>th</sup> NNN Meeting Minutes.

- A task force is formed for developing NTFP inventory methodology & guidelines. This is priority agenda for forestry sector and Government of Nepal. Director General of DoF requested ANSAB to lead the taskforce. Department of Plant resource, Department of Forest Research and Survey and other development organizations are the members.
- The meeting made a recommendation to develop a course focusing on Community Forestry Enterprises (CFEs) as there is a lack of competent and readily available human resource for CFEs'

business planning and operation. The Director General of DoF and other participants in the meeting expressed full support in this direction.

- The participants also discussed that there should be an effective intervention for technological services required by the CFEs and agreed to prepare brochures of 25 NTFP products detailing the technological aspect.
- The meeting participants also realized the legal and policy provision as a critical service for SMFEs and CFUGs. The participants agreed to prepare one brochure entailing legal and policy requirements with special provision for CFEs. For this purpose, ANSAB is selected as a focal organization to develop the brochure and the DoF to endorse it.
- The participants discussed that apart from existing certification system, NTFPs should have PRA (Pest Risk Analysis) certification and provision of harmonized code (HS) for the trade in international market.
- Normally there is no practice of insurance for CFEs, so banks are reluctant to invest in this sector. Realizing the importance of insurance, the participants recommended to linkup the CFEs with the organization like ANSAB, bankers' association and insurance association.
- The meeting recognized the importance of setting up of Nepal standards for NTFP for improving national and international marketing.

3. **Prepare a directory of supporting organizations on critical services to SMFEs and CFUGs and upload in FCN website:** A directory of supporting organizations on critical services to SMFEs and CFUGs was prepared by ANSAB team. Information on the directory was verified and finalized in the 34<sup>th</sup> NNN meeting. The directory is uploaded in the FCN website and can be accessed at [http://www.ansab.org/fcn/ANSAB\\_directory.pdf](http://www.ansab.org/fcn/ANSAB_directory.pdf).

#### **Activity 4: Improve Communication between SMFEs and CFUGs related Network such as NEHHPA, HNCC, NNN, FECOFUN, HANDPASS to promote coordination of their activities and services**

1. **Improvement of FCN website to post relevant information, such as activities of the supporting organizations and networks, blogs, market information database, and other relevant information:** FCN website has been improved to make it easy to update information related to NNN, service providers and market in a regular basis. Similarly, improvement has been made to disseminate information. The improvement allows users to subscribe for information generated by ANSAB i.e. Price list, NNN meeting minute <http://www.ansab.org/subscription.php?option=nnnminutes>. List of critical services and service providers' directory has been uploaded to FCN website.
2. **Participation in relevant meetings especially of the SMFEs and CFUGs related networks such as NEHHPA, HNCC, FECOFUN, HANDPASS and supporting organizations:** ANSAB team including project staff have been participating continuously in different programs and workshops to increase the networking with different organizations. FCN has been introduced and promoted wherever appropriate and ANSAB is being introduced as a Nepali partner for Forest Connect Initiative. Some of the workshops and programs attended during the project period include:
  - a. **Consultation Workshop regarding the formation of Forestry Research Network:** We participated in the consultation workshop on forming a Forestry Research Network organized by

Department of Forest Research and Survey (DFRS) on 21 January, 2010 for finding the ways for sharing, coordination and collaboration among forestry research stakeholders. A total of 45 participants from a range of organizations participated in the workshop. At the end of the workshop, a working group of 9 members was formed in which ANSAB is selected as the member. Later, we participated in the working group meeting organized on February 9 and discussed for working on collaborative researches in short term and develop national strategies of forestry research.

**b. Consultation Workshop on REDD Readiness Plan:** We attended and gave inputs in the workshop organized by REDD cell, the executive body lead by the Joint Secretary of Ministry of Forests and Soil Conservation, to discuss the Component 1b (Outreach Plan) of the Readiness Preparation Proposal (RPP) for REDD plus implementation in Nepal.

**c. Workshop on Awareness Raising Materials on REDD:** On 16 December 2009, ANSAB, SNV-Nepal and REDD cell participated and discussed on the workshop to discuss for developing awareness raising material on REDD.

**d. Workshop on Capacity Building for Bio-trade Project:** On 21 January 2010, we participated in inception workshop “Capacity Building for Bio-trade Project” organized by GTZ INCLUDE to strengthen bio trade related capacities in the three pilot countries (Nepal, Peru and Namibia). In the workshop, ANSAB made a presentation on “ANSAB and Bio-trade Activities” and discussed about the major products facilitated by ANSAB for national and international marketing.

**e. Workshop on Social and Ecological Market Economy:** ANSAB participated in the workshop “The principles of Social and Ecological Market Economy (SEME) and their significance for private sector growth” organized by National Business Initiatives (NBI) and GTZ/Federalism Support Program on January 25, 2010.

**f. Meeting and Inception workshop on HIMALI Project:** On 26 February, 2010 ANSAB participated in HIMALI ((High Mountain Agribusiness and Livelihood Improvement) project meeting to discuss with the key stakeholders on current status of the value chain for MAPs products, get feedback and comments on the constraints and opportunities, and try to obtain a consensus on priority leverage points within the chains. Later on 11 March, 2010 we participated in its inception workshop to discuss on identified potential areas for Participatory Action Research in different value chain

**g. Stall Exhibition at ICIMOD and Department of Plant Resources:** On 6 March, 2010 and 11 April, 2010 we kept stalls at ICIMOD and Department of Plant Resources respectively to exhibit our projects, publications, and posters. We also displayed community products marketed by their marketing company – Himalayan Bio-Trade Pvt. Ltd. and Himalayan Green Energy Pvt. Ltd. The exhibition helped to increase coordination and cooperation with different organizations and the visitors.

