

# Memorandum of Understanding (MoU)

*between*

Gujarat Biodiversity Board (GBB), Gandhinagar

*and*

Institute/Expert with address

*for*

Constitution of BMCs and assisting in the preparation of PBRs to the BMCs

Gujarat Biodiversity Board is a statutory Board of the Government of Gujarat and having its office at 5<sup>th</sup> Floor, 'B' Wing, Aranya Bhawan, Sector-10A, Gandhinagar-382010 is the Principal Client for technically assisting the Biodiversity Management Committees (BMCs) in the preparation of People Biodiversity Registers (PBRs) as per the provisions of Biological Diversity Act, 2002, Biological Diversity Rules, 2004 and Gujarat Biological Diversity Rules, 2010.

This Memorandum of Understanding (MoU) is made on the -----Day of-----2013, amongst

**Gujarat Biodiversity Board (GBB)**, a statutory Board of the Government of Gujarat and having its office at 5<sup>th</sup> Floor, 'B' Wing, Aranya Bhawan, Sector-10A, Gandhinagar-382010 is the Principal Client for the constitution of BMCs and assisting in the preparation of PBRs by the BMCs and local people.

On the one part (herein called the 'Client', which expression shall unless repugnant to the context, include its successors and assignees)

**and**

**Institute/Expert with address**, (herein called the Consultant (Technical Support Group- TSG to the BMCs) which expression shall unless repugnant to the context, include its successors and assignees)

## **WHEREAS:**

- A. The Client has requested the Consultant to provide consulting services (hereinafter called the services) necessary to carry out a project titled “**Technical support for constitution of BMCs and preparation of PBRs by the BMCs**” in ---- village panchayats namely:----- Taluka-----District----- of Gujarat State in a Stipulated time period.
- B. The consultant has agreed to provide the Services on the terms and condition set forth in this MoU.

## **Background of the MoU:**

As per the provisions of the Biological Diversity Act, 2002, Government of Gujarat has constituted, Gujarat Biodiversity Board (GBB), Gandhinagar. The Board is looking after the activities of conservation, development and regulation of biological diversity, biological resources and associated traditional knowledge in the state as per the provision of Biological Diversity Act, 2002 (BDA, 2002), Biological Diversity Rules, 2004 (BDR, 2004) and Gujarat Biological Diversity Rules, 2010 (GBDR, 2010). The constitution of BMCs in all the local bodies and preparation of the PBRs of all the BMCs is one of the important task of the Board to implement the provisions of the Act & Rules.

## **Objectives of the MoU:**

As per section 41(1) of the Biological Diversity Act, 2002, every local body i.e. village/ Panchayat/Municipality/Municipal Corporation shall constitute a BMC within its area of jurisdiction for the purpose of promoting conservation, sustainable use and documentation of biological diversity including preservation of habitats, conservation of land races, folk varieties and cultivars, domesticated stocks and breed of animals and micro, organisms with associated traditional knowledge. The main function of BMC is to prepare People’s Biodiversity Register (PBR) in consultation with local people. The register shall contain comprehensive information on availability and knowledge of local biological resources, their uses in food, fiber, medicine and their related traditional knowledge. The Technical support group (TGS) may also examine scope of trade & marketing and benefit sharing therein. The technical personnel of selected

institutions/individuals for the formation of BMC and preparation of PBR would work as the Technical Support Group (TSG) and support the BMC in the preparation of PBR and action plan for further course of action.

### **Scope of Work:**

The mandate of the Board is to constitute the BMCs in all the village Panchayat/Municipality/Municipal Corporation of Gujarat State. The Board has invited the proposals from the institutions/individuals having expertise in the field of biodiversity for the constitution of BMCs and helping in the preparation of PBRs to the BMCs in two/five/ten village Panchayats of their choice on pilot basis. The selected institutions/individual will be permitted to carry out the above said works in the village panchayats after MoU with GBB and a letter of the Member Secretary, GBB to all the village sarpanches of the selected village panchayats.

The Gujarat Biodiversity Board, Gandhinagar will provide necessary technical inputs to the Clients before carrying out the said works in the village panchayats. The client will also be permitted to collect specimens for identification which are not possible to identify during survey and further authentication from the experts and authorized agencies. The photographs of Rare/Endemic/Threatened plants/animals species /eco-systems/activities of that area will have to be provided to the GBB. The format for BMC constitution and PBR preparation will be provided by the Board. The PBR formats may be utilized which are applicable to that area and if required necessary changes can be made as per discussion/approval of the Board.

