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Japan International Cooperation Agency (JICA)
Ministry of Environment and Habitat Burkina Faso

The Study on the Management of Forest Reserves
in the Province of Comoe

BURKINA FASO

FINAL REPORT
APPENDICES
(GGF)

July 2005

INTERNATIONAL DEVELOPMENT CENTER OF JAPAN
TAIYO CONSULTANTS CO., LTD

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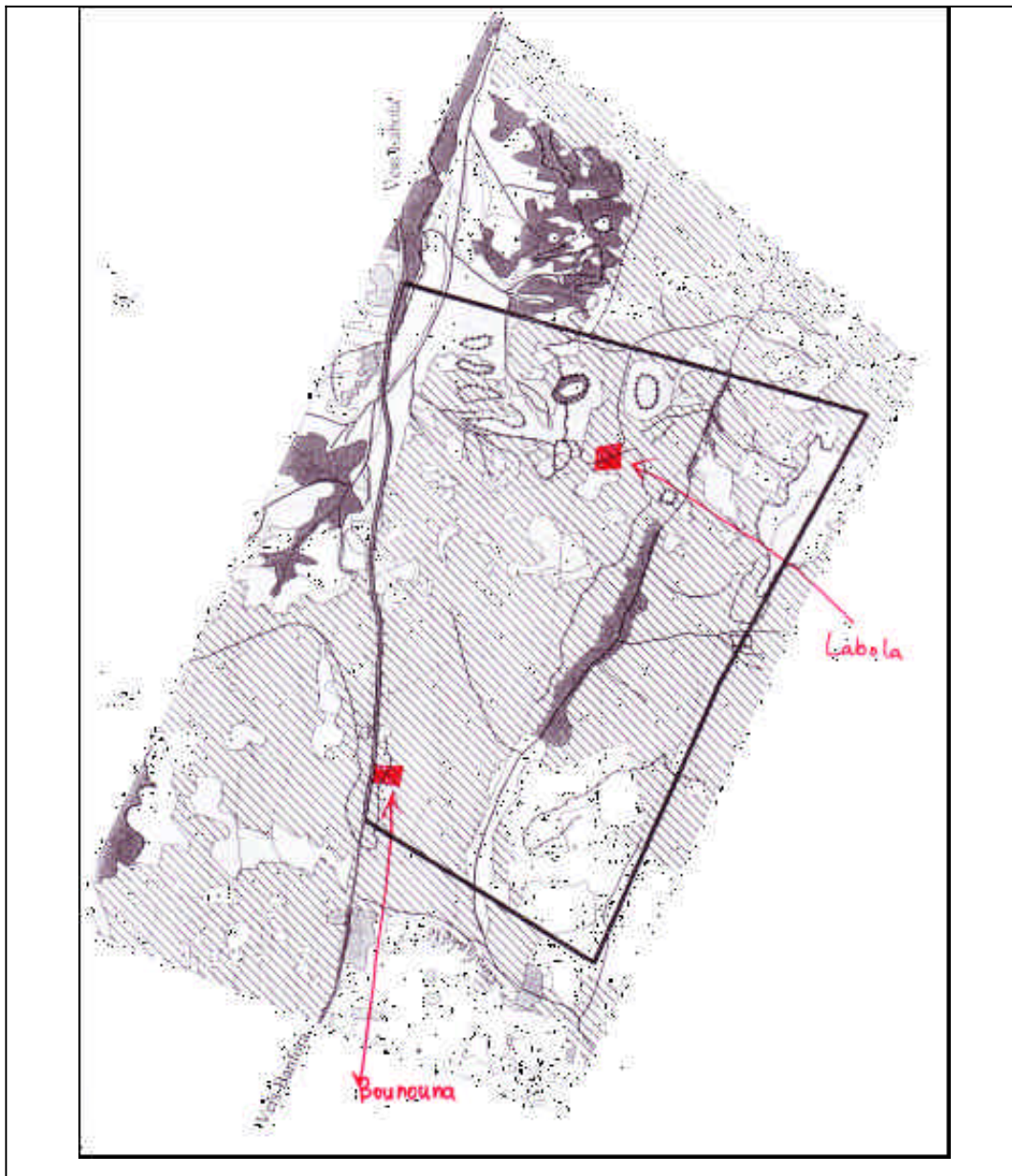
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- GGF of Bounouna Village -
(Female and Male Mixed)

1. Plantation Site



2. Contract Agreement with Forest Office

SPECIFICATIONS REGULATING ACTIVITIES OF PLANTATION IN BOUNOUNA FOREST RESERVE

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Bounouna forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighboring populations and the GGF of Bounouna. In a future, this mechanism should make it possible to valorize the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the forest reserve

Article 1. The forest reserve of Bounouna is a forest which is nowadays strongly degraded. The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Bounouna in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Bounouna:

- ☞ To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;
 - The location of the plantation site;
 - Surface area and materialized limits of the plantation;
 - The species selection for the afforestation and the reasons of the choice (species).
- ☞ To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
- ☞ To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.

CHAPTER III. OBLIGATIONS OF THE GGF OF BOUNOUNA.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Bounouna commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE EXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing.

The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stere
- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Bounouna commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Bounouna commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, The GGF of Bounouna commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes.

In case of equipment loss, the GGF of Bounouna commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments

received by the GGF of Bounouna. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specifications and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specifications the Forest Service reserves itself the right to break off the contract.

Did in Banfora, June 23rd, 2004.

The GGF of Bounouna

The Forestry Service

The President **Lamoussa KONE**

The Provincial Director **Moctar SANOGO**

Planning of Plantation Activities

| | |
|-----------------------------------|--|
| Period and duration of plantation | Friday 30 th of July 2004 |
| Location of the plantation site | In the forest reserve (degraded zone) |
| Surface area | 2 ha |
| Selected species for planting | - <i>Eucalyptus camaldulensis</i> : 625 plants - <i>Anacardium occidentale</i> : 225 plants Agroforestry on three (03) years |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree <i>Eucalyptus camaldulensis</i> : rapid growth, fuelwood, service |

Squads of Supervision

| | |
|--------------------------------------|---|
| Total number of supervision per year | 3 to 7 times/ week |
| Frequency of supervision per week | 3times/week (from June to October) Every day from November |

3. Member List of GGF

| N o. | Name and Surname | | Sex | Group | Statute | District |
|-----------------|-------------------------|-------------|------------|--------------|--------------------------------------|-----------------|
| 1 | KONE | Lamoussa | M | GGF | President | Namplafô |
| 2 | SOULAMA | Massadiamon | M | GGF | General Secretary | Sanlé |
| 3 | SOULAMA | Mafati | F | GGF | Treasurer | Télé |
| 4 | SOULAMA | Dolkou | F | GGF | Deputy Treasurer | Télé |
| 5 | SOULAMA | Yacouba | M | GGF | Organisation | Namplafô |
| 6 | SOULAMA | Karim | M | GGF | Information | Kamia |
| 7 | OUATTARA | Djènèba | F | GGF | Responsible of women mobilisation | Sanlé |
| 8 | SOULAMA | Manahaï | F | GGF | Responsible of women mobilisation | Kamia |
| 9 | SOULAMA | Sibiri | M | GGF | Auditor | Sanlé |
| 10 | HEMA | Brahima | M | GGF | Auditor | Sanlé |
| 11 | SOMA | Fabiè | M | | Member | Sanlé |
| 12 | SOULAMA | Mamadou | M | | Member | Sanlé |
| 13 | SOULAMA | Majohoho | M | | Member | Télé |
| 14 | SOMA | Yerssigué | M | | Member | Télé |
| 15 | SOMA | Majogo | F | | Member | Sanlé |
| 16 | SOMA | Fatié | M | | Member | Namplafô |

| | | | | | | |
|----|----------|-------------|---|--|--------|----------|
| 17 | KONE | Rokia | F | | Member | Sanlé |
| 18 | SOMA | Mariam | F | | Member | Kamia |
| 19 | OUATTARA | Alizata | F | | Member | Kamia |
| 20 | SOULAMA | Safielba | M | | Member | Namplafô |
| 21 | SOULAMA | Yammihonou | F | | Member | Namplafô |
| 22 | HEMA | Maïmouna | F | | Member | Namplafô |
| 23 | SOULAMA | Hinda | F | | Member | Sanlé |
| 24 | SOMA | Djénéba | F | | Member | Sanlé |
| 25 | SIRIMA | Sanata | F | | Member | Namplafô |
| 26 | KARAMA | Chata | F | | Member | Namplafô |
| 27 | KARAMA | Makadjamba | F | | Member | Namplafô |
| 28 | SOULAMA | Tioutiè | F | | Member | Namplafô |
| 29 | SAGNON | Minata | F | | Member | Télé |
| 30 | SOMA | Bamafilgou | F | | Member | Sanlé |
| 31 | KARAMA | Kaloutiè | F | | Member | Télé |
| 32 | KARAMA | Bamafielyou | F | | Member | Télé |
| 33 | SOULAMA | Tiéssi | F | | Member | Télé |
| 34 | SOULAMA | Sourbaye | F | | Member | Sanlé |
| 35 | HEMA | Sandrine | F | | Member | Sanlé |
| 36 | SOULAMA | Sountiè | F | | Member | Télé |

| | | | | | | |
|----|---------|---------------|---|--|--------|----------|
| 37 | HEMA | Maman | F | | Member | Sanlé |
| 38 | SOULAMA | Titialé | F | | Member | Télé |
| 39 | SOMA | Tiarafiè | F | | Member | Namplafô |
| 40 | HEMA | Bassièrmon | F | | Member | Namplafô |
| 41 | SOMA | Fama | F | | Member | Namplafô |
| 42 | KONE | Karidia | F | | Member | Sanlé |
| 43 | SAGNON | Yapôlé | F | | Member | Namplafô |
| 44 | HEMA | Dolkou | F | | Member | Sanlé |
| 45 | SOULAMA | Yaï | F | | Member | Sanlé |
| 46 | KARAMA | Nonné | F | | Member | Sanlé |
| 47 | SOMA | Yerssigué N°1 | M | | Member | Télé |
| 48 | SOMA | Yerssigué N°1 | M | | Member | Namplafô |

4. Internal Regulation of GGF

CHAPTER 1

ESTABLISHMENT – DENOMINATION – DURATION – HEAD OFFICE

Article 1: It is established between people who adhered to the present Internal Regulation, a Group of Forest Management and services, in accordance with the law N° 014/AN of April 15th 1999 relating to the regulation of cooperatives and group in Burkina Faso.

Article 2: The Group of Forest Management is called GGF.

Article 3: Its head office is based at Bounouna.

Department of Banfora,

Province of Comoé,

It can be transferred in any place belonging to its territory if necessary.

Article 4: The Group of Forest Management covers Bounouna village.

Article 5: Its lifespan is fixed to 99 years apart in case of extension decided by the General Assembly.

CHAPTER 2

PRINCIPLES

Article 6: The group acts regarding the following cooperative principles:

- The adhesion is free, voluntary and open to everybody,
- The group is managed by adherents according to the democratic system,
- The economic participation of members is obligatory,
- The group assures education, training of its adherents,
- The group has cooperation relationship with the others cooperative organisations
- The group supports the community in its development from time to time according to means.

Article 7: The group excludes all kind of discriminations based on ethnic group, religion, the sex or the political membership in the group.

CHAPTER 3

OBJECT – ACTIVITIES

Article 8: The Group of Forest Management has as object:

- The improvement life and work conditions of its members,
- The improvement of the forestry production of its members,
- The development of solidarity spirit and mutual aid between its members,
- The contribution in the social and economic development of Bounouna.

Article 9: It sets itself tasks such as:

- To assure the supplying in materials and equipments of its members,
- To contribute in the professional training of its members,
- To contribute in the rational and sustainable management of Bounouna forest reserve
- To participate to the arrangement, the exploitation and the valorisation of fuelwood by creation of jobs and incomes for members,
- To contribute in the reforestation of degraded zones and the fertilizing of exploited parcels.
- To strengthen unity and solidarity for the social economic welfare of all the members.

CHAPTER 4

CONDITIONS TO BE MEMBER

Article 10: Can be member of GGF, any natural person satisfying the following conditions:

- To be old 18 years at least,
- To be a forest producer,
- To be resident of group terroir,
- To apply in writing to the staff of the Group,
- To commit in the subscription of contribution decided by the group,
- To commit for the respect dispositions of the present Internal Regulation.

Article 11: the staff can pronounce the provisory admission in the Group. It could be definitive after the approval of the General Assembly.

CHAPTER 5

RIGHTS AND DUTIES OF MEMBERS

Article 12: The admission in the GGF include for the member the following obligations:

- To pay the adhesion fees,
- To respect dispositions of the present Internal Regulation and decisions taken by the staff and/or the General Assembly in accepted way,
- To pay regularly his monthly contributions,
- Participate actively to the General Assembly and activities scheduled by the group,
- Can not retire from the group before 2 years, excepted major cases
- To assure the financial responsibility of the group in case of bankrupt.

Article 13: Any adherent, who doesn't respect dispositions of article 12, can incur the following sanctions:

- The warning,
- The blame,
- The temporary exclusion,
- The definitive exclusion.

Article 14: The staff can decide the warning and blame, but the exclusion remains to the General Assembly decision.

Article 15: Any member accepting these dispositions of the group can pretend to the following rights:

- To attend to the General Assembly and vote in the same conditions like the other members,
- Can be eligible,
- Will be inform about the group functioning,
- Can request the holding of a General Assembly if at least 1/3 of members support him,
- Can benefit of advantages provided by the group to its members,
- Can retire from the Group according to the regulation,
- Can provide explanation to the General Assembly before the applying of sanctions related to him
- Can request by writing his reintegration in the group in case of exclusion.

Article 16: Any member who retires himself from the group respecting the norms can required the reimbursement of his contributions. In this reimbursement will be reduced credits, lost suffered by the share capital plus interests. He can also required his part in the premium rebates and other properties obtained with his contribution.

CHAPTER 6

RESOURCES

Article 17: Resources of the Group of Forest Management are constituted by:

- The share capital,
- The contributions of members,
- Penalties imposed by the General Assembly,
- Gifts,
- Subventions,
- Borrowings from adherents, credits companies and development organisms.