- 3. Development of an IT system to improve ANSAB’s communication database (for MIS and NNN minutes distribution):** Web based IT system has been developed to improve ANSAB’s communication system. A web based database system has been developed for MIS price list and NNN meeting minute distribution. This consists of a user interface in ANSAB and FCN website for allowing subscriptions (<http://www.ansab.org/subscription.php?option=nnnminutes>). Similarly, provision has been made for updating dissemination list in the web-based database to make



information dissemination easier. This is expected to increase outreach of the information and reduce ANSAB staff's workload.

## V. Lesson Learnt and Way Forward

Overall, the project was successful in meeting the objectives of initiating national level association of producers' group and community enterprises by expanding NEHHPA's institutional system and capability, and improving the collaboration and coordination between the supporting organizations and enhances their linkages with SMFEs and CFUGs. There is still a need to support NEHHPA by strengthening its institutional systems for effective service delivery. Furthermore, the project is successful in strengthening the network among facilitating organizations in the sector and improving access of SMFEs and CFUGs to their services. For such purpose NNN could be very effective but there is a further scope to expanding membership and its networking and enabling it to coordinate and execute various collaborative activities. The followings are the specific lesson learnt and further scope to expand impacts of FCN initiative in Nepal.

- To facilitate associations, it requires longer term engagement mainly to stimulate demand for various network development activities. Similarly, backstopping plan for some period after intensive project support is essential to stabilize the project initiative. Extensive efforts and time was required to coordinate the NEHHPA members who were occupied in different business activities and have their own commitments. Because of leveraging of significant resources through ANSAB's ongoing projects, it became feasible to strengthen NEHHPA during the project period. In order to implement interventions as designed in this project, more resources should be allocated.
- It was realized that there are very few service providers in the sector of community forestry and SMFEs, and hence need is to develop specific service providers in the sector. The 34<sup>th</sup> NNN meeting also highlighted the need of developing service providers at local as well as national level by offering structured courses that integrates skill sets required for both forestry and enterprise development and provides knowledge to organize service delivery in a business manner. The meeting also realized lack of standard guidelines for service providers to implement various standardized interventions.
- The 34<sup>th</sup> NNN meeting concluded that there is a need to develop and widely disseminate separate brochures on policy provisions on SMFEs, technologies for different NTFP enterprises, market and supply situation in various value chains. Based on the realization that these information sharing tools could better link market, policy and enterprises, the DoF is willing to endorse these brochures for legitimacy if ANSAB takes lead in preparing the brochures.
- The forums like NNN is crucial for enhancing networking among the stakeholders of SMFEs and CFUGs as that facilitates identification of critical need for the sector and seek coordination and collaboration among each other.

## VI. Annex:

### Annex 1: Detailed Work Plan Submitted to FAO

S.N	Objective and Activities	Time line				
		Dec	Jan	Feb	Mar	Apr
<b>1.</b>	<b>Management of Forest Connect Nepal, project</b>					
1.1.	Appointment of a full time staff	■				
1.2.	Development and submission of a detailed work plan	■				
1.3.	Submission of medium term progress report to FAO			■		
1.4.	Submission of final report to FAO					■
<b>2.</b>	<b>Initiate a national level association of producers' group and community enterprises by expanding Nepal Herbs and Herbal Products Association (NEHHPA)'s institutional system and capability</b>					
2.1.	Conduct a project inception meeting with NEHHPA to share the project objectives and activities		■			
2.2.	Expand NEHHPA's membership to producers' groups and community enterprises in one district		■	■		
2.3.	Facilitate developing a sub-committee of Producers' Group and Community Enterprises within NEHHPA			■	■	
2.4.	Design NEHHPA's website to facilitate business networking among members in Nepal			■	■	
2.5.	Develop NEHHPA National secretariat office to improve its efficiency and effectiveness in service delivery			■	■	
2.6.	Review NEHHPA's existing plan and actions to streamline business promotion and network development		■			
2.7.	Conduct a workshop for NEHHPA's members and secretariat staff to develop its strategic plan on business service development and network expansion			■		
<b>3.</b>	<b>Improve collaboration and coordination between the supporting organizations and enhance their linkages with SMFEs and CFUGs</b>					
3.1.	Review and identify the critical services required for SMFEs and CFUGs and existing supporting organizations providing those services to SMFEs and CFUGs		■	■		
3.2.	Organize Nepal NTFP Network (NNN) meetings to discuss and prioritize the identified critical services to SMFEs and CFUGs and the supporting organizations providing those services to them. Also identify means of effective collaboration and coordination among the supporting organizations				■	
3.3.	Prepare a directory of supporting organizations on critical services to SMFEs and CFUGs and upload in FCN website				■	■
<b>4.</b>	<b>Improve Communication between SMFEs and CFUGs related Network such as NEHHPA, HNCC, NNN, FECOFUN, HANDPASS to promote coordination of their activities and services</b>					
4.1.	Improve FCN website to post relevant information, such as activities of the supporting organizations and networks, blogs, market information database, and other relevant information			■	■	
4.2.	Participate in relevant meetings especially of the SMFEs and CFUGs related networks such as NEHHPA, HNCC, FECOFUN, HANDPASS and supporting organizations					
4.3.	Develop an IT system to improve ANSAB's communication database (for MIS and NNN minutes distribution)		■	■		
4.4.	Regularly update the FCN website with relevant information and documents		■	■	■	■