The Consultant is expected to undertake the following activities/tasks:

### **Task: Constitution of BMCs and Preparation of PBRs:**

The Consultant will support village panchayat to constitute BMCs and will help in the preparation of PBRs by the BMCs in 10 selected village Panchayats with address. The works will be carried out under the guidance of Gujarat Biodiversity Board. Consultant will be responsible for data collection along with BMC in all the seasons, its analysis, validation and report writing, authentication and submission of report. A soft copy in Gujarati & English and

three hard copies in Gujarati & English will be submitted to the Board. The final copy in English & Gujarati will be printed after approval of the Board.

### **Methodology:**

The consultant is assigned the task to support the village panchayat to constitute BMCs and its TSG shall facilitate BMC members in the preparation of PBRs. They can follow the below mentioned steps in the process of PBR preparation:

- Formation of BMCs by passing of resolution by the village panchayat in the format provide by the Gujarat Biodiversity Board and a copy of the same to be submitted to the GBB.
- Sensitization of the people about the Act, Rules of biodiversity and about study, survey and possible management of biodiversity in the village panchayats.
- Training of members in identification and collection of data on biological diversity, biological resources, traditional knowledge etc.
- Collection of data includes review of literature on the natural resources available at district/taluka/village panchayat and other available literature etc.
- Participatory Rural Appraisal (PRAs) at village level, household interviews, individual interviews with village leaders and transect walked, knowledgeable individuals, household heads, key actors of the panchayat raj institutions and NGOs and direct field observations about biodiversity and biological resource & traditional knowledge
- Analysis and validation of data in consultation with BMC members and local people.
- Preparation of PBR, computerization of information, authentication and submission of report.
- The photograph of important plant and animal species and the activity on Biodiversity may be taken up to be submitted to the Board. Rare, threatened, new species of plants, animals of wild and domesticated may be collected and herbarium of plants may be prepared for their identification and further course of action.

**Duration:**

After MoU with the GBB, the constitution of BMCs, collection on data on Biodiversity and traditional knowledge and finalization of PBRs to be completed in a period of one year. The information on different aspect on biodiversity will be collected in all the seasons of the year. In first three months the constitution of all targeted BMCs and one model PBR is to be completed.

**Selection Criteria:**

After receiving the proposal of ten village panchayats from competent institution/individual to constitute BMCs and to help in the preparation of PBRs of the BMCs on the pilot basis, the institution/individual will be screened on the basis of their competence, past working experiences in this field, experience and technical manpower. After selection of institute/individual the financial proposal will be discussed, negotiated and finalized. The decision of the Board for the finalization of project will be final.

**Financial outlay:**

1) On an average Rs. 43,700/- per village panchayat as preapproved fund has been decided by the Board, to be released as follows:

- a) 20 % of sanctioned project amount will be released in advance after MoU,
- b) 60% amount will be provided in two installments as per the progress of the work. The second installment may be considered for the payment after constitution of BMCs in the selected village panchayats and preparation of one model PBR which stand for minor modification after collection of data in all seasons.
- c) Rest 20 % amount will be released after accepting final report of all PBRs.
- d) If the works are not completed in the stipulated time period then the entire amount will be recovered with prevailing simple interest in one installment by the Board.

**Expected Outcomes:** The following outcomes are expected:

1. Constitution of BMCs in targeted village Panchayats.
2. Finalization and submission of PBRs of above BMCs.

3. Creation of awareness about biodiversity, biological resources, traditional knowledge, flora, fauna and domesticated varieties and breeds in the village panchayat.
4. Capacity building of BMC members to manage protects, conserve, develop and regulate biodiversity and biological resources as per Act & Rules.

### **Termination of Work:**

If the Board finds that works are not being carried out as per MoU, Act & Rules and by the consultant in time bound manner , then the assigned task will be terminated without asking any explanation and amount released will be recovered from the consultant. The decision of the Board will be final in this matter. As the work is assigned on the pilot basis, the consultant are advised to prepare the PBR of one village panchayat after MoU which should be model PBR and after whetting the permission will be given for completes the rest of the PBRs. If the consultant fails to develop one model PBR then the MoU will be terminated and amount released will be recovered.

If any new guidelines, rules and regulations are received from the higher authorities, same shall be incorporated, in consultation with consultant. The Board expects outstanding quality of PBRs which may turn out to be model works in the country.

Every area has tradinational knowledge related to biodiversity conservation and their utilization. It also has scope of national/international commercial utilization and benefit sharing therein. The consultant is expected to explore this knowledge and methods for their appropriate incorporation in PBR.

Sign and Seal

Institution/Expert:

Witness sign with address:

Sign and Seal

Member Secretary:

Witness sign with address:

