

PANCHNAMA BEFORE STARTING EVALUATION WORKS**1. Sites Details:**

Name of Site		Date	
Divison:		Time	
Range:		Area	
Forest Block:		Year of Planting	
Panchayat:		PanchayatSamiti	
Scheme		Model	

2. Name of Person making Panchnama:

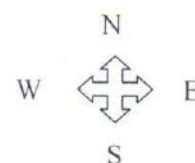
S.No.	Evaluation Staff	Post	S.No.	Name of local staff and other persons involved in evaluation	Post
1			1		
2			2		
3			3		
4			4		
5			5		

3. Location (Direction with distance):**4. GPS Location:**

GPS Location	Latitude _____ N	Longitude _____ E	Altitude _____ msl
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5. Description of Soil: Sandy Loam/ Loam/ Clay Loam/ Skeletal/ Cankar pan**6. Name of Soil and Moisture Conservation works:****Description of Vegetation:**

S.No.	Local Species	S.No.	Planted Species	Species sown by seed	Fencing
1		1			
2		2			
3		3			
4		4			
5		5			

7. Ocular Location Map:

8. Comments: It is certified that after visiting entire site selected for evaluation with present staff, no work left without counting/measuring as per proposal. After preparing Panchnama it was read or hear by all concern available at site and signed after found it correct and accepted.

This Panchnama and ocular location map is prepared after visiting entire work place along with local staff and after their concurrence, signed it.

Signature of Local Staff available		Signature of Evaluator	
		Name & Post	
		Signature of other members of team	

[illegible]

5

[illegible]

Signature of the site Incharge
Name
Post
Range

Signature of Evaluator
Name
Post

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MEASUREMENT OF ALIVE, DEAD AND VACANT PITS (100/10 PER CENT AREA) (MS-2a)

Name of the site:

Range:

Division:

Date:

DN= Dead Natural; DB= Dead Biological; DHI= Dead Human Error

S.N.	Species	Number of Alive Plants											Dead Plants					Vacant Pits		Alive/dead plants with Thanwala		Thanwala's of Natural Plants		Death		
		1	2	3	4	5	6	7	8	9	10	Total	Mean Ht.	1	2	3	4	5	Total	No.	Total	A	D		No.	Total
1																										
2																										
3																										
4																										
5																										
6																										
7																										
8																										
9																										
10																										
11																										
12																										
13																										
14																										
15																										
16																										
17																										
18																										
19																										
20																										

Signature of site incharge/ R O:
Name and Post:

Signature of Evaluator:
Name and Post:

GROWTH PERFORMANCE (Plot size: (50x50m for 10% site and 100x100m for 100% site) **R1/R2/R3** **MS-2b**
Date: Name of the Site: Range: Division:

Division:

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[illegible]

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MEASUREMENTS OF CONSTRUCTED MASONARY WATER HARVESTING STRUCTURES* THESE ARE MEASURED ABOVE GROUND SURFACE ONLY. M.S. 5

No.	Items	No.s	Measurements					Difference if any (+ or-)	
			Average length (in m.)	Top width (in m.)	Bottom width (in m.)	Average width (in m.)	Average Height (in m)		volume as per measurements
1. (i)	Head wall up to creast RR masonry	1	L	B1	B2	$B1+B2/2$	H	Cum	
2. (ii)	Plastering/pointing	3	L			B	H	Sq m	
3. (iii)	Coping masonry	1	L			B		Sq m	
4. (i)	Head wall extension on right side	2	R1 L R2 L			B	H	Cum	
(ii)	Head wall extension plastering/pointing on right side	2	R1 LR2 L			B	H	Sq m	
(iii)	Masonry on head wall extension on left side	2	L1 L L2 L			B	H	Cum	
(iv)	Headwall extension plastering/pointing on left side	2	L1 L L2 L			B		Sq m	
5	Coping on head wall extension	2							
(i)	RR masonry of side walls L & R	2							
(ii)	Plastering on side walls L & R	2	L			B	H		
(iii)	Coping on side walls left and right	2	L			B		Sq m	
6	Apron	1	L	B1					
7	RR masonry wing wall	2	L	B1	H			Cum	
8	Plastering/pointing on wing walls left and right	2+2	L			B		Sq m	
9	Coping on wing walls L & R	2	L			B		Sq m	
10	Toe wall	1	L			B		Sq m	
11	Filling of earth stone on side of extn. walls, side walls & wings walls	2	L			B	H	Cum	

MEASUREMENTS OF CONSTRUCTED MASONARY NADIS ETC. MS-6

Sl. No.	Name of item	No.s	Measurement	Difference if any (+ or -)	Average Height (in m.)	Area/Volume as per measurements Sq m/ Cum	
			Average length (in m.)				
1	RR Stone masonry in supper structure in				H		
	L1 section	1					
	L2 section	1					
	L3 section	1					
2	L4 section	1					
	Plastering /pointing on supper structure in						
	L1 Section	2					
	L2 section	2					
3	L3 section	2					
	L4 section	2					
	Coing on super structure in						
	L1 section	1					
	L2 section	1					
	L3 section	1					
	L4 section	1					

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GROWTH PERFORMANCE NATURAL REGENERATION IN UNPLANTED AREA (31.6MX 31.6M PLOTS IN TRIPLICATES)

MS- 7

Root Stock/Natural Seeding (RS/NS)

Sl. No. Replication R₁/R₂/R₃	Species			Species			Species			Species			Species		
	Height (m)	Collar Girth/CD (cm)		Height (m)	Collar Girth/CD (cm)		Height (m)	Collar Girth/CD (cm)		Height (m)	Collar Girth/CD (cm)		Height (m)	Collar Girth/CD (cm)	
1															
2															
3															
4															
5															
6															
7															
8															
9															
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18															
19															
20															
21															
22															
23															
24															
25															

Signature of site incharge/ R O		Signature of Evaluator	
Name-		Name-	

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GROWTH PERFORMANCE NATURAL REGENERATION IN PLANTED AREA (31.6MX 31.6M PLOTS IN TRIPPLICATES) MS- 8

Sl. No.	Species			Species			Species			Species		
	Replication $R_1/R_2/R_3$	Height (m)	Collar Girth/CD (cm)	Height (m)	Collar Girth/CD (cm)	Height (m)	Collar Girth/CD (cm)	Height (m)	Collar Girth/CD (cm)	Height (m)	Collar Girth/CD (cm)	
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
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14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
Signature of site incharge/ R O												
Name-												
Signature of Evaluator												
Name-												

DETAILS OF PLANTATION AS PER RECORD

FORM - A

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Name of Division	Range	Name of Site	
Forest Block & Compt.	GramPanchayat	PanchayatSami ttee	
Tehsil	District	Ownership of land	
VFPMC / EDC/ WSC	Plantation model applied at the site	Year of Plantation	
Source of funding	Scheme/ Project etc.		
In case of CAMPA Funds, type of plantation (CA/PCA/ACA/NPV etc.) and related FCA/Wildlife clearance case	Date of start of plantation work	Name of Site In-charge from the beginning with period	1. 2. 3. 4.
Expenditure (Year)	Average Rain fall of locality _____ mm /year	Number of irrigation	Quantity of water per irrigation per plant

Geology and Soil:

A. Topography of area: (Hilly/ Plain/ ravenous/Undulating/sand dunes/ Rocky etc.)

B. Rock formation of the area:

C. Type of soil: Sandy Loam/ Loam/ Clay Loam/ Skeletal/ Cankar pan

D. Soil depth :

Vegetation:-

A. Forest type:

B. Crop density:

C. Description of Vegetation:-

i. Tree:

ii. Shrubs:

iii. Herbs:

iv. Grasses:

Fencing of the plantation:-

Type of Fencing	Common /Old / New (m).	As per record (m)
Pucca Masonry wall Wall		
Loose stone Wall		
Mud wall (Dola)		
Ditch fencing		
Barbed wire fencing		
Others		

Plant species composition of Plantation:

A. Seedlings planted:

S.No.	Species	Number of plants	Density (Plants/ha)	S. No.	Species planted	Number of plants	Density (Plants/ha)
1				6			
2				7			
3				-			
4				-			
5				-			

B. Extent and composition of sowing:

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S. No.	Sowing works	Length / Number	Equivalent per ha plants (1 m sowing equivalent to one plant)	Quantity of seeds used in plantations (Kg)	Name of the species
i.	Along fencing				
ii.	Trenches/ earthen bunds				
iii.	On Thanwlas of plant				
iv	Notches				

Hoeing and weeding and duration as per record:

Other silvicultural operations carried out as per record:

- (a) Cut back
- (b) Removal of weeds
- (c) Removal of dead, dying, diseased and decaying trees
- (d) Post plantation operations such as pruning, thinning etc.

Any other observation recorded in Plantation Journal which may adversely affected success of plantation..

Whether the fencing coincides with Forest Boundary, if not, the reasons thereof.:

Whether plantation of any other schemes has been carried out in the past, if so, details thereof:

In case any dovetailing with other schemes done, details thereof :

Signature
(Forest Officials)
R.O/ Forester

Signature
(Evaluation Team)

OVERALL ASSESSMENT OF PLANTATION

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1. Name of the Site:
2. Period of Evaluation:
3. Composition of Evaluation team:
4. Forest Officials present during evaluation:
5. Specific Excess /Shortfall in physical work:

S.N.	Item	Unit of Measurement	Excess/ Shortfall	Equivalent amount (Rs.) Compare with M.B.
1				
2				
3				
4				
5				

6. Assessment of survival and growth:
- (A) Survival:

Item	Unit	As per Record	As per Assessment	Survival %
Planting	No.			
Sowing*	Number/ha			
Natural regeneration				
a. Through Root stock**	No./ha			
b. Through Natural Seeding's**	No./ha			

*Equivalent per ha plants (1 mt sowing equivalent to one plant)

** On the basis of sample survey

(B) Growth Assessment:

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Planted (Species)	Mean height ±SD (cm)	Mean Girth at collar ±SD (cm)	Seed sowing*	Mean height ±SD (cm)	Mean Girth at collar ±SD (cm)	Natural* regeneration	Mean height ± SD (cm)	Mean Girth at collar ±SD (cm)
						Root stock		
						Seedlings		

*** On sample survey basis**

7. Qualitative assessment of plantation (on 0 to 10 scale)

Component wise Assessment	Assessment (0-10)
i. Protection of plantation	
ii. Quality of soil and moisture Conservation works	
iii. Planting operations	
iv. Sowing operations	
v. Maintenance and silvicultural operations	
vi. Record maintenance	
vii. Peoples participation	
viii. Benefit sharing and sustainability	
ix. Impact on natural regeneration	
x. Suitability of treatment	
Overall assessment	

8. Good practices adopted (Narrative):

9. Shortcomings (Narrative and point wise listing):

- A. Technical shortcoming in execution of work:
- B. Selection and quality of planting/ sowing material:
- C. sustainability issues:
- D. Others:

10. Suggestions/ Recommendations:

Signature
(Evaluation Team)

QUANTITATIVE ASSESSMENT

1. Name of site:
2. Measurement of plantation boundary in detail and area:

GPS Location	Latitude _____ N	Longitude _____ E	Altitude _____ .msl
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3. Area as per record: _____ ha
4. Area as per measurement: _____ ha
5. Enclose map of plantation along with evaluation report (geo-referenced Shape file/KML file in soft copy)

A. Fencing of plantation (Measurement sheet - MS-1)

Type of Fencing	As per record (Meters)	As per measurement (Meters)	Difference
Pucca Masonry wall Wall			
Loose stone Wall			
Mud wall (Dola)			
Ditch fencing			
Barbed wire fencing			
Old fencing			
Common fencing			
Others			

B. Plantation (Measurement sheet - MS-2)**I. Artificial Regeneration****(i) Survival of saplings planted**

Plantation detail	Unit	As per record	As per measurement	Difference
Plants Planted	Numbers		Plants alive- Plants Dead- Vacant pits- Total-	
Thawla				
a. Natural plants	No.s			
b. Planted plants	No.s			

(ii) Survival Species wise:

Name of the species	Planted as per record	Number of plants surviving as per evaluation

(iii) Survival of saplings by seed sowing

Seed sowing detail	Unit	As per record	As per measurement	Difference
a. Ditch mound	Rmt*			
b. On trenches	Rmt*			
c. On Fencing	Rmt*			
d. Earthen bunds	Rmt*			
e. On Dykes	Rmt*			
f. Trenches	No.s			
g. In notches	No.s			
h. On Thawlas	No.s			

*Equivalent per ha plants (1 mt sowing equivalent to one plant)

(iv) Species wise Growth of plants

a. Average Growth of planted saplings (Species wise) :-

Name of the Species	Average height (m)	Average Girth/ CD (cm)

b. Average growth of plants by seed sowing (Species wise) :-

Name of species Sown	Average height (m)	Average Girth/CD in cm.

C. Soil and Moisture Conservation Works (Measurement Sheets -MS 3, 4, 5 & 6)

SMC structures	As per record		As per Measurement		Difference	
i. Drainage line treatment	No.s	Volume	No.s	Volume	No.s	Volume
Water harvesting Structures (WHS)*						
Silt Detention Dam (SDD)						
Gabion						
Earthen Checkdams						
Loose stone Checkdams						
PCT/ Nadi						
ii. Soil moisture Conservation works	Length		Length		Length	
Contour trench/ V-ditch/ Dykes/ furrow						
Mulching						
Others						

*Only measurements above surface level to be taken and compared.

D. Natural regeneration:

Yes/ No

S.No.	Species name (tree & shrubs only)	Treated area Mean Growth		Untreated Area Mean Growth	
		Height (m)	Girth/CD (cm)	Height (m)	Girth/CD (cm)
1					
2					
3					
4					
5					
6					

E. Other Miscellaneous works on the plantation site:

S.N.	Item	Unit	As per record	Observations (Quality and Utility)
1	Gate	No.		
2	Inspection path	Rmt		
3	Guard hut	No.		
4	Sinages	No.		
5	Others	-		

Signature
(Forest Officials)
R.O. / Forester

Signature
(Evaluation Team)

QUALITATIVE ASSESSMENT**(Form QL-1)**

Note: Only relevant items should be assessed. Give ranking between 0 to 10.

S. No.	Item	Ranking
1.	Planning process	
	i. Micro plan	
	a. Data base	
	b. Quality of plan	
	c. Relevance	
	d. Utilization of Micro plan	
	Overall (i)	
	ii. Maps	
	a. Treatment plan	
	b. Treatment map	
	c. Soil map	
	d. Survey map	
	Overall (ii)	
	iii. Estimates and Treatment note	
	Over all Ranking (1)	
2.	Suitability of treatment	
	i. Relevance of planting model in relation to site conditions	
	ii. Spacing and layout of contour trenches/dykes/V-ditches/furrows etc.	
	iii. Effectiveness of loose stone Checkdams/ Earthen bunds/ Gabions etc.	
	iv. Effectiveness and suitability of WHS/ Nadies/ PCT/gabions etc.	
	v. Drainage line treatment technique	
	Over all Ranking (2)	
3.	Protection of Plantation	
	i. Effectiveness of fencing	
	ii. Grazing control	
	iii. Damage control from wild animals	
	iv. Rodents/termite control	
	v. Protection from frost	
	vi. Protection from Loo (hot winds)	
	vii. Protection from fire	
	viii. Control of diseases	
	ix. Effectiveness of social fencing	
	x. Quality of fencing	
	Over all Ranking (3)	
4.	Planting	
	i. Growth of plants	
	ii. Choice of species of seedlings	
	iii. Planting technique	
	iv. Spacing of plants	

	v. Quality of planting material	
	vi. Growth of cuttings of Ipomea/ tufts of Munja, Grasses etc	
	vii. Effectiveness of Thanwlas (Crescent shaped structure around plant)	
	Over all Ranking (4)	
5.	Sowing	
	i. Growth of seedlings on SMC works	
	ii. Choice of species of seed sowing	
	iii. Spacing of seedlings	
	iv. Growth of seedlings on/along fencing	
	v. Growth of seedlings on Thanwlas	
	vi. Growth of seedlings on notches	
	vii. Overall result of sowing of tree species	
	viii. Overall result of sowing of shrubs/ herb species	
	ix. Overall result of sowing of grass species	
	Over all Ranking (5)	
6.	Maintenance and Silvicultural operations including singling of seedlings	
	i. Hoeing of plants planted	
	ii. Weeding of plants planted	
	iii. Weeding of seedling of seed origin on SMC structures	
	iv. Singling of seedlings	
	v. Pruning operation	
	vi. Casualty replacement	
	vii. Repair of fencing	
	viii. Repair of Thanwlas	
	ix. Application of pesticides and manure	
	x. Irrigation of plants	
	xi. Cut back operations	
	Over all Ranking (6)	
7.	Record maintenance	
	i. Plantation Journal	
	a. back ground information (Base line data)	
	b. Regular maintenance	
	c. Verification by ACF/ R.O.	
	d. Inspection note and instructions by inspecting authority	
	e. Recording compliance of instructions	
	f. Record of production	
	g. Plantation Card	
	Overall (i)	
	ii. VFPMC records	
	a. Meeting register with year wise entries	
	b. NTFP distribution record	
	c. Activeness of VFPMC	
	d. Bank account	

	v. Quality of planting material	
	vi. Growth of cuttings of Ipomea/ tufts of Munja, Grasses etc	
	vii. Effectiveness of Thanwlas (Crescent shaped structure around plant)	
	Over all Ranking (4)	
5.	Sowing	
	i. Growth of seedlings on SMC works	
	ii. Choice of species of seed sowing	
	iii. Spacing of seedlings	
	iv. Growth of seedlings on/along fencing	
	v. Growth of seedlings on Thanwlas	
	vi. Growth of seedlings on notches	
	vii. Overall result of sowing of tree species	
	viii. Overall result of sowing of shrubs/ herb species	
	ix. Overall result of sowing of grass species	
	Over all Ranking (5)	
6.	Maintenance and Silvicultural operations including singling of seedlings	
	i. Hoeing of plants planted	
	ii. Weeding of plants planted	
	iii. Weeding of seedling of seed origin on SMC structures	
	iv. Singling of seedlings	
	v. Pruning operation	
	vi. Casualty replacement	
	vii. Repair of fencing	
	viii. Repair of Thanwlas	
	ix. Application of pesticides and manure	
	x. Irrigation of plants	
	xi. Cut back operations	
	Over all Ranking (6)	
7.	Record maintenance	
	i. Plantation Journal	
	a. back ground information (Base line data)	
	b. Regular maintenance	
	c. Verification by ACF/ R.O.	
	d. Inspection note and instructions by inspecting authority	
	e. Recording compliance of instructions	
	f. Record of production	
	g. Plantation Card	
	Overall (i)	
	ii. VFPMC records	
	a. Meeting register with year wise entries	
	b. NTFP distribution record	
	c. Activeness of VFPMC	
	d. Bank account	

PROFORMA FOR VERIFICATION OF ASSETS CREATED UNDER CAMPA

Name of Division: _____ Total No. of assets created verified: _____

S.No.	Type of structure built	No. of Assets created	Assets verified (Percent basis)	Findings of Verification	
				As per record	If not as per record, details thereof.
1	R. O. Office cum Res.		100		
2	Forest Guard Chowki		100		
3	Rescue centre		100		
4	Pucca Wall (4 ft, 6ft , 12 ft)		10		
5	Arboretum		100		
6	Boundary Pillars		10		
7	Anicut type-II		50-100		
8	Anicut type-III		50-100		

Observations-

A. Buildings (R.O. Office cum res., Guard Chowki, Rescue centre, Arboretum):-

Name of asset	Observation	Ranking 0-10
A. R O Office cum res./ Chowki/Rescue centre/ Arboratum/Watch tower	Present condition of structure / location	
	Ocular observation about quality of construction	
	Condition of fixture and non fixtures	
	Other observation	
B. Anicuts	Utility and impact of the structure	
	Site selection	
	Construction quality	
	Present condition of structure / location	
	Other observation	
C. Wall	Measurement parameters (Ht, width, Length)	
	Utility and impact of the structure	
	Site selection	
	Construction quality	
	Present condition of structure / location	
	Other observation	

Conclusion:.....

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Signature
(Forest Officials /R.O./ Forester)

Signature
(Evaluation Team)

PANCHNAMA AFTER COMPLETION OF EVALUATION WORKS**1. Sites Details:**

Name of Site		Date	
Divison:		Time	
Range:		Area	
Forest Block:		Year of Planting	
Panchayat:		PanchayatSamiti	
Scheme		Model	

2. Name of Person making Panchnama:

S.No.	Evaluation Staff	Post	S.No.	Name of local staff and other persons involved in evaluation	Post
1			1		
2			2		
3			3		
4			4		
5			5		

3. (A). Evaluation date.....to.....till.**(B). The following formats are used in the evaluation work:**

S.N.	Activity for which the format is used	Format no.....to.....till
1	Planting	
2	Contour trench/V-ditch	
3	Stone/Sand Checkdams	
4	Loose Stone Wall/Ditch/Barbedwire fencing	
5	Other	

4. Forestry work

- (1) Name of planted species:
- (2) Selection of species in Plantation Area:
- (3) Average height of the Planted Plants:
- (4) Average girth of the Plants Planted (girth):
- (5) Species of seed sown

5. Description of fencing:**6. Soil and moisture conservation work:****7. Photographs:****8. Comments:**

It is certified that after visiting entire area with present staff no work left without counting. After preparing Panchanama it was read or hear by all concern available at site and signed after found it correct and accepted.

Signature of Local Staff available
Signature

Signature of Evaluator
Name-
Post-
Signature of other members of team