## **Annex 2: Summary of Critical Services required by SMFEs and CFUGs**

(Based on ANSAB research and consultation)

### **Input supply/Raw material sourcing**

- Sustainable sourcing of raw materials (resource inventory, sustainable harvesting)
- Supply of other inputs required in processing
- Supply of seed and seedling/saplings
- Nursery management

### **Enterprise Development Planning**

- Facilitation for Entrepreneurship development
- Facilitation for business plan preparation

### **Enterprise Operation and Management**

- Facilitation for Enterprise development and management
- Skill development
- Facilitation for book keeping and record keeping

### **Technology and Product development**

- Improvement in existing technology (Efficient boiler of distillation units, seed extraction, briquette compressor, beater machine, allo yarn making machine etc)
- R&D and product quality testing
- Technical knowledge on storage, packaging and grading
- Post harvest handling technologies
- Processing and product diversification
- Lab testing facilities
- Repair and maintenance facility at local level

### **Legal and policy**

- Orientation to CFEs on NTFP cultivation, collection, processing, national trading and exporting
- Review of NTFP policy
- Enterprise registration

### **Marketing**

- Setting up of Nepal Standard for NTFP
- MIS
- Market linkages in national and international level
- Certification (Forest, quality, organic, fair-trade, etc.)
- Integration of CFEs in profitable value chain

### **Finance**

- Local fund generation and mobilization
- Access to MFIs commercial banks

## Annex 3: Directory of Service Providers for Community Based Forest Enterprises (CBFES) and Community Forest User Groups (CFUGS)

PREPARED BY: ANSAB

DATABASE DATED: 10 APRIL, 2010

<p><b>ADBL (Agriculture Development Bank Limited)</b>          Ramashapath, Kathmandu, Nepal          Tel: 01-4262885; Fax: 01-4262616          Email: info@adbn.gov.np          Contact Person: Shyam Singh Pandey          Designation: Chief Executive Officer</p> <p>Organization's focus services: <i>Financial Services</i></p>	<p><b>ANSAB (Asia Network for Sustainable Agriculture and Bioresources)</b>          P O Box 11035, Kathmandu, Nepal          Tel: 01-447 8412; Fax: 01-4476586          Email: ansab@ansab.org          Contact Person: Bhishma Subedi          Designation: Executive Director</p> <p>Organization's focus services: <i>Resource Inventory, Trainings, Research, Development through natural product based enterprises</i></p>
<p><b>BCP (Bhaktapur Crafts Paper Ltd.)</b>          P.O. Box 2205, Bhaktapur, Nepal          Tel: 01-6610795; Fax: 01-6610228          Email: crafts@bcp.wlink.com.np</p> <p>Organization's focus services: <i>Community Development throuh paper production</i></p>	<p><b>Beed Management</b>          P.O. Box 7025, Lalitpur-3, Nepal          Tel: 01-5548400; Fax: 01- 5548405          Email: info@beed.com.np          Contact Person: Vijaya Gurung          Designation: RM</p> <p>Organization's focus services: <i>Portfolio management, New business consulting, Management and Financial advisory services</i></p>
<p><b>BOK (Bank of Kathmandu)</b>          P.O. Box 9044, Kamal Pokhari, Kathmandu, Nepal          Tel: 01-4414541; Fax: 01-4418890          Email: info@bok.com.np          Contact Person: Sanjaya Bahadur Shah          Designation: Chairman</p> <p>Organization's focus services: <i>Financial Services</i></p>	<p><b>CEBUD (Center for Business Development)</b>          P.O. Box 8975 EPC 1496, Lalitpur, Nepal          Tel: 01-5542483; Fax: 01-5539227          Email: cebud@ntc.net.np          Contact Person: Binaya Maharjan          Designation: Program Coordinator</p> <p>Organization's focus services: <i>Business Development Services</i></p>