Article 18: The share capital is the sum of contributions subscribed and paid by adherents. In any case, the share capital can be object of sharing between adherents.

Article 19: The maximum of credit that the group can negotiate with credit companies is determined yearly by the General Assembly.

Article 20: Borrowings given to the group are guaranteed by solidarity deposit of members.

Article 21: The financial responsibility of each member cannot go over ten (10) times the amount of his contribution. That is to say fees of his adhesion.

Article 22: The adherent contribution is fixed to **1000 F CFA**.

Article 23: The contribution is monthly and fixed to **500 F CFA**.

Article 24: The GGF must open bank account in some financial company in accordance with decree in term of finance in force in Burkina Faso. However, the treasurer can keep in his cashbox a maximal sum of **25000F CFA** for current expenditures.

Article 25: The group accounting must be managed according to prescriptions in force. The staff in conformity with the General Assembly decisions must order any expenditure. Accounts should be stopped at the end of each year and make evaluation that will be presented in General Assembly.

Article 26: Decisions and special contributions can be requested to members in order to face a special situation.

CHAPTER 7
ADMINISTRATION

Article 27: Organs of Group administration:

- The General Assembly,
- The staff,
- The committee of control,
- Technical committees.

Section 1: *The General Assembly*

Article 28: The General Assembly is the absolute organ of the group. It gathered in ordinary session two times per year and in extraordinary session if necessary.

Article 29: The General Assembly decides generally to the administration management of the group, the applying and the interpretation of the Internal Regulation, notably:

- To modify the Internal Regulation,
- To vote or dismiss members of the staff or the committee of control,
- To entrust to the staff the role of necessary management for the good functioning.
- Decides members adhesions or exclusions
- To give a decision susceptible to contribute in a good functioning of the group,
- To agreed or disagreed with the staff or the committee of control reports.

Article 30: The General Assembly is convoked by the staff, fifteen (15) days before the holding:

- The convocation must obligatory take into account:
- The date,
- The time,
- The place,
- The agenda.

Article 31: To deliberate satisfactorily, the General Assembly must gather at least 2/3 of adherent members. If this number is not reached, a second convocation is sent in the same conditions according to the previous article. This new General Assembly is held whatever the number of adherents and gives decision validly.

Article 32: Decisions of the General Assembly are taken in the simple majority. In case of equality, the president of the General Assembly can vote.

Decisions concerning the Internal Regulation, the dissolution of the group, its

fusion, its division or its change and also its affiliation to a ridge organisation require the majority of the 2/3 of the present adherents or their representatives.

Article 33: Each adherent represent one vote in the General Assembly. In case of impediment, he can entrust his vote to another adherent who will have in this case two votes including his vote.

Article 34: During elections, votes remain secret. The method can change if the 1/3 of adherents or their representatives requests it, but this decision is also taken by secret poll.

Article 35: the President of the staff heads The General Assembly, in case of impediment another member of the staff or a President of meeting selected by adherents. The Secretary of the group assures the secretaryship of the General Assembly. He writes the minute of meeting that must contain the attendant's list. If necessary, the General Assembly can designate a Secretary of meeting. The President and the Secretary sign the minute of meeting. In case of election, the General Assembly selected two tellers.

Article 36: In addition to attributions defined in article 29, the General Assembly takes decisions on:

- The sharing of excesses to members like premium rebates according to efforts, works and services provided by each one.
- Cases of interest rate reduction on contributions
- Modalities for the reimbursement of a credit or to face a deficit.

Article 37: The Group of Forest Management can establish other branches when the area of its intervention zone or the elevated number of its adherents required it.

Section 2: *The Staff*

Article 38: The GGF has one staff elected by the General Assembly and thus it is constituted by:

- A President,
- A General Secretary,
- A General Treasurer,
- A Deputy Treasurer,
- A Secretary in information,
- A Secretary in organisation,
- A Secretary in women mobilisation,

- A Deputy Secretary in women mobilisation.

Article 39: The staff members' period is fixed to 3 years. These members can be selected a second time at the end of the first period. At the end of their period of three years, the former staff members can be selected again.

Article 40: The applicant doesn't pay fee when he wants to be selected. However, expenditures of the group made with own money by one of these members during their period should be payback.

Article 41: To be eligible in the staff, applicants must satisfy the following conditions:

- To be correct towards the group,
- To benefit of his civil rights,
- To never been sanctioned during the two last years preceding the staff election,
- To be present the day of elections,
- To have good morality,
- To participate actively to the group activities.

Article 42: The staff is gathered one time all the two months if necessary. To deliberate satisfactory, the dispositions in the article 31 take effect.

Article 43: The staff works in acquired conditions for a good and proper management of the group.

Article 44: Members are individually and jointly responsible of faults caused to the group, either by the violation of the Internal Regulation or by faults committed during their management.

Article 45: The president of the staff is at the same time the president of group. He represents the group everywhere if necessary. He convokes and heads the staff and meetings of the General Assembly. He signs all the documents of the group. In case of problem he can represents the group in justice. In case of non-availability, the General Secretary deputizes him.

Article 46: The General Secretary has in possession all the documents of the group that he updates it regularly. He writes convocations and minute of meetings, same for the letters. In case of non-availability, the General Treasurer deputizes him.

Article 47: The General Treasurer has in charge the financial management of the group. For that, he collects all the contributions. He receives gifts, subventions and credits concerning the group. He keeps the accounting book, updates it and elaborates the financial report of the group. In case of non-availability, his Deputy replaces him.

Article 48: The Secretary of information has in charge to inform all the members and key persons. He distributes convocations and is supported by the Secretary in organisation.

Article 49: The Secretary of organisation has in charge the material preparation of meetings. He schedules and organises the group activities. The Secretary of information supports him in these tasks.

Article 50: The secretary of women mobilisation has in charge the mobilisation of women and woman issues. This post is specially assured by a woman. She is supported by her deputy.

Article 51: The group can select advisors and honorary president among the wise persons and which can contribute with their experiences to the good functioning of the group. Advisors and the honorary president are not members of the staff.

Section 3: *The Committee of Control*

Article 52: This committee is the permanent organ of control of a group. It intervenes for the interest of adherents. In case of refuse from the staff to assure its tasks or in impossibility to assume its functions, the committee of control is substituted to it with agreement of the General Assembly after an extraordinary session convoked for this effect.

Article 53: Two (02) members elected by General Assembly constitute the committee of control. They are not including in the present staff and have not been members of the previous staff.

Article 54: The term of the committee of control is fixed to three (03) years and renewable one time. Members are submitted to the same conditions that those of the staff, notably dispositions of articles 39, 40, and 41 of the present Internal Regulation.

Article 55: The committee of control gathers if necessary or on request of one of its members. Decisions are taken in the simple majority.

Article 56: The committee of control can check or audit every time the management of the staff. It informs the staff about all irregularity noted. It informs the General Assembly in its yearly report. If necessary it convokes either the staff or an extraordinary General Assembly.

CHAPTER 8
PROBLEMS SOLVING

Article 57: Any conflict between group adherents, between adherents and the group, between organs or between one organ and the group caused by the applying of the law N° 014/99/AN and the present Internal Regulation should be took to arbitration of a neutral ac-hoc committee.

Article 58: The members of this neutral ac-hoc committee are the following:

- The Prefect of the locality or his representative,
- The chief of the Departmental Service of Environment and Habitat (SDECV) of Banfora,
- The chief of the Zone of Agricultural and Technical Animation of Banfora (ZATA),
- The president of the Provincial Union of GGF of Comoé.

Article 59: In case of non solving in the satisfaction of the parts in conflict, or in case where one of the parts supposes to be right contrary to the procedure of arbitration, the conflict can be transferred at the level of competent tribunal.

CHAPTER 9
OTHER DISPOSITIONS

Article 60: The General Assembly must decide of the group dissolution in case of the following reasons:

- Expiration of the group lifespan fixed by the article 5 of the present Internal Regulation,
- The excessive debts of the group causing the use of more than half of the share capital,
- The bankrupt or the persistent insolvency,
- The decreasing of the members number, less than the acquired minimum fixed by the law N° 014/99/AN of 1999/04/15 in its article 73 and that during 2 consecutive years of the group existence,
- The cessation of all activity during two(02) consecutive years,
- Any others reasons judged valuable by the extraordinary General Assembly.

Article 61: As soon as the dissolution decision is pronounced, the extraordinary General Assembly designated one or several liquidators.

Article 62: the liquidation procedure is that foreseen in articles 139 to143 of the law N° 014/99/AN of 1999/04/15.

Article 63: The present Internal Regulation cannot be modified, only by the General Assembly.

Article 64: The present Internal Regulation has equivalent of law concerning the GGF adherents. It is taken into account as soon as it is approved by the General Assembly.

Established in Bounouna, the 31st of January 2003.

Signed by:

The Constitutive Assembly attendants

5. Minute of General Assembly of GGF

The Mix Forest Management Group (GGF/M) of Bounouna has been created on February 8th, 2003. The GGF/M is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has a life time of 99 years. The general constitutive assembly held on February 8th, 2003 had for agenda the following point:

- Adoption of the Internal Regulation;
- Establishment of the Executive Board;
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the GGF is aiming the following:

- Contribute to the sustainable and rational management of the forest reserve of Bounouna;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members

The General Assembly has elected the members of the GGF's Executive Board as follow:

EXECUTIVE BOARD

| N° | Name and surnames | Sex | Statute within the GGF |
|----|---------------------|-----|---|
| 1 | OUATTARA Lamoussa | M | President |
| 2 | SOULAMA Massadiamou | M | General Secretary |
| 3 | SOULAMA Mafati | F | Treasurer |
| 4 | SOULAMA Dolkou | F | Deputy Treasurer |
| 5 | SOULAMA Karim | M | Secretary for information |
| 6 | SOULAMA Yacouba | M | Secretary for organisation |
| 7 | SOULAMA manahai | F | Secretary for Woman mobilisation |
| 8 | OUATTARA Djénéba | F | Deputy Secretary for Woman mobilisation |

AUDITORS

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-------------------|-----|-------------------------|
| 01 | SOULAMA Sibiri | M | 1 st Auditor |
| 02 | HEMA Brahima | M | 2 nd Auditor |

ADVISERS

| N° | Name and surnames | Sex | Statute |
|----|-------------------|-----|---------|
| 01 | SOULAMA Soromadi | M | |
| 02 | KONE Bakari | M | |

Honorary President: KONE N. Mamadou

LIST OF KEY MEMBERS OF THE GGF

| N° | Name and surnames | Sex | Statute within the GGF |
|----|---------------------|-----|------------------------|
| 01 | KONE Lamoussa | M | President |
| 02 | SOULAMA Massadiamou | M | General Secretary |
| 03 | SOULAMA Mafati | F | Treasurer |

Established in Bounouna, 18th of July 2003

Meeting Secretary

SOULAMA Massadiamou

Meeting President

KONE Lamoussa

6. Official Certificate from District Authority

AGREEMENT CERTIFICATE

I undersigned, **SAWADOGO Mahamadou** Administrative Secretary

Prefect of the Department of **Banfora Province of Comoe**

Certifies that the Group named **Mix Forest Management Group (GGF/M)**

Village of **Bounouna**

Department of **Banfora**

Is agreed under the N° **2004-005/MATD/PCMO/DBNF**

According to the provisions of the Law N°**014/99/AN of 15th of April 1999**.

In witness whereof, the present Certificate is established for serving the purpose of which it has been established.

Banfora, the 16th of January 2004

The Prefect,

SAWADOGO Mahamadou
Administrative Secretary

7. Bank Account of GGF

CNCA Burkina
BANQUE NATIONALE DE CREDIT AGRICOLE

LISTE D'OPERATIONS

Agricultural and Training BANK of Burkina Faso

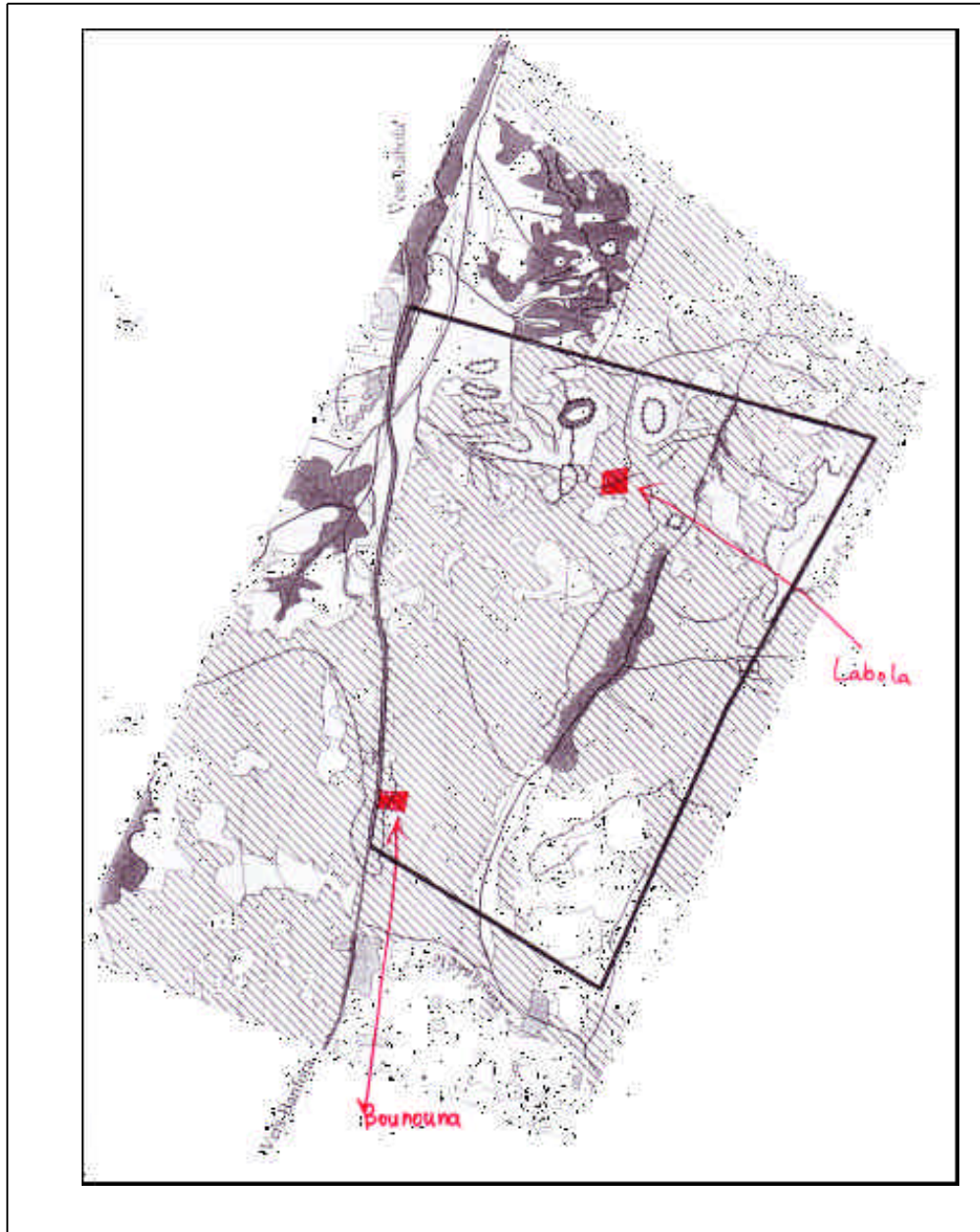
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8. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- GGF of Labola Village -
(Female and Male mixed)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Bounouna forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the GGF of Labola. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Bounouna is a forest which is nowadays strongly degraded. The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Labola in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Labola:

- To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;

- The location of the plantation site;
- Surface area and materialized limits of the plantation;
- The species selection for the afforestation and the reasons of the choice (species).
 - To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
 - To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.

CHAPTER III. OBLIGATIONS OF THE GGF OF LABOLA.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Labola commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE EXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing.

The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stere
- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Labola commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Labola commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, The GGF of Labola commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the GGF of Labola commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the GGF of Labola. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specifications and will

call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specifications the Forest Service reserves itself the right to break off the contract.

Did in Labola, June 7, 2004.

The GGF of Labola

The Forestry Service

The President **Daouda SAYOU**

The Provincial Director **Moctar SANOGO**

Planning of Plantation Activities

| | |
|-----------------------------------|---|
| Period and duration of plantation | From 26 th to 31 st of July 2004 |
| Location of the plantation site | - In the forest reserve (degraded zone) |
| Surface area | 1,5 ha |
| Selected species for planting | - <i>Eucalyptus camaldulensis</i> : 625 plants - <i>Anacardium occidentale</i> : 75 plants Agroforestry |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree <i>Eucalyptus camaldulensis</i> : rapid growth, fuel wood, service wood |

Squads of Supervision

| | |
|--------------------------------------|-------------|
| Total number of supervision per year | 104 outings |
| Frequency of supervision per week | 2times/week |

3. Member List of GGF

| N° | Name and first name | Sex | Group | Statute | District |
|----|----------------------|-----|----------------|------------------------|--------------|
| 01 | COULIBALY Ardiouma | M | GPC Foukara | Secretary | Foukaro |
| 02 | SAGNON Soungalo | M | GPC Sankrala | President | Sankrala |
| 03 | SAYOU Daouda | M | - | - | Nambalfô |
| 04 | SAGNON Dramane | M | GPC Sankrala 1 | Member | Sankrala |
| 05 | SAGNON Moussa | M | - | - | Sankrala |
| 06 | SAGNON Fara | M | - | - | Foukara |
| 07 | TOU Bakary | M | GPC Foukara | President | Foukara |
| 08 | SAGNON Ardjouma | M | GPC Sankrala | Secretary | Sankrala |
| 09 | YAO Kiéna | M | GPC Nambalfô | Member | Nambalfô |
| 10 | SAGNON Pélé Ali | M | - | - | Foukara |
| 11 | SAGNON Alpha | M | GPC Sankrala | Member | Sankrala |
| 12 | TOU Ardjouma | M | GPC Foukara | Member | Foukara |
| 13 | YAO Nambalfô | M | GPC Nambalfô | Member | Nambalfô |
| 14 | SAGNON Klotoun | M | GPC Nambalfô | President | Nambalfô |
| 15 | SAGNON Lamoussa | M | GPC Sankrala | Member | Sankrala |
| 16 | SAGNON Issa | M | GPC Sankrala | Secretary | Sankrala |
| 17 | SAGNON Sanlé Yacouba | M | GPC Nambalfô | Cotton packaging | Nambalfô |
| 18 | SAGNON Siaka | M | GPC Sankrala | Member | Sankrala |
| 19 | KONE Kambélitie | M | GPC Foukara | Member | Foukara |
| 20 | YAO Kloféni | M | GPC Sankrala 2 | Member | Sankrala |
| 21 | SAGNON Ardjouma | M | - | - | Nambalfô |
| 22 | SAGNON Oula | M | - | - | Foukara |
| 23 | SORY Kourssia | M | - | - | Foukara |
| 24 | KONE Yatô | M | - | - | Nambalfô |
| 25 | SAGNON Adoulaye | M | - | DAV | Koumoussanra |
| 26 | YAO Kouliya | M | GPC Nambalfô | In charge of the store | Nambalfô |
| 27 | YAO Haufara | M | - | - | Nambalfô |
| 28 | KONE Aminata | F | - | - | Nambalfô |
| 29 | TOU Gniné | F | - | - | Nambalfô |
| 30 | TOU Djénéba | F | - | - | Sankrala |

4. Internal Regulation of GGF

SECTION I : GENERAL DISPOSITION

The present Internal Regulation which should henceforth regulate the life of the members of the Forest Management Group/Mix of Labola, has for purpose the definition of organisation principles and the working methods of different organs.

ARTICLE 1 : The Mix Forest Management Group of Labola (GGF/M) is established the 2004-06-18th in Labola. It is regulated by the law n° 014-99/AN focussing on the Regulation of Co-operative Societies and Groups in Burkina Faso.

ARTICLE 2 : The GGF/M does not make any discrimination of race, sex and religion.

ARTICLE 3 : All the active members of the group have equal rights and duties whatever is their position.

ARTICLE 4 : To be member of the group, one must be an inhabitant of Labola, be physically apt, have a good morality and be group minded, be disciplined, work for the preservation of the general interest and the survival of the Group.

ARTICLE 5 : The General Assembly (A.G) is the supreme organ of the Group. Its decisions are to be executed after their adoption.

ARTICLE 6 : The Executive Board (B.E) is the ruling and the executing organ of the Group. Its composition is what is defined in the Minute of Meeting (P.V) of the General Assembly. The members of the Executive Board are collectively responsible of their management in front of the General Assembly. In case of vacancy of post, the interim is assumed by another member of the Executive Board. In case of resignation of one member of the Executive Board, the interim is assumed by another member while waiting for the election of the General Assembly.

ARTICLE 7 : Specialised committees will be able to be created by the General Assembly. Each specialised committee must have at least three (03) active members who are going to be appointed by the General Assembly.

SECTION II: ATTRIBUTION

ARTICLE 8 : The General Assembly defines the major orientations of the group. It amends and approves the activity program of the Executive Board.

ARTICLE 9 : The Executive Board assures the correct execution of the programs and tasks defined by the General Assembly, it takes care for the respect of the Internal Regulation and

convenes the General Assembly. It represents the group in front of public, private organisms, and a third party. It represents the group in court in case of trial.

ARTICLE 10: Attribution of the Executive Board members.

10. 1: THE PRESIDENT

He is the first responsible of the Group and represents it in all the circumstance. He signs the convening, member cards and chairs the General Assembly and the meetings of the Executive Board. He countersigns all the actions which commit the Group. He also signs the Group letters. In case of non availability, the General Secretary replaces him.

10.2: THE GENERAL SECRETARY

He is in charge of preparing the General Assembly, the meeting of the Executive Board, coordinates the activities of the different structures and organs of the Group, assures the secretariat particularly the writing of letters and Minute of Meeting, assures the good conservation of the Group archives. In case of absence, he is replaced by the president.

10.3: THE SECRETARY IN CHARGE OF ORGANISATION

He is responsible for the practical and the material organisation of all the activities and meetings of the Group. In case of creation of specialised commissions, he chairs and co-ordinates their works. In case of non availability, the secretary in charge of information replaces him.

10. 4: THE SECRETARY IN CHARGE OF INFORMATION

He has in charge to inform all the members concerning the dates of the General Assembly, and also members of the Executive Board about the dates of ordinaries and extra ordinaries meetings. He spreads the information within the group. In case of absence, he is replaced by the secretary in charge of organisation.

10. 5: THE TREASURER

He has in charge of managing the funds and the goods of the Group, collecting the adhesion fees, perceiving subsidies, gifts and legs granted to the group, of the accounting of the group and must keep up to date the accounting book which can be presented at any requirement. Furthermore, he is charged of its management; he signs jointly with the President or the General Secretary (in case of non availability of the President) all the actions which commit the Group. In case of non availability he is replaced by the vice treasurer.

SECTION III: PRINCIPLES AND WORKING METHODS

ARTICLE 11 : Collegiality is the working principle of all the structures of the Group. The principle of collegial direction allows to deliberate and to give a decision democratically on the

problems faced by the Group as well as the tasks and their distribution. This principle of collegiality commits the individual responsibility of each member.

ARTICLE 12: Convening of the General Assembly

The convening for the holding of a General Assembly must be sent to the members at least seven (07) days before the scheduled date for the ordinaries General Assembly and twenty four hours(24) before the scheduled date for the extraordinary Assembly. The convening should mention the agenda, the places and the date of the holding of the General Assembly. The convening for the holding of the General Assembly can be issued, whether from the Executive Board, whether from the two third(2/3) of the Group members.

ARTICLE 13: Election and Conditions of Eligibility

Can take part to the votes only active members having an adhesion card. Any active member has only one vote in case of election. The votes in General Assembly must be made by raising the hand.

ARTICLE 14: The meetings of the Executive Board members are held at least once every three (03) months. Their term is three (03) years, renewable once.

ARTICLE 15 : All the meeting of the Executive Board must be resulted by a Minute of Meeting written by the General Secretary in a record dedicated for this occasion. At the beginning of each meeting, the minute of meeting of the preceding meeting must be approved by the members who attended before the joint signatures of the President and the General Secretary.

SECTION IV: RESOURCES AND MANAGEMENT

ARTICLE 16: The adhesion fees

It is instituted an adhesion fee. The yearly amount is (....) francs CFA.

ARTICLE 17: The Group can perceive subsidies, gifts, and legs. All these subsidies, gifts and legs can not undermine the independence of the Group. They can neither be contrary to its objectives and basic principles.

ARTICLE 18 : Any fund granted to the Group must be followed by a receipt delivered by the treasurer. The receipt must be signed by the treasurer and stamped by the stamp of the Group.

ARTICLE 19: Expenditures

No expenditure can be considered without the approval of the Executive Board. The expenditures must be proved by a justification document duly established and signed jointly by the President and the treasurer.

ARTICLE 20: Any active member in accordance with the article XVI of the internal regulation can get a loan by a request introduced at the level of the Executive Board. The loan will be granted according to the incomes of the Group and is to be paid back in a deadline of six(06) months. Beyond this deadline, a legal proceeding can be instituted against the person who borrows the money.

ARTICLE 21: The allowances of the Executive Board members must be assured by the Group in case of trip, seminar and others.

SECTION V: SANCTIONS

ARTICLE 22: The sanctions applicable to the Group members are the following:

- Call to order
- Warning
- Blame
- Exclusion from the Group

Only the General Assembly has the competence to issue these sanctions

ARTICLE 23: The small mistakes can be object of a call to order. The frequent lateness and unjustified absences of a member, a fortiori a member of the Executive Board, can cause this person to be warned and in case of repeat offence he is blamed. The serious mistakes can cause the exclusion of a member.

ARTICLE 24: Any member excluded according to the provisions of the article 23 can request his reintegration to the General Assembly by a request introduced to the Executive Board. The General Assembly will decide about his request.

SECTION VI : AMENDMENT OF THE INTERNAL REGULATION

ARTICLE 25: The amendment of one part of the internal regulation or the revision of the all these regulations must be the object of an examination in General Assembly on the proposal of the Executive Board. The decisions of amendment or revision must be adopted at the majority of two third $\frac{2}{3}$ of all the members present.

ARTICLE 26: The request of revision or amendment of the internal regulation must issue.

- From the Executive Board
- The two third($\frac{2}{3}$) of the Group members.

ARTICLE 27: The dissolution of the GGF will happen when it will be established that no rescue measure is possible. It can be about:

- The impossibility to reach the fixed objectives
- The decision of the 2/3 of the members.

ARTICLE 28: the liquidation of the goods of the Group will be in the profit of welfare activities or for the organisations having the same objectives.

ARTICLE 29: The application of the present internal regulation his duty of the Executive Board. Read and adopted unanimously in General Assembly.

The meeting Secretary
SAGNON Ardjouma

The meeting President
YAO Kiéna

5. Minute of General Assembly of GGF

The Mix Forest Management Group (GGF/M) of Labola has been created on 18/06/2004. The GGF/Mix is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has an unlimited life time. The constitutive general assembly held on 18/06/2004 had for agenda the following point:

- Adoption of the Internal Regulation;
- Establishment of the Executive Board;
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the GGF is aiming the following:

- Contribute to the sustainable and rational management of the forest reserve of Bounouna;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members
- Promote modern bee keeping;
- Valorise forest non timber products, by the picking up, the transformation and the commercialisation of these products.

The General Assembly has elected the members of the GGF's Executive Board:

EXECUTIVE BOARD

| | |
|------------------------------|---------------------------|
| President : | SAYOU Daouda |
| Vice President : | SAGNON Ardjouma |
| General Secretary: | SAGNON Issa |
| Deputy Secretary: | SAGNON Fara |
| Secretary for Organisation : | COULIBALY Ardjouma |
| Secretary for Information : | TOU Bakary |
| Treasurer : | SAGNON Klotoum |

Deputy Treasurer : **KONE Maminata**
Secretary for woman mobilisation: **TOU Gniné**
Deputy Secretary for woman mobilisation: **TOU Djénéba**

AUDITORS

1st Auditor : SAGNON Pélé Ali
2nd Auditor : SAGNON Lamoussa

ADVISORS

1st Advisor : YAO Kiéna
2nd Advisor : SAGNON Soungalo

Established in Labola, 18th of June 2004

Meeting Secretary

SAGNON Ardjouma

Meeting President

YAO Kiéna

6. Official Certificate from District Authority

AGREEMENT CERTIFICATE

I undersigned, **Adama KONE**, Chevalier

Prefect of the Department of **Tiéfora Province of Comoé**

Certifies that the Group named **Mix Forest Management Group (GGF/M)**

Village of **LABOLA**

Department of **Tiéfora**

Is agreed under the N° **2004-009/MATD/PCMO/DTR** of **October 28th 2004**

According to the provisions of the Law N°**014/99/AN** of **15th of April 1999**.

In witness whereof, the present Certificate is established for serving the purpose of which it has been established.


Tiéfora, the 28th of October 2004

The Prefect,

Adama KONE

Chevalier

7. Bank Account of GGF




BACB

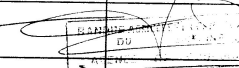
BANQUE AGRICOLE ET COMMERCIALE DU BURKINA

CAISSE D'ÉPARGNE

Trading and Agricultural
Bank of Burkina Faso



BANQUE AGRICOLE ET COMMERCIALE DU BURKINA

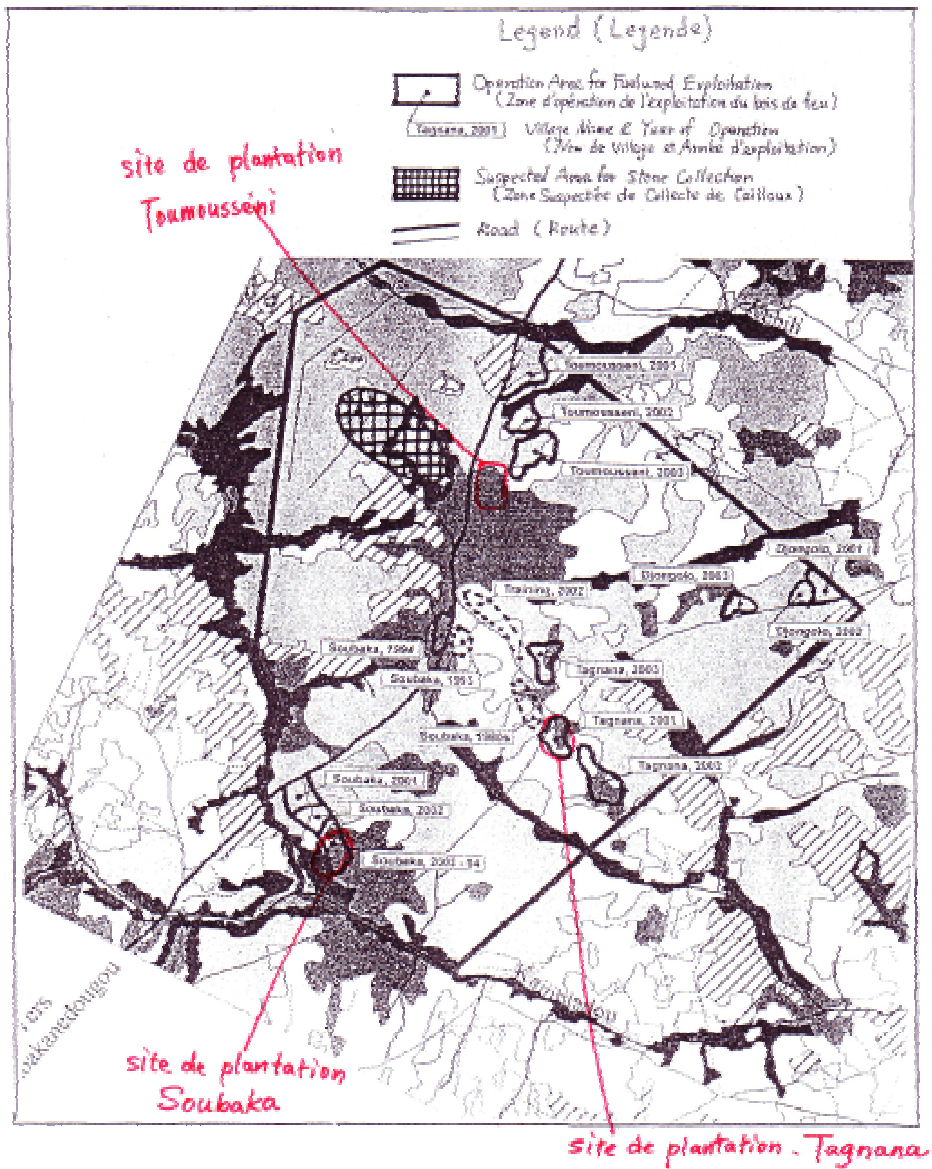
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8. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- GGF of Toumousseni Village -
(Female and Male Separate)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Toumousseni forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the GGF of Toumousseni. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Toumousseni is a forest which is nowadays strongly degraded.

The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Toumousséni in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,
- Activities of selective wood cutting (dead trees, and seek trees).

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Toumousséni:

- To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;
 - The location of the plantation site;
 - Surface area and materialized limits of the plantation;
 - The species selection for the afforestation and the reasons of the choice (species).
- To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
- To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.
- The organization of firewood commercialisation by involving all concerned actors.

CHAPTER III. OBLIGATIONS OF THE GGF OF TOUMOUSSENI.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Toumousseni commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE EXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing.

The sharing of the funds is as follows:

- Share of Woodcutter:..... %
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- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Toumousséni commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Toumousséni commits to find a store assigned to the storing of equipments received for plantations management.

Article 8. Moreover, The GGF of Toumousséni commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the GGF of Toumousséni commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments

received by the GGF of Toumousséni. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specifications and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specifications the Forest Service reserves itself the right to break off the contract.

Did in Toumousséni, June 16th, 2004.

The Forestry Service

The Provincial Director

Moctar SANOGO

The GGF of Toumousséni

The President

SOURA N. Issa

Planning of Plantation Activities

| | |
|-----------------------------------|---|
| Period and duration of plantation | Saturday 24 th of July 2004 |
| Location of the plantation site | - Old site of wood cutting - Glacis |
| Surface area | |
| Selected species for planting | <i>Eucalyptus camaldulensis</i> : 350 plants <i>Anacardium occidentale</i> : 400 plants |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree <i>Eucalyptus camaldulensis</i> : rapid growth, fuelwood, service wood, |

Squads of Supervision

| | |
|--------------------------------------|--------------------------------|
| Total number of supervision per year | 52 outing |
| Frequency of supervision per week | 1time/week (team of 3 persons) |

Planning of wood cutting Activities

| | |
|--|--|
| Period and duration of wood cutting activities | - 10 days of cutting: February - Seasoning: March |
| Location of the cutting site | In the forest reserve |
| Surface area | About 10 ha |
| Species concerned by the cutting | Selective cutting <i>Detarium m.</i> , <i>Afromosia l.</i> , <i>Combretum sp.</i> , <i>Prosopis a.</i> , etc. |
| Diameter of cutting | Between 15 to 25 cm |
| Quantity | 500 steres (GGF men and women) |

3. Member List of GGF

< Men's GGF >

| | Name and Surname | Age | Position | Ethnic group | District |
|----|-------------------------|------------|------------------|---------------------|-----------------|
| 1 | SOURA Niama Issa | 35 | President | Turka | Tangoulou |
| 2 | SOURA Mamadou | 25 | Member | Turka | Tangoulou |
| 3 | SON Lassina | 31 | Member | Turka | Tangoulou |
| 4 | SIRI Moussa | 22 | Deputy treasurer | Turka | Tangoulou |
| 5 | SOURA Adama | 28 | Member | Turka | Tangoulou |
| 6 | SOURA Kalipha | 34 | Member | Turka | Tangelo |
| 7 | SON Bafassé | 20 | Member | Turka | Tangoulou |
| 8 | SIRI Gaoussou | 35 | Treasurer | Turka | Souramougan |
| 9 | SIRI Brahima | 32 | Member | Turka | Souramougan |
| 10 | KARA André Soungalo | 25 | Member | Turka | Sianran |
| 11 | SON Sibiri | 20 | Member | Turka | Souramougan |
| 12 | SIRI Djakalia | 33 | 1st auditor | Turka | Souramougan |
| 13 | SON Souleymane | 28 | Membre | Turka | Souramougan |
| 14 | SOURA Oumar | 29 | Information | Turka | Souramougan |
| 15 | SIRI Daouda | 18 | Member | Turka | Souramougan |

| | | | | | |
|----|---------------------|----|--------------|--------|-------------|
| 16 | KARA N'DjalaBrahima | 42 | Organisation | Turksa | Souramougan |
| 17 | SIRI Fatogoma | 23 | Member | Turka | Sianran |
| 18 | SON Issa | 32 | 2nd auditor | Turka | Sianran |
| 19 | SIRI Djinébi | 21 | Member | Turka | Sianran |
| 20 | KARA Seydou | 27 | Member | Turka | Sienna |

< Women's GGF >

| | Name and Surname | Age | Position | Ethnic group | District |
|---|-------------------------|------------|-------------------------------------|---------------------|-----------------|
| 1 | OUATTARA Karidja | 37 | President | Turka | Tangoulou |
| 2 | KONE Minata | 23 | Member | Turka | Sianran |
| 3 | SON Sanata | 38 | General Secretary | Turka | Tangoulou |
| 4 | SON Awa | 25 | Secretary in charge of Organisation | Turka | Tangoulou |
| 5 | SON Alimatou | 22 | Secretary in charge of information | Turka | Tangoulou |
| 6 | SON Sita | 33 | Treasurer | Turka | Tangoulou |
| 7 | SON Tènè | 18 | 2 ^{nde} treasurer | Turka | Tangoulou |
| 8 | SOURA Madjara | 25 | Auditor | Turka | Tangoulou |

| | | | | | | |
|----|-----------|-------------|----|---------------------------|-------|-----------|
| 9 | SOURA | Mariam 1 | 21 | 2 nd e Auditor | Turka | Tangoulou |
| 10 | SON | Awa | 36 | Member | Turka | Tangoulou |
| 11 | SON | Mariam 1 | 30 | Member | Turka | Tangoulou |
| 12 | SON | Mariam 2 | 27 | Member | Turka | Tangelo |
| 13 | COULIBALY | Mariam | 24 | Member | Turka | Tangoulou |
| 14 | COULIBALY | Saly | 28 | Member | Turka | Tangoulou |
| 15 | SOURA | Karidjatou | 33 | Member | Turka | Tangoulou |
| 16 | SOURA | Mayonimissé | 47 | Member | Turka | Tangoulou |
| 17 | COULIBALY | Maïmpouna | 41 | Member | Turka | Tangoulou |
| 18 | SOURA | Assétou | 23 | Member | Turka | Tangoulou |
| 19 | SIRI | Bintou | 34 | Member | Turka | Tangoulou |
| 20 | HIE | Maïmouna | 38 | Member | Turka | Tangoulou |
| 21 | SOURA | Alima | 24 | Member | Turka | Tangoulou |
| 22 | SOURA | Mariam | 39 | Member | Turka | Tangoulou |
| 23 | SOURA | Kretié | 33 | Member | Turka | Tangoulou |
| 24 | SOURA | maman | 27 | Membre | Turka | Tangoulou |
| 25 | SON | Agouyassé | 39 | Member | Turka | Tangoulou |
| 26 | SOURA | Nenahaba | 40 | Member | Turka | Tangoulou |

| | | | | | | |
|----|-----------|----------------------|----|--------|-------|-----------|
| 27 | SON | Biakola Djénéba | 33 | Member | Turka | Tangoulou |
| 28 | SOURA | Saly | 24 | Member | Turka | Tangoulou |
| 29 | SON | Badiermane Bintou | 35 | Member | Turka | Tangoulou |
| 30 | SOURA | Fatouma | 28 | Member | Turka | Tangoulou |
| 31 | SIRI | Ardjata | 32 | Member | Turka | Tangoulou |
| 32 | SON | Sétou | 27 | Member | Turka | Tangoulou |
| 33 | SOURA | Korotoumou | 36 | Member | Turka | Tangoulou |
| 34 | SON | Djénéba | 29 | Member | Turka | Tangoulou |
| 35 | SON | Minata | 33 | Member | Turka | Tangoulou |
| 36 | SON | Fanita | 41 | Member | Turka | Tangoulou |
| 37 | COULIBALY | Natogoma | 38 | Member | Turka | Tangoulou |
| 38 | SON | Djamanitione | 39 | Member | Turka | Tangoulou |
| 39 | SIRI | Saly | 27 | Member | Turka | Tangoulou |
| 40 | TRAORE | Awa | 24 | Member | Turka | Tangoulou |
| 41 | SON | Badiermane | 39 | Member | Turka | Tangoulou |
| 42 | SOURA | Kréto | 27 | Member | Turka | Tangoulou |

| | | | | | | |
|----|-----------|------------|----|--------|-------|-------------|
| 43 | SON | Matamissé | 34 | Member | Turka | Tangoulou |
| 44 | SON | Alimatou | 25 | Member | Turka | Tangoulou |
| 45 | SIRI | Sita | 28 | Member | Turka | Souramougan |
| 46 | HIE | Saly 1 | 22 | Member | Turka | Souramougan |
| 47 | HIE | Saly 2 | 26 | Member | Turka | Souramougan |
| 48 | COULIBALY | Fatoumata | 45 | Member | Turka | Souramougan |
| 49 | SON | Bintou | 33 | Member | Turka | Souramougan |
| 50 | SOURA | Mariam | 25 | Member | Turka | Souramougan |
| 51 | COULIBALY | Awa | 26 | Member | Turka | Souramougan |
| 52 | HIE | Fatouma | 23 | Member | Turka | Souramougan |
| 53 | SOURABIE | Gouyouyaye | 36 | Member | Turka | Souramougan |

4. Internal Regulation of GGF (Male)

SECTION I: GENERAL DISPOSITION

The present Internal Regulation which should henceforth regulate the life of the members of the Forest Management Group/Man of Toumousseni, has for purpose the definition of organisation principles and the working methods of different organs.

ARTICLE 1: The Man Forest Management Group of Toumousseni (GGF/M) is established the 2001-06-24th in Toumousseni. It is regulated by the law n° 014-99/AN focussing on the Regulation of Co-operative Societies and Groups in Burkina Faso.

ARTICLE 2: The GGF/M does not make any discrimination of race, sex and religion.

ARTICLE 3: All the active members of the group have equal rights and duties whatever is their position.

ARTICLE 4: To be member of the group, one must be an inhabitant of Toumousseni, be physically apt, have a good morality and be group minded, be disciplined, work for the preservation of the general interest and the survival of the Group.

ARTICLE 5: The General Assembly (A.G) is the supreme organ of the Group. Its decisions are to be executed after their adoption.

ARTICLE 6: The Executive Board (B.E) is the ruling and the executing organ of the Group. Its composition is what is defined in the Minute of Meeting(P.V) of the General Assembly. The members of the Executive Board are collectively responsible of their management in front of the General Assembly. In case of vacancy of post, the interim is assumed by another member of the Executive Board. In case of resignation of one member of the Executive Board, the interim is assumed by another member while waiting for the election of the General Assembly.

ARTICLE 7: Specialised committees will be able to be created by the General Assembly. Each specialised committee must have at least three(03) active members who are going to be appointed by the General Assembly.

SECTION II: ATTRIBUTION

ARTICLE 8: The General Assembly defines the major orientations of the group. It amends and approves the activity program of the Executive Board.

ARTICLE 9: The Executive Board assures the correct execution of the programs and tasks defined by the General Assembly, it takes care for the respect of the Internal Regulation and

convenes the General Assembly. It represents the group in front of public, private organisms, and a third party. It represents the group in court in case of trial.

ARTICLE 10: Attribution of the Executive Board members.

10. 1: THE PRESIDENT

He is the first responsible of the Group and represents it in all the circumstance. He signs the convening, member cards and chairs the General Assembly and the meetings of the Executive Board. He countersigns all the actions which commit the Group. He also signs the Group letters. In case of non availability, the General Secretary replaces him.

10.2: THE GENERAL SECRETARY

He is in charge of preparing the General Assembly, the meeting of the Executive Board, coordinates the activities of the different structures and organs of the Group, assures the secretariat particularly the writing of letters and Minute of Meeting, assures the good conservation of the Group archives. In case of absence, he is replaced by the president.

10.3: THE SECRETARY IN CHARGE OF ORGANISATION

He is responsible for the practical and the material organisation of all the activities and meetings of the Group. In case of creation of specialised commissions, he chairs and co-ordinates their works. In case of non availability, the secretary in charge of information replaces him.

10. 4: THE SECRETARY IN CHARGE OF INFORMATION

He has in charge to inform all the members concerning the dates of the General Assembly, and also members of the Executive Board about the dates of ordinaries and extra ordinaries meetings. He spreads the information within the group. In case of absence, he is replaced by the secretary in charge of organisation.

10. 5: THE TREASURER

He has in charge of managing the funds and the goods of the Group, collecting the adhesion fees, perceiving subsidies, gifts and legs granted to the group, of the accounting of the group and must keep up to date the accounting book which can be presented at any requirement. Furthermore, he is charged of its management; he signs jointly with the President or the General Secretary (in case of non availability of the President) all the actions which commit the Group. In case of non availability he is replaced by the vice treasurer..

SECTION III: PRINCIPLES AND WORKING METHODS

ARTICLE 11 : Collegiality is the working principle of all the structures of the Group. The principle of collegial direction allows to deliberate and to give a decision democratically on the

problems faced by the Group as well as the tasks and their distribution. This principle of collegiality commits the individual responsibility of each member.

ARTICLE 12: Convening of the General Assembly

The convening for the holding of a General Assembly must be sent to the members at least seven(07) days before the scheduled date for the ordinary General Assembly and twenty four hours(24) before the scheduled date for the extraordinary Assembly. The convening should mention the agenda, the places and the date of the holding of the General Assembly. The convening for the holding of the General Assembly can be issued, whether from the Executive Board, whether from the two third(2/3) of the Group members.

ARTICLE 13: Election and Conditions of Eligibility

Can take part to the votes only active members having an adhesion card. Any active member has only one vote in case of election. The votes in General Assembly must be made by raising the hand.

ARTICLE 14: The meetings of the Executive Board members are held at least once every three(03) months. Their term is three(03) years, renewable once.

ARTICLE 15 : All the meeting of the Executive Board must be resulted by a Minute of Meeting written by the General Secretary in a record dedicated for this occasion. At the beginning of each meeting, the minute of meeting of the preceding meeting must be approved by the members who attended before the joint signatures of the President and the General Secretary.

SECTION IV: RESOURCES AND MANAGEMENT

ARTICLE 16: The adhesion fees

It is instituted an adhesion fee. The yearly amount is five hundred (500) francs CFA

ARTICLE 17: The Group can perceive subsidies, gifts, and legs. All these subsidies, gifts and legs can not undermine the independence of the Group. They can neither be contrary to its objectives and basic principles.

ARTICLE 18 : Any fund granted to the Group must be followed by a receipt delivered by the treasurer. The receipt must be signed by the treasurer and stamped by the stamp of the Group.

ARTICLE 19: Expenditures

No expenditure can be considered without the approval of the Executive Board. The expenditures must be proved by a justification document duly established and signed jointly by the President and the treasurer.

ARTICLE 20: Any active member in accordance with the article XVI of the internal regulation can get a loan by a request introduced at the level of the Executive Board. The loan will be granted according to the incomes of the Group and is to be paid back in a deadline of six(06) months. Beyond this deadline, a legal proceeding can be instituted against the person who borrows the money.

ARTICLE 21: The allowances of the Executive Board members must be assured by the Group in case of trip, seminar and others.

SECTION V: SANCTIONS

ARTICLE 22: The sanctions applicable to the Group members are the following:

- Call to order
- Warning
- Blame
- Exclusion from the Group

Only the General Assembly has the competence to issue these sanctions

ARTICLE 23: The small mistakes can be object of a call to order. The frequent lateness and unjustified absences of a member, a fortiori a member of the Executive Board, can cause this person to be warned and in case of repeat offence he is blamed. The serious mistakes can cause the exclusion of a member.

ARTICLE 24: Any member excluded according to the provisions of the article 23 can request his reintegration to the General Assembly by a request introduced to the Executive Board. The General Assembly will decide about his request.

SECTION VI : AMENDMENT OF THE INTERNAL REGULATION

ARTICLE 25: The amendment of one part of the internal regulation or the revision of the all these regulations must be the object of an examination in General Assembly on the proposal of the Executive Board. The decisions of amendment or revision must be adopted at the majority of two third $\frac{2}{3}$ of all the members present.

ARTICLE 26: The request of revision or amendment of the internal regulation must issue

- From the Executive Board
- The two third($\frac{2}{3}$) of the Group members.

ARTICLE 27: The dissolution of the GGF will happen when it will be established that no rescue measure is possible. It can be about:

- The impossibility to reach the fixed objectives
- The decision of the 2/3 of the members.

ARTICLE 28: the liquidation of the goods of the Group will be in the profit of welfare activities or for the organisations having the same objectives.

ARTICLE 29: The application of the present internal regulation his the duty of the Executive Board. Read and adopted unanimously in General Assembly

The meeting Secretary

The meeting President

SOURAKoudiambi

SOURA Niama Issa

5. Minute of General Assembly of GGF

In 2004 and 24th of January the Man Forest Management Group (GGF/M) of Toumousseni has been created. The GGF/M is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has an unlimited life time. The constitutive general assembly held on 2001 and 2nd of February had for agenda the following point:

- Adoption of the Internal Regulation;
- Establishment of the Executive Board;
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the GGF is aiming the followings :

- Contribute to the sustainable and rational management of the forest reserve of Toumousseni;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members
- Promote modern bee keeping;
- Valorise forest non timber products, by the picking up, the transformation and the commercialisation of these products.

The General Assembly has elected the members of the GGF's Executive Board:

EXECUTIVE BOARD

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-----------------------|-----|----------------------------|
| 1 | SOURA Niama Issa | M | President |
| 2 | SOURA Koudiambi | M | General Secretary |
| 3 | SIRI Gaoussou | M | Treasurer |
| 4 | SIRI Moussa | F | Deputy Treasurer |
| 5 | SOURA Omar | M | Secretary for information |
| 6 | KARA Ningala Boureima | M | Secretary for organisation |

AUDITORS

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-------------------|-----|-------------------------|
| 01 | SIRI Djakalia | M | 1 st Auditor |
| 02 | SON Issa | M | 2 nd Auditor |

ADVISORS

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-------------------|-----|-------------------------|
| 01 | MONE Ahmed | M | 1 st Advisor |
| 02 | SON Fanti Lassina | M | 2 nd Advisor |

HONNORARY PRESIDENT: Oumarou SEYNOU, DRECV/Cascades

Established Banfora, 2nd of February 2001

Meeting Secretary

SOURA Koudiambi

Meeting President

SOURA Niama Issa

6. Official Certificate from District Authority

AGREEMENT CERTIFICATE

I undersigned, **IDO Mamadou** Administrative Secretary

Prefect of the Department of **Banfora, Province of Comoe**_

Certifies that the Group named **Man Forest Management Group (GGF/M)**

Village of **Toumousseni**

Department of **Banfora**

Is agreed under the N° **2001-029/MATD/PCMO/DBNF**

According to the provisions of the Law N°**014/99/AN of 15th of April 1999**.

In witness whereof, the present Certificate is established for serving the purpose of which it has been established.

Banfora, the 29th of November 2001

The Prefect,
IDO Mamadou
Administrative Secretary

7. Bank Account of GGF

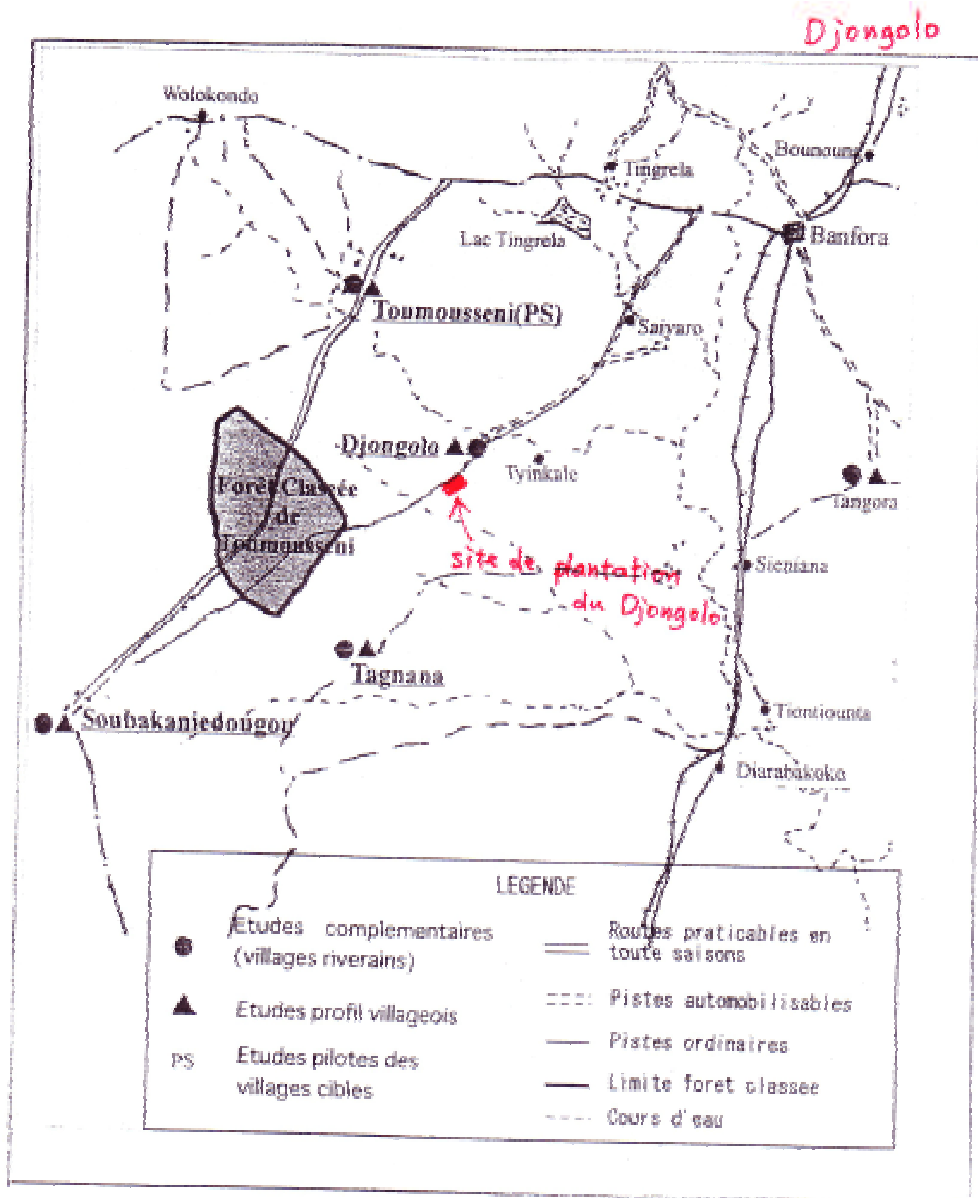
| |
|---|
| <p>Bankbook N°: 036160 Agricultural and Trade Bank of Burkina Faso Account N°: 300107302420-6</p> |
|---|

8. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|----|---|----------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- GGF of Djongolo Village -
 (Male and Female Separate)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Toumousseni forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the GGF of Djongolo. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Toumousseni is a forest which is nowadays strongly degraded.

The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Djongolo in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,
- Activities of selective wood cutting (dead trees, and seek trees).

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Djongolo:

- ➔ To establish a planning of plantation activities including the following elements:

- The period and duration of plantation;
- The location of the plantation site;
- Surface area and materialized limits of the plantation;
- The species selection for the afforestation and the reasons of the choice (species).
 - To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
 - To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.
 - The organization of firewood commercialisation by involving all concerned actors.

CHAPTER III. OBLIGATIONS OF THE GGF OF DJONGOLO.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Djongolo commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE EXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing. The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stere
- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Djongolo commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Djongolo commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, The GGF of Djongolo commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the GGF of Djongolo commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the GGF of Djongolo. In case of bad usage, the equipments will be withdrawn with

the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specification and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specification the Forest Service reserves itself the right to break off the contract.

Did in Djongolo, July 10th, 2004.

The GGF of Djongolo

The Forestry Service

The President **Issa SOURABIE**

The Provincial Director **Moctar SANOGO**

Planning of Plantation Activities

| | |
|-----------------------------------|--|
| Period and duration of plantation | Friday 30 th of July 2004 |
| Location of the plantation site | In the forest reserve (degraded zone) |
| Surface area | 2 ha |
| Selected species for planting | - <i>Eucalyptus camaldulensis</i> : 625 plants - <i>Anacardium occidentale</i> : 225 plants Agroforestry on three (03) years |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree <i>Eucalyptus camaldulensis</i> : rapid growth, fuelwood, service |

Squads of Supervision

| | |
|--------------------------------------|---|
| Total number of supervision per year | 3 to 7 times/ week |
| Frequency of supervision per week | 3times/week (from June to October) Every day from November |

3. Member List of GGF (Male)

GGF (Male)

| N° | Name and Surname |
|-----------|-------------------------|
| 1 | SOURABIE Issa |
| 2 | HILOU Souleymane |
| 3 | SOURABIE Salif |
| 4 | SOURABIE Moussa |
| 5 | SOURABIE Yaya |
| 6 | HILOU Ousmane |
| 7 | HILOU Amara |
| 8 | TOU Mitari |
| 9 | TOU Tikan |
| 10 | SAGNON Drissa |
| 11 | SOURABIE Drissa |
| 12 | SOURABIE Kadary n°1 |
| 13 | KAMBOU Tiaradjonté |
| 14 | SOURABIE Sala |
| 15 | KONE Fousséni |
| 16 | SAGNON Yaya n°1 |
| 17 | SAGNON Drissa |
| 18 | SOURABIE Dramane |
| 19 | DIAO Nagalofo |
| 20 | TOU Ousmane |
| 21 | SAGNON Yaya n°2 |
| 22 | SOURABIE Souleymane |
| 23 | TOU Ayouba |
| 24 | SOURABIE Kadary n°2 |

4. Internal Regulation of GGF

CHAPTER 1

ESTABLISHMENT – DENOMINATION – DURATION – HEADQUATER

Article 1: It is established between people who adhered to the present Internal Regulation, a Group of Forest Management and services, in accordance with the law N° 014/AN of April 15th 1999 relating to the regulation of cooperatives and group in Burkina Faso.

Article 2: The group is called Group of Forest Management (GGF).

Article 3: Its headquarter is based at DJONGOLO.

Department of Banfora,

Province of Comoé,

It can be transferred in any place belonging to its territory if necessary.

Article 4: The Group of Forest Management covers DJONGOLO village.

Article 5: Its lifespan is fixed to 99 years apart in case of extension decided by the General Assembly.

CHAPTER 2

PRINCIPLES

Article 6: The group acts regarding the following cooperative principles:

- The adhesion is free, voluntary and open to everybody,
- The group is managed by adherents according to the democratic system,
- The economic participation of members is obligatory,
- The group assure education, training of its adherents,
- The group has cooperation relationship with the others cooperative organisations
- The group supports the community in its development from time to time according to means.

Article 7: The group excludes all kind of discriminations based on ethnic group, religion, the sex or the political membership in the group.

CHAPTER 3

OBJECT – ACTIVITIES

Article 8: The Group of Forest Management has as objective:

- The improvement of life and work conditions of its members,
- The improvement of the forestry production of its members,
- The development of solidarity spirit and mutual aid between its members,
- The contribution in the social and economic development of TAGNANA.

Article 9: It sets itself tasks such as:

- To assure the supplying in materials and equipments of its members,
- To contribute in the professional training of its members,
- To contribute in the rational and sustainable management of Toumousseni forest reserve
- To participate into the management, the exploitation and the valorisation of fuelwood by creation of jobs and incomes for members,
- To contribute in the reforestation of degraded zones and the rehabilitation of exploited parcels.
- To strengthen unity and solidarity for the social economic welfare of all the members.

CHAPTER 4

CONDITIONS TO BE MEMBER

Article 10: Can be member of GGF, any natural person satisfying the following conditions:

- To be old at least 18 years,
- To work in the domain of forestry production,
- To be resident of the group terroir,
- To address a writing to the executive staff of the Group,
- To commit with the payment of contribution decided by the group,
- To commit with the respect of dispositions of this Internal Regulation.

Article 11: The staff can pronounce the provisory admission in the Group. It could be definitive after the approval of the General Assembly.

CHAPTER 5

RIGHT AND DUTIES OF MEMBERS

Article 12: The admission in the GGF requires the following obligations:

- To pay the adhesion fees,

- To respect dispositions of the present Internal Regulation and decisions taken by the staff and/or the General Assembly,
- To pay regularly his monthly contributions,
- Participate actively to the General Assembly and activities scheduled by the group,
- Can not retire from the group before 2 years, excepted major cases
- To assure the financial responsibility of the group in case of bankrupt.

Article 13: Any adherent, who doesn't respect dispositions of article 12, can incur the following sanctions:

- The warning,
- The blame,
- The temporary exclusion,
- The definitive exclusion.

Article 14: The staff can decide the warning and blame, but the exclusion remains to the General Assembly decision.

Article 15: Any member accepting these dispositions of the group can pretend to the following rights:

- To attend to the General Assembly and vote in the same conditions as other members,
- Can be eligible,
- Will be inform about the group functioning,
- Can request the holding of a General Assembly if at least 1/3 of members support him,
- Can benefit of advantages provided by the group to its members,
- Can retire from the Group according to the regulation,
- Can provide explanation to the General Assembly before the applying of sanctions related to him
- Can request by writing his reintegration in the group in case of exclusion.

Article 16: Any member who retires himself from the group respecting the norms can required the reimbursement of his contributions. In this reimbursement will be reduced credits, lost suffered by the share capital plus the interests. He can also required his part in the premium rebates and other properties obtained with his contribution.

CHAPTER 6
RESOURCES

Article 17: Resources of the Group of Forest Management are constituted by:

- The share capital,
- The contributions of members,
- Penalties imposed by the General Assembly,
- Gifts,
- Subventions,
- Borrowings from adherents, credits companies and development organisms.

Article 18: The share capital is the sum of contributions subscribed and paid by adherents. In any case, the share capital cannot be object of sharing between adherents.

Article 19: The maximum of credit that the group can negotiate with credit companies is determined yearly by the General Assembly.

Article 20: Borrowings given to the group are guaranteed by solidarity deposit of members.

Article 21: The financial responsibility of each member cannot go over ten (10) times the amount of his contribution. That is to say fees of his adhesion.

Article 22: The adherent contribution is fixed to **1000 F CFA**.

Article 23: The contribution is monthly and fixed to **500 F CFA**.

Article 24: The GGF must open bank account in some financial company in accordance with decree in term of finance in force in Burkina Faso. However, the treasurer can keep in his cashbox a maximal sum of **25000F CFA** for current expenses.

Article 25: The group accounting must be managed according to prescriptions in force. All expenses must be only ordered by the staff in conformity with the General Assembly decisions. Accounts should be stopped at the end of each year and make evaluation which will be presented in General Assembly.

Article 26: Decisions and special contributions can be requested to members in order to face a special situation.

CHAPTER 7
ADMINISTRATION

Article 27: Organs of Group administration:

- The General Assembly,

- The staff,
- The committee of control,
- Technical committees.

Section 1: *The General Assembly*

Article 28: The General Assembly is the absolute organ of the group. It gathered in ordinary session two times per year and in extraordinary session if necessary.

Article 29: The General Assembly decides generally to the administration management of the group, the applying and the interpretation of the Internal Regulation, notably:

- To modify the Internal Regulation,
- To vote or dismiss members of the staff or the committee of control,
- To entrust to the staff the role of necessary management for the good functioning.
- Decides members adhesions or exclusions
- To give a decision susceptible to contribute in a good functioning of the group,
- To agreed or disagreed with the staff or the committee of control reports.

Article 30: The General Assembly is convoked by the staff, fifteen (15) days before the holding:

- The convocation must obligatory take into account:
- The date,
- The time,
- The place,
- The agenda.

Article 31: To deliberate satisfactorily, the General Assembly must gather at least 2/3 of adherent members. If this number is not reached, a second convocation is sent in the same conditions according to the previous article. This new General Assembly is held whatever the number of adherents and gives decision validly.

Article 32: Decisions of the General Assembly are taken in the simple majority. In case of equality, the president of the General Assembly can vote.

Decisions concerning the Internal Regulation, the dissolution of the group, its fusion, its division or its change and also its affiliation to a ridge organisation require the majority of the 2/3 of the present adherents or their representatives.

Article 33: Each adherent represent one vote in the General Assembly. In case of impediment, he can entrust his vote to another adherent who will have in this case two votes including his vote.

Article 34: During elections, votes remain secret. The method can change if the 1/3 of adherents or their representatives requests it, but this decision is also taken by secret poll.

Article 35: The President of the staff heads the General Assembly, in case of impediment another member of the staff or a President of meeting selected by adherents. The Secretary of the group assures the secretary ship of the General Assembly. He writes the minute of meeting that must contain the attendant's list. If necessary, the General Assembly can designate a Secretary of meeting. The President and the Secretary sign the minute of meeting. In case of election, the General Assembly selected two tellers.

Article 36: In addition to attributions defined in article 29, the General Assembly takes decisions on:

- The sharing of excesses to members like premium rebates according to efforts, works and services provided by each one.
- Cases of interest rate reduction on contributions
- Modalities for the reimbursement of a credit or to face a deficit.

Article 37: The Group of Forest Management can establish other branches when the area of its intervention zone or the elevated number of its adherents required it.

Section 2: *The Staff*

Article 38: The GGF has one staff elected by the General Assembly and thus it is constituted by:

- A President,
- A General Secretary,
- A General Treasurer,
- A Deputy Treasurer,
- A Secretary in information,
- A Secretary in organisation,
- A Secretary in women mobilisation,
- A Deputy Secretary in women mobilisation.

Article 39: The staff members' period is fixed to 3 years. These members can be selected a second time at the end of the first period .

At the end of their period of three years, the former staff members can be selected again.

Article 40: The applicant doesn't pay fee when he wants to be selected. However,

expenditures of the group made with own money by one of these members during their period should be payback.

Article 41: To be eligible in the staff, applicants must satisfy the following conditions:

- To be correct towards the group,
- To benefit of his civil rights,
- To never been sanctioned during the two last years preceding the staff election,
- To be present the day of elections,
- To have good morality,
- To participate actively to the group activities.

Article 42: The staff is gathered one time all the two months if necessary. To deliberate satisfactory, the dispositions in the article 31 take effect.

Article 43: The staff works in acquired conditions for a good and proper management of the group.

Article 44: Members are individually and jointly responsible of faults caused to the group, either by the violation of the Internal Regulation or by faults committed during their management.

Article 45: The president of the staff is at the same time the president of group. He represents the group everywhere if necessary.

He convokes and heads the staff and meetings of the General Assembly.

He signs all the documents of the group.

In case of problem he can represents the group in justice.

In case of non-availability, the General Secretary deputizes him.

Article 46: The General Secretary has in possession all the documents of the group that he updates it regularly.

He writes convocations and minute of meetings, same for the letters.

In case of non-availability, the General Treasurer deputizes him.

Article 47: The General Treasurer has in charge the financial management of the group. For that, he collects all the contributions. He receives gifts, subventions and credits concerning the group. He keeps the accounting book, updates it and elaborates the financial report of the group.

In case of non-availability, his Deputy replaces him.

Article 48: The Secretary of information has in charge to inform all the members and key persons. He distributes convocations and is supported by the Secretary in

organisation.

Article 49: The Secretary of organisation has in charge the material preparation of meetings. He schedules and organises the group activities. The Secretary of information supports him in these tasks.

Article 50: The secretary of women mobilisation has in charge the mobilisation of women and woman issues. This post is specially assured by a woman. She is supported by her deputy.

Article 51: The group can select advisors and honorary president among the wise persons and which can contribute with their experiences to the good functioning of the group. Advisors and the honorary president are not members of the staff.

Section 3: *The Committee of Control*

Article 52: This committee is the permanent organ of control of a group. It intervenes for the interest of adherents. In case of refuse from the staff to assure its tasks or in impossibility to assume its functions, the committee of control is substituted to it with agreement of the General Assembly after an extraordinary session convoked for this effect.

Article 53: Two (02) members elected by General Assembly constitute the committee of control. They are not including in the present staff and have not been members of the previous staff.

Article 54: The term of the committee of control is fixed to three (03) years and renewable one time. Members are submitted to the same conditions that those of the staff, notably dispositions in articles 39, 40, and 41 of the present Internal Regulation.

Article 55: The committee of control gathers if necessary or on request of one of its members. Decisions are taken in the simple majority.

Article 56: The committee of control can check or audit every time the management of the staff. It informs the staff about all irregularity noted. It informs the General Assembly in its yearly report. If necessary it convokes either the staff or an extraordinary General Assembly.

CHAPTER 8

PROBLEMS SOLVING

Article 57: Any conflict between group adherents, between adherents and the group, between organs or between one organ and the group caused by the applying of the law N°

014/99/AN and the present Internal Regulation should be took to arbitration of a neutral ac-hoc committee.

Article 58: The members of this neutral ac-hoc committee are the following:

- The Prefect of the locality or his representative,
- The chief of the Departmental Service of Environment and Habitat (SDECV) of Banfora,
- The chief of the Zone of Agricultural and Technical Animation of Banfora (ZATA),
- The president of the Provincial Union of GGF of Comoé.

Article 59: In case of non solving in the satisfaction of the parts in conflict, or in case where one of the parts supposes to be right contrary to the procedure of arbitration, the conflict can be transferred at the level of competent tribunal.

CHAPTER 9

OTHER DISPOSITIONS

Article 60: The General Assembly must decide of the group dissolution in case of the following reasons:

- Expiration of the group lifespan fixed by the article 5 of the present Internal Regulation,
- The excessive debts of the group causing the use of more than half of the share capital,
- The bankrupt or the persistent insolvency,
- The decreasing of the members number, less than the acquired minimum fixed by the law N° 014/99/AN of 1999/04/15 in its article 73 and that during 2 consecutive years of the group existence,
- The cessation of all activity during two(02) consecutive years,
- Any others reasons judged valuable by the extraordinary General Assembly.

Article 61: As soon as the dissolution decision is pronounced, the extraordinary General Assembly designated one or several liquidators.

Article 62: the liquidation procedure is that foreseen in articles 139 to143 of the law N° 014/99/AN of 1999/04/15.

Article 63: The present Internal Regulation cannot be modified, only by the General Assembly.

Article 64: The present Internal Regulation has equivalent of law concerning the GGF

adherents. It is taken into account as soon as it is approved by the General Assembly.

Did in Djongolo, 24th of January 2001.

Signed by:

The President of Session: **SOURABIE Issa**

The Secretary of Session: **HILOU Ousmane**

5. Minute of General Assembly of GGF

The Men Forest Management Group (GGF/M) of Djongolo has been created on January 24th, 2001. The GGF/M is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has a life time of 99 years. The constitutive general assembly held on January 24th, 2001 had for agenda the following point:

- Adoption of the Internal Regulation;
- Establishment of the Executive Board;
- The selection of members for the Committee of Control;
- The selection of persons able to be the representatives of the GGF/M
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the GGF is aiming the following:s

- Contribute to the sustainable and rational management of the forest reserve of Toumousseni;
- To respect the forest regulation in force in Burkina;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members
- Valorise forest non timber products, by the picking up, the transformation and the commercialisation of these products.
- The General Assembly has elected the members of the GGF's Executive Board, the representative of the GGF, and members of the committee of control. (See appendix)

Did in Djongolo on January 24th, 2001.

Secrétaire de séance

HILOU Ousmane

le Président de séance

SOURABIE Issa

EXECUTIVE BOARD

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-------------------|-----|----------------------------|
| 1 | SOURABIE Issa | M | President |
| 2 | HILOU Ousmane | M | General Secretary |
| 3 | SOURABIE Yaya | M | Treasurer |
| 4 | HILOU Souleymane | F | Deputy Treasurer |
| 5 | SAGNON Drissa | M | Secretary for information |
| 6 | SOURABIE Moussa | M | Secretary for organisation |

AUDITORS

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-------------------|-----|-------------------------|
| 01 | HILOU Amara | M | 1 st Auditor |
| 02 | TOU Mitari | M | 2 nd Auditor |

ADVISERS

| N° | Name and surnames | Sex | Statute |
|----|-------------------|-----|---------|
| 01 | TOU Baba | M | DAV |
| 02 | HILOU Adama | M | |

LIST OF KEY MEMBERS OF THE GGF

| N° | Name and surnames | Sex | Statute within the GGF |
|----|-------------------|-----|------------------------|
| 01 | SOURABIE Issa | M | President |
| 02 | HILOU Ousmane | M | General Secretary |
| | SOURABIE Yaya | M | Treasurer |

Established in Djongolo, 24th of January 2001

Meeting Secretary

HILOU Ousmane

Meeting President

SOURABIE Issa

6. Official Certificate from District Authority

AGREEMENT CERTIFICATE

I undersigned, **IDO Mamadou** Administrative Secretary

Prefect of the Department of **Banfora Province of Comoe**

Certifies that the Group named **Man Forest Management Group (GGF/M)**

Village of **Djongolo**

Department of **Banfora**

Is agreed under the N° **2004-40/MATD/PCMO/DBNF**

According to the provisions of the Law N°**014/99/AN of 15th of April 1999.**

In witness whereof, the present Certificate is established for serving the purpose of which it has been established.

Banfora, the 25th of August 2004

The Prefec

IDO Mamadou

Administrative Secretary

7. Bank Account of GGF

BANQUE AGRICOLE ET COMMERCIALE DU BURKINA

BACB

LIVRET D'EPARGNE

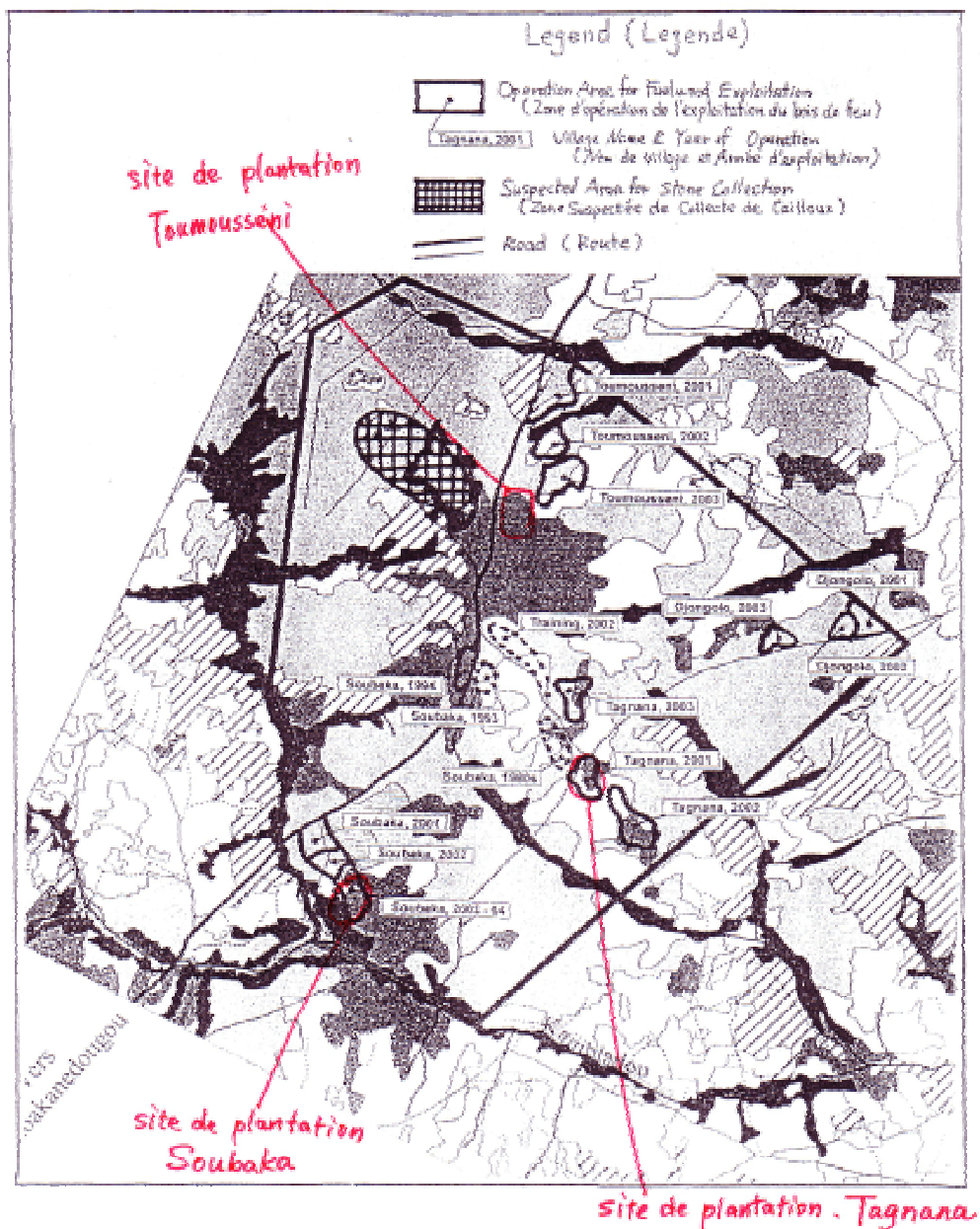
| Date | Libelle | Versements | Retraits | Avance | Solde en lettres | Signature Agent BACB |
|------------|-------------------------|---------------------|------------------------|-------------------------------|--------------------|---|
| 02/07/2017 | CGP | 25000 | | 25000 | Vingt-cinq mille F | [Signature] |
| | <i>Red: Designation</i> | <i>Red: Deposit</i> | <i>Red: Withdrawal</i> | <i>Red: Receiving Advance</i> | | <i>Red: Signature of the Bank Agent</i> |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

8. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- GGF of Subaka Village -
(Male and Female Separate)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Toumousseni forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the GGF of Soubaka. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Toumousseni is a forest which is nowadays strongly degraded.

The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Soubaka in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,
- Activities of selective wood cutting (dead trees, and seek trees).

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Soubaka:

- To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;
 - The location of the plantation site;
 - Surface area and materialized limits of the plantation;
 - The species selection for the afforestation and the reasons of the choice (species).
- To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
- To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.
- The organization of firewood commercialisation by involving all concerned actors.

CHAPTER III. OBLIGATIONS OF THE GGF OF SOUBAKA.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Soubaka commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be applied and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE

EXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing. The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stère
- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Soubaka commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Soubaka commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, The GGF of Soubaka commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the

promotion of activities generating incomes. In case of equipment loss, the GGF of Soubaka commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the GGF of Soubaka. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specification and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specifications the Forest Service reserves itself the

right to break off the contract.

Did in Soubaka, July 8th, 2004.

The GGF of Soubaka

The Forestry Service

The President **Nassarbè SOMA**

The Provincial Director **Moctar SANOGO**

Planning of Plantation Activities

| | |
|-----------------------------------|---|
| Period and duration of plantation | Friday 30 th of July 2004 |
| Location of the plantation site | - In the forest reserve (cutting site of 2003-04) |
| Surface area | |
| Selected species for planting | <i>Eucalyptus camaldulensis</i> : 300 plants <i>Anacardium occidentale</i> : 500 plants |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree <i>Eucalyptus camaldulensis</i> : rapid growth, fuelwood, service wood, |

Squads of Supervision

| | |
|--------------------------------------|----------------------------------|
| Total number of supervision per year | 104 outing |
| Frequency of supervision per week | 2times/week (Team of 02 persons) |

Planning of wood cutting Activities

| | |
|--|---|
| Period and duration of wood cutting activities | From February to March 2005 |
| Location of the cutting site | In the forest reserve |
| Surface area | About 4 ha |
| Species concerned by the cutting | Selective cutting <i>Pterocarpus e.</i> , <i>Afromosia l.</i> , <i>Terminalia sp.</i> <i>Detarium m.</i> , etc. |
| Diameter of cutting | Between 10 to 25 cm |
| Quantity | 500 steres (GGF men and women) |

3. Member List of GGF (Male)

| N° | Name and surname(s) | Function |
|-----------|----------------------------|----------------------------------|
| 01 | SOMA Nassorbê | President |
| 02 | SOMA Kassouma | Vice President |
| 03 | HEMA Vitalien | General Secretary |
| 04 | SOMA Lassina | Vice General Secretary |
| 05 | HEMA Bassina | Secretary for Information |
| 06 | SIRIMA Biê | Deputy Secretary for Information |
| 07 | SIRIMA Mafoini | General Treasurer |
| 08 | HEMA Zoumana | Deputy Treasurer |
| 09 | HEMA Sahobaba | Secretary for Organisation |
| 10 | SOMA Moussa | Member |
| 11 | HEMA Benoît | Member |
| 12 | HEMA Zoumana | Member |
| 13 | SIRIMA Mafoini | Member |
| 14 | SIRIMA Mafoini | Member |
| 15 | FAYA Nafanssi | Member |
| 16 | SIRIMA Sibiri | Member |
| 17 | FAYAMA Duomon | Member |
| 18 | HEMA Dôh | Member |
| 19 | SOULAMA Bassina | Member |
| 20 | HEMA Massadjamon | Member |
| 21 | HEMA Siaka | Member |
| 22 | SIRIMA Bié | Member |
| 23 | SOMA Bako | Member |
| 24 | FAYAMA Maïwouyamon | Member |
| 25 | OUATTARA Tiemoko | Member |
| 26 | OUATTARA Zié | Member |
| 27 | HEMA Masseifa | Member |

| | | |
|----|----------------|--------|
| 28 | SOULAMA Moussa | Member |
| 29 | SIRIMA Dôba | Member |
| 30 | SOMA Sahombaba | Member |
| 31 | OUATTARA Bewo | Member |
| 32 | HEMA Garmain | Member |

4. Internal Regulation of GGF (Female)

CHAPTER 1

ESTABLISHMENT – DENOMINATION – DURATION – HEADQUATER

Article 1: It is established between people who adhered to the present Internal Regulation, a Group of Forest Management and services, in accordance with the law N° 014/AN of April 15th 1999 relating to the regulation of cooperatives and group in Burkina Faso.

Article 2: The group is called **Female Group of Forest Management (GGF/F)**.

Article 3: Its headquarter is based at SOUBAKA.

Department of Soubaka,

Province of Comoé,

It can be transferred in any place belonging to its territory if necessary.

Article 4: The Group of Forest Management covers SOUBAKA village.

Article 5: Its lifespan is fixed to 99 years apart in case of extension decided by the General Assembly.

CHAPTER 2

PRINCIPLES

Article 6: The group acts regarding the following cooperative principles:

- The adhesion is free, voluntary and open to everybody,
- The group is managed by adherents according to the democratic system,
- The economic participation of members is obligatory,
- The group assure education, training of its adherents,
- The group has cooperation relationship with the others cooperative organisations

- The group supports the community in its development from time to time according to means.