<p><b>CECI (Center for International Studies and Cooperation)</b>  P O Box 2959, 135 Naya Basti Marg,  Baluwataar, Kathmandu  Tel: 01-4414430; Fax: 01-4413256  Email: ceci@ceci.org.np  Contact Person: Hari Bastola  Designation: Interim Country Representative</p> <p>Organization's focus services: <i>Poverty</i></p>	<p><b>CSIDB (Cottage and Small Industries Development Board)</b>  Kathmandu, Nepal  Tel: 01-4261844; Fax: 01-4261572  Email: csidbtk@wlink.com.np  Contact Person: Rajeshwor P. Pant  Designation: Executive Director</p> <p>Organization's focus services: <i>Establishment and promotion of small scale industries at</i></p>
<p><b>DFID (Department for International Development)</b>  P O Box 106, Ekantakuna, Lalitpur  Tel: 01-5542980; Fax: 01-5542979  Email: nepal-enquiries@dfid.gov.uk</p> <p>Organization's focus services: <i>Better forest management, more equitable distribution of benefits including land, income-generation activities, enterprise development training</i></p>	<p><b>DoF (Department of Forests)</b>  Babarmahal, Kathmandu, Nepal  Tel: 01-4220303; Fax: 01-4227374  Email: info@dof.gov.np  Contact Person: Madhav Acharya  Designation: Direct General</p> <p>Organization's focus services: <i>Policy, Research, Knowledge</i></p>
<p><b>DPR (Department of Plant Resources)</b>  Thapathali, Kathmandu, Nepal  Tel: 01-4251160; Fax: 01-4251141  Email: herbsntfp@wlink.com.np  Contact Person: Dr. Krishna Chandra Poudel  Designation: Director General</p> <p>Organization's focus services: <i>Policy, Research, Knowledge</i></p>	<p><b>FAO (Food and Agriculture Organization)</b>  P.O. Box: 25, UN House, Kathmandu, Nepal  Tel: 01-5523200; Fax: 01-5526358  Email: FAO-NPL@field.fao.org; FAO-NP@fao.org  Contact Person: Lakshman K. Gautam  Designation: Assistant FAO Representative</p> <p>Organization's focus services: <i>Research, Trainings, Funding</i></p>
<p><b>FECOFUN (Federation of Community Forests Users, Nepal)</b>  P O Box 8219, Kathmandu, Nepal  Tel: 01-4485263; Fax: 01-4485262  Email: fecofun@wlink.com.np  Contact Person: Ghanashyam Pandey  Designation: President</p> <p>Organization's focus services: <i>Lobbying for sustainable community forest management</i></p>	<p><b>FNCCI (Federation of Nepalese Chambers of Commerce and Industry)</b>  P O Box 269, Teku, Kathmandu, Nepal  Tel: 01-4262245; Fax: 01-4262260  Email: fncci@mos.com.np  Contact Person: Kush Kumar Joshi  Designation: President</p> <p>Organization's focus services: <i>inter alia, information, advisory, consultative, promotional and representative services to</i></p>

<p><b>GEF (Global Environment Facility)</b>  P O Box 107, Kathmandu, Nepal  Tel: 01-5523200; Fax: 01-5523991  Email: registry.np@undp.org  Contact Person: Gopal Raj Serchan  Designation: National Coordinator</p> <p>Organization's focus services: <i>provides grants projects related to biodiversity, climate change, and other environment issues</i></p>	<p><b>GTZ</b>  P O Box 1457, Kathmandu, Nepal  Tel: 01-5523228; Fax: 01-5521982  Email: gtz-nepal@gtz.org.np/ gtz-nepal@gtz.de  Contact Person: Thomas Labahn  Designation: Country Director</p> <p>Organization's focus services: <i>international cooperation for sustainable development</i></p>
<p><b>HAN (Handicraft Association of Nepal)</b>  P O Box 784, Kathmandu, Nepal  Tel: 01-4212567; Fax: 01-422 2940  Email: han@wlink.com.np  Contact Person: Bikash Ratna Dhakhwa  Designation: President</p> <p>Organization's focus services: <i>enhance and promote handicraft trade and industry</i></p>	<p><b>Helvetas (Swiss Association for International Cooperation)</b>  P O Box 688, Pulchowk, Lalitpur, Nepal  Tel: 01-5524925; Fax: 01-5526719  Email: po@helvetasnepal.org.np  Contact Person: R.K. Neupane  Designation: District Program Coordinator</p> <p>Organization's focus services: <i>Infrastructure development in Rural Areas; Sustainable Use of</i></p>
<p><b>ICIMOD (International Center for Integrated Mountain Development)</b>  P O Box 3226, Lalitpur, Nepal  Tel: 01-500 3222; Fax: 01-5003299  Email: info@icimod.org  Contact Person: Madhab Karki  Designation: Deputy Director General</p> <p>Organization's focus services: <i>Knowledge center for sustainable natural resources</i></p>	<p><b>IDE (International Development Enterprises)</b>  P O Box 2674, Lalitpur, Nepal  Tel: 01-5526221; Fax: 01-5533953  Email: info@idenepal.org.np  Contact Person: Komal Prasad Pradhan  Designation: National Program Director</p> <p>Organization's focus services: <i>Creating Income Opportunities for the Rural Poor</i></p>
<p><b>IEDI (Industrial Enterprise Development Institute)</b>  P O Box 3676, Tripureshwor, Kathmandu, Nepal  Tel: 01-426 0485; Fax: 01-426 0241  Email: iedi@mos.com.np  Contact Person: Baburam Ranabhat  Designation: Executive Director</p> <p>Organization's focus services: <i>entrepreneurship development through training, research,</i></p>	<p><b>ILO (International Labor Organization)</b>  P O Box 8971, Sanepa, Lalitpur, Nepal  Tel: 01-5550691; Fax: 01-5550714  Email: kathmandu@ilo.org  Contact Person: Gagan L. Rajbhandari  Designation: Senior Program Officer</p> <p>Organization's focus services: <i>Trainings, Fundings</i></p>

<p><b>JABAN (Jadibuti Association of Nepal)</b> Nepalgunj, Banke, Nepal Tel: 081-524884; Fax: 081-521102 Email: jaban@wlink.com.np Contact Person: Mohammad Yakub Ansari Designation: Chairman</p> <p>Organization's focus services: <i>sustainable use of the country resources and provide necessary support to the rural community for producing</i></p>	<p><b>LFP (Livelihood and Forestry Program)</b> C/O DFID, P O Box 106, Kathmandu, Nepal Tel: 01-4410010; Fax: 01-4410469 Email: lfp@lfp.org.np Contact Person: Vijaya Narayan Shrestha Designation: Program Manager</p> <p>Organization's focus services: <i>promotes more equitable, efficient, and sustainable use of forests by rural communities</i></p>
<p><b>MEDEP (Micro-Enterprise Development Program)</b> NEP/97/013 Ekantakuna, Lalitpur, Nepal Tel: 01-5531814; Fax: 01-5511950 Email: info@medep.org.np Contact Person: Lakshman Pun Designation: National Program Manager</p> <p>Organization's focus services: <i>Identification of poor people, especially women, Indigenous</i></p>	<p><b>Mercycorps (MCI)</b> P O Box 24374, Lalitpur, Nepal Tel: 01-5555532; Fax: Email: info@np.mercycorps.org Contact Person: Designation:</p> <p>Organization's focus services: <i>Market driven based economic development</i></p>
<p><b>MFSC (Ministry of Forests and Soil Conservation)</b> Babarmahal, Kathmandu, Nepal Tel: 01-4223862; Fax: 01-422 3868 Email: mfsc@mail.com.np Contact Person: Uday Raj Sharma Designation: Secretary</p> <p>Organization's focus services: <i>Policy, Research, Knowledge</i></p>	<p><b>NAST (National Academy of Science and Technology)</b> GPO Box 3323, Khumaltar Lalitpur, Nepal Tel: 01-5547718; Fax: 01-5547713 Email: info@nast.org.np Contact Person: Dilip Subba Designation: Secretary</p> <p>Organization's focus services: <i>Product Research</i></p>
<p><b>NDB (Nepal Development Bank)</b> Kamaladi, Kathmandu, Nepal Tel: 01-4254639; Fax: 01-4245753 Email: ndb@csl.com.np Contact Person: Amar Gurung Designation: Chairman</p> <p>Organization's focus services: <i>Financial Services</i></p>	<p><b>NEHHPA (Nepal Herbs and Herbal Product Association)</b> Dhapasi-7, Kathmandu, Nepal Tel: 01-4386690; Fax: Email: ahi@infoclub.com.np Contact Person: Govinda Ghimire Designation: President</p> <p>Organization's focus services: <i>Promotes herbal products from Nepal</i></p>

<p><b>NSCFP (Nepal Swiss Community Forest Project)</b>  P O Box 113, Kathmandu, Nepal  Tel: 01-5551702; Fax: 01-5551701  Email: bk_pokhrel@nscfp.org.np  Contact Person: Dr. Bharat Kumar Pokharel  Designation: Project Manager</p> <p>Organization's focus services: <i>Supporting implementation of the Community Forestry</i></p>	<p><b>Practical Action</b>  P.O.Box: 15135, Lazimpat, Kathmandu, Nepal  Tel: 01-4446015; Fax: 01-4445995  Email: practicalaction@practicalaction.org.np  Contact Person: Achyut Luitel  Designation: Country Director</p> <p>Organization's focus services: <i>Reducing vulnerability, Making markets work, Promoting infrastructure for the poor, Responding to new</i></p>
<p><b>RMDC (Rural Microfinance Development Center)</b>  P O Box 20789, Kathmandu, Nepal  Tel: 01-4268019; Fax: 01-4247702  Email: rmdc@ccsl.com.np  Contact Person: Shankar Man Shrestha  Designation: Chief Executive Officer</p> <p>Organization's focus services: <i>Improving socio-economic condition of the poor, the landless</i></p>	<p><b>SDC</b>  P O Box 113, Kathmandu, Nepal  Tel: 01-5524927; Fax: 01-5525358  Email: kathmandu@sdc.net  Contact Person: Yamuna Ghale  Designation: Program Officer</p> <p>Organization's focus services: <i>Capacity Development and Policy Improvement in Natural Resource Management</i></p>
<p><b>SNV (Netherland Development Organization)</b>  P O Box 1966, Lalitpur, Nepal  Tel: 01-5523444; Fax: 01-5523155  Email: nepal@snvworld.org  Contact Person: Tej Dahal  Designation: Advisor</p> <p>Organization's focus services: <i>Improving the access, coverage and quality of basic services, Increasing the production, income and</i></p>	<p><b>Trikon-health</b>  GPO Box:11437, Kathmandu, Nepal  Tel: 01-4478286; Fax: 01-4474158  Email: drthapa@email.com</p> <p>Organization's focus services: <i>Exporting herbal (Ayurvedic) soaps specially made up of neem plants.</i></p>
<p><b>USAID (US Agency for International Development)</b>  P.O. Box: 5653, Kalimati, Kathmandu, Nepal  Tel: 01- 4270171; Fax: 01-4272357  Email: unepal@usaid.gov  Contact Person: Sribindu Bajracharya  Designation: Project Development Specialist</p> <p>Organization's focus services: <i>Strengthen the delivery of essential social services to help</i></p>	<p><b>WUPAP (Western Upland Poverty Alleviation Project)</b>  P.O.Box No. 20383, Lalitpur, Nepal  Tel: 01-5552247; Fax: 01-5552247  Email: wupap@wlink.com.np  Contact Person: Dinesh Kumar Thapalya  Designation: Project Director</p> <p>Organization's focus services: <i>Create a better economic situation for mid and far western</i></p>
<p><b>Regional Forest Seed Center, Biratnagar</b>  Tel: 021-535045</p> <p>Organization's focus services: <i>Seed Supply</i></p>	<p><b>Regional Forest Seed Center, Hetaunda</b>  Tel: 057-520872</p> <p>Organization's focus services: <i>Seed Supply</i></p>



<p><b>Regional Forest Seed Center, Pokhara</b> Tel: 061-524756</p> <p>Organization's focus services: <i>Seed Supply</i></p>	<p><b>Regional Forest Seed Center, Dhangadhi</b> Tel: 091-524699</p> <p>Organization's focus services: <i>Seed Supply</i></p>
<p><b>Regional forest Directorate, East</b> Tel: 021-536584; Fax: 021-530291</p> <p>Organization's focus services: <i>Overall forest management</i></p>	<p><b>Regional forest Directorate, Center</b> Tel: 057-520829; Fax: 057-520829</p> <p>Organization's focus services: <i>Overall forest management</i></p>
<p><b>Regional forest Directorate, West</b> Tel: 061-520305; Fax: 061-520305</p> <p>Organization's focus services: <i>Overall forest management</i></p>	<p><b>Regional forest Directorate, Mid west</b> Tel: 083-520187; Fax: 083-520187</p> <p>Organization's focus services: <i>Overall forest management</i></p>
<p><b>Regional forest Directorate, Far west</b> Tel: 091-523063; Fax: 091-523063</p> <p>Organization's focus services: <i>Overall forest management</i></p>	<p><b>Regional Training Center, East</b> Tel: 021-530291; Fax: 021-530291</p> <p>Organization's focus services: <i>Trainings</i></p>
<p><b>Regional Training Center, Center</b> Tel: 01-5560189; Fax: 01-5560189</p> <p>Organization's focus services: <i>Trainings</i></p>	<p><b>Regional Training Center, West</b> Tel: 061-521416; Fax: 061-521416</p> <p>Organization's focus services: <i>Trainings</i></p>
<p><b>Regional Training Center, Mid West</b> Tel: 083-520745; Fax: 083-520187</p> <p>Organization's focus services: <i>Trainings</i></p>	<p><b>Regional Training Center, Far West</b> Tel: 091-523063; Fax: 091-523063</p> <p>Organization's focus services: <i>Trainings</i></p>
<p><b>The Timber Corporation of Nepal (TCN)</b> Tel: 01-4222192; Fax: 01-4228367</p> <p>Organization's focus services: <i>fulfilling forest products demands of the urban population and selling sawnwood and fuelwood as appropriate</i></p>	<p><b>HPPCL (Herbs Production and Processing Company Ltd)</b> Tel: 01-6630067; Fax: 01-6630232</p> <p>Organization's focus services: <i>Processing of herbal products</i></p>
<p><b>DFO, Sankhuwa sawa</b> Tel: 029-560135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Sunsari</b> Tel: 025-560496</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>

<p><b>DFO, Solukhumbu</b> Tel: 038-520134; Fax: 038-520108</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Saptari</b> Tel: 031-520082</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Okhaldhunga</b> Tel: 037-520134; Fax: 037-520134</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Morang</b> Tel: 021-530404</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Bhojpur</b> Tel: 029-420134; Fax: 029-420415</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Jhapa</b> Tel: 023-455053; Fax: 023-455189</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Panchthar</b> Tel: 024-520117</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Siraha</b> Tel: 023-561019</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Ilam</b> Tel: 027-520216</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Udayapur</b> Tel: 035-420457</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Terathum</b> Tel: 026-460131; Fax: 026-460131</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Taplejung</b> Tel: 024-460117; Fax: 024-460132</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Khotang</b> Tel: 036-420134; Fax: 036-420134</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Dhankuta</b> Tel: 027-520229</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Rasuwa</b> Tel: 010-540107</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Ramechhap</b> Tel: 048-690124</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>

<p><b>DFO, Rautahat</b> Tel: 055-540210</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Sarlahi</b> Tel: 046-501082</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Dolakha</b> Tel: 049-420135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Makwanpur</b> Tel: 057-520593</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Mahotari</b> Tel: 044-550131</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Bhaktapur</b> Tel: 01-6630811</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Nuwakot</b> Tel: 010-560007</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Bara</b> Tel: 053-520219</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Parsa</b> Tel: 051-522243</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Sindhupalchowk</b> Tel: 011-620345</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Sindhuli</b> Tel: 047-520050</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Chitwan</b> Tel: 056-520215</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Lalitpur</b> Tel: 01-5525559</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Kathmandu</b> Tel: 01-4434857</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Kavrepalanchowk</b> Tel: 011-490586</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Dhading</b> Tel: 010-520125</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>

<p><b>DFO, Dhanusha</b> Tel: 041-520141</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Syanja</b> Tel: 063-420115</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Rupandehi</b> Tel: 071-520222</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Baglung</b> Tel: 068-520135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Arghakhachi</b> Tel: 077-420170</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Manang</b> Tel: 066-449344</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Myagdi</b> Tel: 069-520135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Nawalparasi</b> Tel: 078-520334</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Palpa</b> Tel: 075-520002</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Parbat</b> Tel: 067-420135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Lamjung</b> Tel: 066-520135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Kaski</b> Tel: 061-520171</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Kapilbastu</b> Tel: 076-560014</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Tanahun</b> Tel: 065-560135</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Gulmi</b> Tel: 079-520179</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Gorkha</b> Tel: 064-520136</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>

<p><b>DFO, Rolpa</b> Tel: 086-449112</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Dolpa</b> Tel: 087-550053</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Surkhet</b> Tel: 083-520254</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Salyan</b> Tel: 088-520008</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Rukkum</b> Tel: 088-649077</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Banke</b> Tel: 081-520228</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Bardia</b> Tel: 084-420156</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Dang</b> Tel: 082-560014</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Dailekh</b> Tel: 089-420132</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Mugu</b> Tel: 087-460048</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Jumla</b> Tel: 087-5200035</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Jajarkot</b> Tel: 089-680053</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Piuthan</b> Tel: 086-420007</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Kalikot</b> Tel: 087-440002</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Humla</b> Tel: 087-680029</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Doti</b> Tel: 094-420145</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>

<p><b>DFO, Dadeldhura</b> Tel: 096-420145</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Bajhang</b> Tel: 092-421021</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Bajura</b> Tel: 097-541006</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Baitadi</b> Tel: 095-520152</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Darchula</b> Tel: 093-420145</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Achham</b> Tel: 097-620145</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>
<p><b>DFO, Kanchanpur</b> Tel: 099-522427</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>	<p><b>DFO, Kailali</b> Tel: 091-521133</p> <p>Organization's focus services: <i>Forest regulation and Implement forest acts and policies</i></p>

## Annex 4: 34<sup>th</sup> NNN Meeting Minute

Nepal Non-Timber Forest Products Network (NNN) was formed in 1995 with the mission to promote conservation of biodiversity and efficient utilization of NTFPs for the sustained economic and social development of Nepalese society. The Network activities have contributed to sharing of knowledge and information, collaboration among NTFP actors and minimization of duplication of efforts. Through serious deliberations, it has identified some strategic NTFP promotion intervention nodes: training, marketing, policy review, and they are being addressed by several organizations. Since the early days, ANSAB has been pro-active to bring the different issues in NTFP sectors and share among different concerned organization. In the last 33 episodes of NNN advisory and sharing meetings, different issues were discussed which contributed to the development of NTFP sector.

### Agenda

Major agenda:

- Presentation, discussion and prioritization of critical services and service providers to CFEs
- Presentation of issues, discussion and recommendation regarding registration of trees grown in private land

Other agenda:

- Sharing and discussion about design of project for “Expanding FSC certification at landscape level through incorporation of additional ecosystem services”
- Sharing of Medherb Green Pages 2010 (India and Nepal)

### Welcome Note

Dr. Bishma Subedi, NNN coordinator and Executive Director of ANSAB, welcomed all the participants and briefed the agenda of the meeting and requested them to provide their valuable inputs and ideas towards attaining the set objectives of the meeting. He also stated that though the community forestry enterprises (CFEs) are being developed, they have been struggling for access to various services required for their success. Thus, there is a need to sort out the critical services required to develop sustainable CFEs. He also expected that the 34<sup>th</sup> NNN meeting will be successful in producing the concrete output favorable for developing appropriate CFEs.

Dr. Subedi also requested Mr. Madhav Acharya, Director General of Department of Forests (DoF) to chair the meeting.

### Discussion

After a brief introduction of participants, discussions were carried out on each agenda.

#### Agenda 1: Critical Services and Service Providers to CFEs (MSME)

In the 17 year long experience of ANSAB in developing Community Forest Enterprises (CFEs) in rural areas of Nepal, it realized the importance of collaboration and coordination between the Micro, Small and Medium Forest Enterprises (MSMFEs) and Community Forest User Groups (CFUGs) supporting

organizations and the role of the critical services and service providers in the development and promotion of CFEs and CFUGs. Based on that 7 most critical services required by CFEs: Input supply/raw material sourcing, Enterprise development planning, Enterprise operation and management, Technology and product development, Legal and policy, Marketing, and Finance were identified and presented in the meeting. Different services required under these categories were presented and discussion was facilitated to identify service providers and supporting organizations for these services. The outcomes of the discussion were:

Formation of Task force for developing NTFP inventory methodology & guidelines: The participants discussed on different needs and problems in raw material sourcing. They discussed that CFEs are confronted with the problems of sustainable harvesting of the resources. As many forest based enterprises ignore the long term perspectives, the issues of sustainability have become larger. The participants also discussed need of service providers to CFEs. The meeting suggested developing service providers through standardized courses who could provide the required services to the CFEs. The meeting also realized lack of standard guidelines for service providers to implement various standardized interventions. At the end, the meeting agreed to create a task force for developing NTFP inventory methodology and guideline. Such guideline will describe inventory methodology for MAPs, Leaf, Root, and Whole plant. The task force for preparing the guideline is as below:

Coordinator- ANSAB  
Members- Department of Forests  
Livelihood and Forestry Program  
Department of Plant Resources  
Forest Action  
Department of Forest Research and Survey

Other relevant and interested agencies such as Swiss Development Corporation (SDC) will be included in the task force after consultation with them.

Recommendation for developing technical management team/ develop course: The meeting highlighted the need of developing service providers at local as well as national level by offering structured courses that integrates skill sets required for both forestry and enterprise development and provides knowledge to organize service delivery in a business manner. They also discussed that one particular institution may not be sufficient to provide the required services, so there is a need of integrated efforts from different organizations. The meeting identified organization like ANSAB, Beed management and IEDI for providing such courses. The participants discussed that there is a lack of human resources who could be the service provider for business planning, development and management of the CFEs and resource management. They also discussed that the service providers for business management in CFEs could be of senior level (experts) and junior level (LRPs). The experts could be the service provider for entrepreneurship development and business planning of the enterprise while the LRPs could be the service provider for other services required for the operation of the enterprise. Through the discussion, the participants recommended to form a technical management team involving 50 to 100 professionals from forestry, management background and LRPs and train them for providing specific services to CFEs. They also discussed and recommended to prepare CTEVT course on business development and management of CFEs.

Prepare Brochure of 25 NTFP products detailing technology: The participants realized the fact that there is big gap in technology for CFEs. They discussed on how the community enterprises are crippled with the lack of appropriate technology and their service providers. The technology should be such that, the product are consumed in the local market yielding higher profit. The participants also discussed that there



should be effective intervention from government level for technological services required by the CFEs. In the end, the participants agreed to prepare brochures of 25 NTFP products detailing technology required.

While talking about brochure on technology, participants realized that there is a need to develop such information for market of different products. That could be linked with other brochure or could be developed separately highlighting market and supply situation for different value chains.

Prepare One Brochure on Legal and Policy: The participants discussed on the legal and policy gaps for CFEs and the required services for them. The issue arose was that the farmers/traders have to pay in several places, but the DoF director general made clear that the introduced seal system has minimized this problem and the traders don't have to pay more than once. Even though there are loop holes existing, the government has assured that these will be minimized. The team discussed that the entrepreneurs of CFEs should be made aware on different legal and policy requirements of the enterprises. To fulfill such requirements, the participants agreed to prepare one brochure entailing legal and policy requirements with special provision for CFEs. ANSAB is selected as a focal organization for preparing the brochure, while other organizations will support on it. ANSAB will prepare the brochure and the other organizations will provide information required for it. The brochures will be endorsed by DoF with its logo in it, to make it more authentic. Further, such brochure will be widely disseminated and transmitted in a Radio Program "Ban Batika" aired in Radio Nepal every week.

Community- Private Partnership: Linking up of community entrepreneurs with private companies was found to be crucial for the economical viability of the enterprises in long term. The participants discussed that the community do not have good investment plans that makes bankers hesitant to provide financial services to them. Further, as there is no insurance mechanism for such organization, there is risk in return and hence bankers are reluctant to invest in CFEs. Thus the participants discussed that linkages of the CFEs with the organization like ANSAB, MEDEP, and insurance companies is crucial as this provides bankers assurance for their services and sustainability of the enterprises.

Nepal Standards for NTFP, PRA Certification and Harmonized Coding (HC): The participants discussed that it is very important to set up Nepal standards for NTFP for ensuring the marketing of the quality products in national and international markets. Though it may not be possible at the moment to set up the standards, the government and civil society organizations must be aware of the fact that it is needed. The participants discussed that apart from existing certification system, NTFPs should have PRA (Pest Risk Analysis) certification. Also the need of harmonized coding (HC) was reflected for the exporting of NTFP products. The participants recommended for standardizing the packing of the certified products, which otherwise could create the loopholes. The government needs to monitor the products.

In a separate discussion, examples of providing extra incentives to individuals in various project activities were discussed. Such supply led service provision has adversely affected service market in business model.

## **Agenda 2: Tree Registration in Private Land**

ANSAB through NNN and other forum has been raising the issue of tree registration since a long time. In recent years, ANSAB tried to register the Ritha trees grown in private land to increase the income of rural poor by integrating them into profitable and sustainable value chain. But due to the lack of appropriate policy in it, the registration process couldn't move significantly ahead. Thus ANSAB realized that this issue should be discussed with concerned stakeholders helping the farmers to register the tree grown in their private land. Puspa Ghimire, presented issues and activities in tree registration in private land with example of Ritha. Dr. Subedi also requested to Director General of DoF to share progress towards in the agenda as raised through NNN, FCN and other meetings. NNN discussed the issue for a couple of time

and made recommendation to the government. After the presentation, the discussion was carried out on how the tree registration could be made possible. By the discussion, following outcomes were generated:

Private forest development directives under progress: In query of Dr. Subedi, Director General of DoF clarified that the private forest directive is under progress and will soon be implemented after it is approved from the cabinet. As per this directive, any farmer having cultivated the NTFPs species and medicinal plants can apply for the registration in respective District Forest Office.

Need of Standard Mechanism: The participants discussed that there is a need of standard mechanism in registration process so that the decision doesn't change with the change in official.

### **Agenda 3: Design of project for “Expanding FSC certification at landscape level through incorporation of additional ecosystem services”**

Dr. Bishma Subedi shared about a new project on forest certification at landscape level being implemented in four countries: Nepal, Chile, Indonesia and Vietnam, and is being funded by Global Environmental Facility (GEF). Dr Subedi entailed that the project will be designed within 8-9 months and will be implemented for four years thereafter.

### **Agenda 4: Medherb Green Pages 2010 (India and Nepal)**

This was the last agenda of the meeting in which Dr. Bishma Subedi shared about the Medherb publication of 2010 which contains the trade information on various medicinal and aromatic plants and spices found in Nepal and India. He also gave information that the book is available for sale at ANSAB which costs NPR 1800.

### **Conclusion of the Meeting**

The meeting was concluded by reflecting the discussion carried out. Dr. Subedi and Mr. Madhav Acharya thanked all the participants for their active participation in the meeting and told that the cooperation between different organizations and the government continues so that the issues could be identified and solved together.