Article 7: The group excludes all kind of discriminations based on ethnic group, religion, the sex or the political membership in the group.

CHAPTER 3

OBJECT – ACTIVITIES

Article 8: The Group of Forest Management has as object:

- The improvement of life and work conditions of its members,
- The improvement of the forestry production of its members,
- The development of solidarity spirit and mutual aid between its members,
- The contribution in the social and economic development of SOUBAKA.

Article 9: It sets itself tasks such as:

- To assure the supplying in materials and equipments of its members,
- To contribute in the professional training of its members,
- To contribute in the rational and sustainable management of Toumousseni forest reserve
- To participate into the management, the exploitation and the valorisation of fuelwood by creation of jobs and incomes for members,
- To contribute in the reforestation of degraded zones and the rehabilitation of exploited parcels.
- To strengthen unity and solidarity for the social economic welfare of all the members.

CHAPTER 4

CONDITIONS TO BE MEMBER

Article 10: Can be member of GGF, any natural person satisfying the following conditions:

- To be old at least 18 years,
- To work in the domain of forestry production,
- To be resident of the group terroir,
- To address a writing to the executive staff of the Group,
- To commit with the payment of contribution decided by the group,
- To commit with the respect of dispositions of this Internal Regulation.

Article 11: The staff can pronounce the provisory admission in the Group. It could be definitive after the approval of the General Assembly.

CHAPTER 5

RIGHT AND DUTIES OF MEMBERS

Article 12: The admission in the GGF requires the following obligations:

- To pay the adhesion fees,
- To respect dispositions of the present Internal Regulation and decisions taken by the staff and/or the General Assembly,
- To pay regularly his monthly contributions,
- Participate actively to the General Assembly and activities scheduled by the group,
- Can not retire from the group before 2 years, excepted major cases
- To assure the financial responsibility of the group in case of bankrupt.

Article 13: Any adherent, who doesn't respect dispositions of article 12, can incur the following sanctions:

- The warning,
- The blame,
- The temporary exclusion,
- The definitive exclusion.

Article 14: The staff can decide the warning and blame, but the exclusion remains to the General Assembly decision.

Article 15: Any member accepting these dispositions of the group can pretend to the following rights:

- To attend to the General Assembly and vote in the same conditions as other members,
- Can be eligible,
- Will be inform about the group functioning,
- Can request the holding of a General Assembly if at least 1/3 of members support him,
- Can benefit of advantages provided by the group to its members,
- Can retire from the Group according to the regulation,

- Can provide explanation to the General Assembly before the applying of sanctions related to him
- Can request by writing his reintegration in the group in case of exclusion.

Article 16: Any member who retires himself from the group respecting the norms can required the reimbursement of his contributions. In this reimbursement will be reduced credits, lost suffered by the share capital plus the interests. He can also required his part in the premium rebates and other properties obtained with his contribution.

CHAPTER 6

RESOURCES

Article 17: Resources of the Group of Forest Management are constituted by:

- The share capital,
- The contributions of members,
- Penalties imposed by the General Assembly,
- Gifts,
- Subventions,
- Borrowings from adherents, credits companies and development organisms.

Article 18: The share capital is the sum of contributions subscribed and paid by adherents. In any case, the share capital cannot be object of sharing between adherents.

Article 19: The maximum of credit that the group can negotiate with credit companies is determined yearly by the General Assembly.

Article 20: Borrowings given to the group are guaranteed by solidarity deposit of members.

Article 21: The financial responsibility of each member cannot go over ten (10) times the amount of his contribution. That is to say fees of his adhesion.

Article 22: The adherent contribution is fixed to **1000 F CFA**.

Article 23: The contribution is monthly and fixed to **500 F CFA**.

Article 24: The GGF must open bank account in some financial company in accordance with decree in term of finance in force in Burkina Faso. However, the treasurer can keep in his cashbox a maximal sum of **25000F CFA** for current expenses.

Article 25: The group accounting must be managed according to prescriptions in force. All expenses must be only ordered by the staff in conformity with the General Assembly decisions. Accounts should be stopped at the end of each year and make evaluation which will be presented in General Assembly.

Article 26: Decisions and special contributions can be requested to members in order to face a special situation.

CHAPTER 7

ADMINISTRATION

Article 27: Organs of Group administration:

- The General Assembly,
- The staff,
- The committee of control,
- Technical committees.
-

Section 1: *The General Assembly*

Article 28: The General Assembly is the absolute organ of the group. It gathered in ordinary session two times per year and in extraordinary session if necessary.

Article 29: The General Assembly decides generally to the administration management of the group, the applying and the interpretation of the Internal Regulation, notably:

- To modify the Internal Regulation,
- To vote or dismiss members of the staff or the committee of control,
- To entrust to the staff the role of necessary management for the good functioning.
- Decides members adhesions or exclusions
- To give a decision susceptible to contribute in a good functioning of the group,
- To agreed or disagreed with the staff or the committee of control reports.

Article 30: The General Assembly is convoked by the staff, fifteen (15) days before the holding:

- The convocation must obligatory take into account:
- The date,
- The time,
- The place,
- The agenda.

Article 31: To deliberate satisfactorily, the General Assembly must gather at least 2/3 of adherent members. If this number is not reached, a second convocation is sent in the same conditions according to the previous article. This new General Assembly is held whatever the number of adherents and gives decision validly.

Article 32: Decisions of the General Assembly are taken in the simple majority. In case of equality, the president of the General Assembly can vote. Decisions concerning the Internal Regulation, the dissolution of the group, its fusion, its division or its change and also its affiliation to a ridge organisation require the majority of the 2/3 of the present adherents or their representatives.

Article 33: Each adherent represent one vote in the General Assembly. In case of impediment, he can entrust his vote to another adherent who will have in this case two votes including his vote.

Article 34: During elections, votes remain secret. The method can change if the 1/3 of adherents or their representatives requests it, but this decision is also taken by secret poll.

Article 35: The President of the staff heads the General Assembly, in case of impediment another member of the staff or a President of meeting selected by adherents. The Secretary of the group assures the secretary ship of the General Assembly. He writes the minute of meeting that must contain the attendant's list. If necessary, the General Assembly can designate a Secretary of meeting. The President and the Secretary sign the minute of meeting. In case of election, the General Assembly selected two tellers.

Article 36: In addition to attributions defined in article 29, the General Assembly takes decisions on:

- The sharing of excesses to members like premium rebates according to efforts, works and services provided by each one.
- Cases of interest rate reduction on contributions
- Modalities for the reimbursement of a credit or to face a deficit.

Article 37: The Group of Forest Management can establish other branches when the area of its intervention zone or the elevated number of its adherents required it.

Section 2: *The Staff*

Article 38: The GGF has one staff elected by the General Assembly and is constituted by:

- A President,
- A General Secretary,
- A General Treasurer,
- A Deputy Treasurer,
- A Secretary in information,
- A Secretary in organisation,

- A Secretary in women mobilisation,
- A Deputy Secretary in women mobilisation.

Article 39: The staff members' period is fixed to 3 years. These members can be selected a second time at the end of the first period. At the end of their period of three years, the former staff members can be selected again.

Article 40: The applicant doesn't pay fee when he wants to be selected. However, expenditures of the group made with own money by one of these members during their period should be payback.

Article 41: To be eligible in the staff, applicants must satisfy the following conditions:

- To be correct towards the group,
- To benefit of his civil rights,
- To never been sanctioned during the two last years preceding the staff election,
- To be present the day of elections,
- To have good morality,
- To participate actively to the group activities.

Article 42: The staff is gathered one time all the two months if necessary. To deliberate satisfactory, the dispositions in the article 31 take effect.

Article 43: The staff works in acquired conditions for a good and proper management of the group.

Article 44: Members are individually and jointly responsible of faults caused to the group, either by the violation of the Internal Regulation or by faults committed during their management.

Article 45: The president of the staff is at the same time the president of group. He represents the group everywhere if necessary. He convokes and heads the staff and meetings of the General Assembly. He signs all the documents of the group. In case of problem he can represents the group in justice.. In case of non-availability, the General Secretary deputizes him.

Article 46: The General Secretary has in possession all the documents of the group that he updates it regularly. He writes convocations and minute of meetings, same for the letters. In case of non-availability, the General Treasurer deputizes him.

Article 47: The General Treasurer has in charge the financial management of the group. For that, he collects all the contributions. He receives gifts, subventions and credits concerning the group. He keeps the accounting book, updates it and elaborates the financial report of the group. In case of non-availability, his Deputy replaces him.

Article 48: The Secretary of information has in charge to inform all the members and key persons. He distributes convocations and is supported by the Secretary in organisation.

Article 49: The Secretary of organisation has in charge the material preparation of meetings. He schedules and organises the group activities. The Secretary of information supports him in these tasks.

Article 50: The secretary of women mobilisation has in charge the mobilisation of women and woman issues. This post is specially assured by a woman. She is supported by her deputy.

Article 51: The group can select advisors and honorary president among the wise persons and which can contribute with their experiences to the good functioning of the group. Advisors and the honorary president are not members of the staff.

Section 3: The Committee of Control

Article 52: This committee is the permanent organ of control of a group. It intervenes for the interest of adherents. In case of refuse from the staff to assure its tasks or in impossibility to assume its functions, the committee of control is substituted to it with agreement of the General Assembly after an extraordinary session convoked for this effect.

Article 53: Two (02) members elected by General Assembly constitute the committee of control. They are not including in the present staff and have not been members of the previous staff.

Article 54: The term of the committee of control is fixed to three (03) years and renewable one time. Members are submitted to the same conditions that those of the staff, notably dispositions in articles 39, 40, and 41 of the present Internal Regulation.

Article 55: The committee of control gathers if necessary or on request of one of its members. Decisions are taken in the simple majority.

Article 56: The committee of control can check or audit every time the management of the staff. It informs the staff about all irregularity noted. It informs the General Assembly in its yearly report. If necessary it convokes either the staff or an extraordinary General Assembly.

CHAPTER 8

PROBLEMS SOLVING

Article 57: Any conflict between group adherents, between adherents and the group, between organs or between one organ and the group caused by the applying of the law N° 014/99/AN and the present Internal Regulation should be took to arbitration of a neutral ac-hoc committee.

Article 58: The members of this neutral ac-hoc committee are the following:

- The Prefect of the locality or his representative,
- The chief of the Departmental Service of Environment and Habitat (SDECV) of Soubaka,
- The chief of the Zone of Agricultural and Technical Animation of Soubaka (ZATA),
- The president of the Provincial Union of GGF of Comoé.

Article 59: In case of non solving in the satisfaction of the parts in conflict, or in case where one of the parts supposes to be right contrary to the procedure of arbitration, the conflict can be transferred at the level of competent tribunal.

CHAPTER 9

OTHER DISPOSITIONS

Article 60: The General Assembly must decide of the group dissolution in case of the following reasons:

- Expiration of the group lifespan fixed by the article 5 of the present Internal Regulation,
- The excessive debts of the group causing the use of more than half of the share capital,
- The bankrupt or the persistent insolvency,
- The decreasing of the members number, less than the acquired minimum fixed by the law N° 014/99/AN of 1999/04/15 in its article 73 and that during 2 consecutive years of the group existence,
- The cessation of all activity during two(02) consecutive years,
- Any others reasons judged valuable by the extraordinary General Assembly.

Article 61: As soon as the dissolution decision is pronounced, the extraordinary General Assembly designated one or several liquidators.

Article 62: The liquidation procedure is that foreseen in articles 139 to143 of the law N° 014/99/AN of 1999/04/15.

Article 63: The present Internal Regulation cannot be modified, only by the General Assembly.

Article 64: The present Internal Regulation has equivalent of law concerning the GGF adherents. It is taken into account as soon as it is approved by the General Assembly.

Did in SOUBAKA, 9th of June 2004.

Signed by:

The Secretary of Session: **HEMA Kouratessi**

The President of Session: **SOULAMA Toulé**

5. Minute of General Assembly of GGF (Female)

The Female Forest Management Group (GGF/F) of Soubaka has been created on January 24th, 2001. The GGF/F is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has a life time of 99 years. The constitutive general assembly held on January 24th, 2001 had for agenda the following point:

- Adoption of the Internal Regulation;
- Establishment of the Executive Board;
- The selection of members for the Committee of Control ;
- The selection of persons able to be the representatives of the GGF/F
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the GGF is aiming the following :

- Contribute to the sustainable and rational management of the forest reserve of Toumousseni;
- To respect the forest regulation in force in Burkina;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members
- Valorise forest non timber products, by the picking up, the transformation and the

commercialisation of these products.

- The General Assembly has elected the members of the GGF's Executive Board, the representative of the GGF, and members of the committee of control. (See appendix)

Established in Soubaka on January 9th, 2004.

Meeting Secretary

Meeting President

HEMA Kouratessi

SOULAMA Toulé

LIST OF KEY MEMBERS OF THE GGF

| N° | Name and surnames | Sex | Statute within the GGF |
|-----------|--------------------------|------------|-------------------------------|
| 01 | SOULAMA Toulé | F | President |
| 02 | HEMA Kouratessi | F | General Secretary |
| 03 | OUATTARA Fatoumata | F | Treasurer |

6. Official Certificate from District Authority (Male)

AGREEMENT CERTIFICATE

(Law n° 014/99/AN of April 15th 1999)

I undersigned, **Drissa DIARRA** , Officer of the National Police, Prefect

Certifies that the Group named **Man Forest Management Group (GGF/M) Benkadi**

Village of **Soubaka**

Department of **Soubaka**

Activities: Forest reserve management

Is agreed under the N° **2005-001/MADT/RC/PCMO/DSBK of January 12th, 2005**


Soubaka , the 12th of January 2005

The Prefect,

Drissa DIARRA

Officier de Police

7. Bank Account of GGF




**CAISSE POPULAIRE
DE BANFORA**

POPULAR BANK OF
BANFORA

Folio **7088**

Nom: **7088**
 Prénoms: **DE VOËRE VOË**
 Adresse: **Abidjan**
 Code postal: **09**
 Téléphone: **020 37 11 00**
 Signature: **[Signature]**
 Date: **17/03/2011**



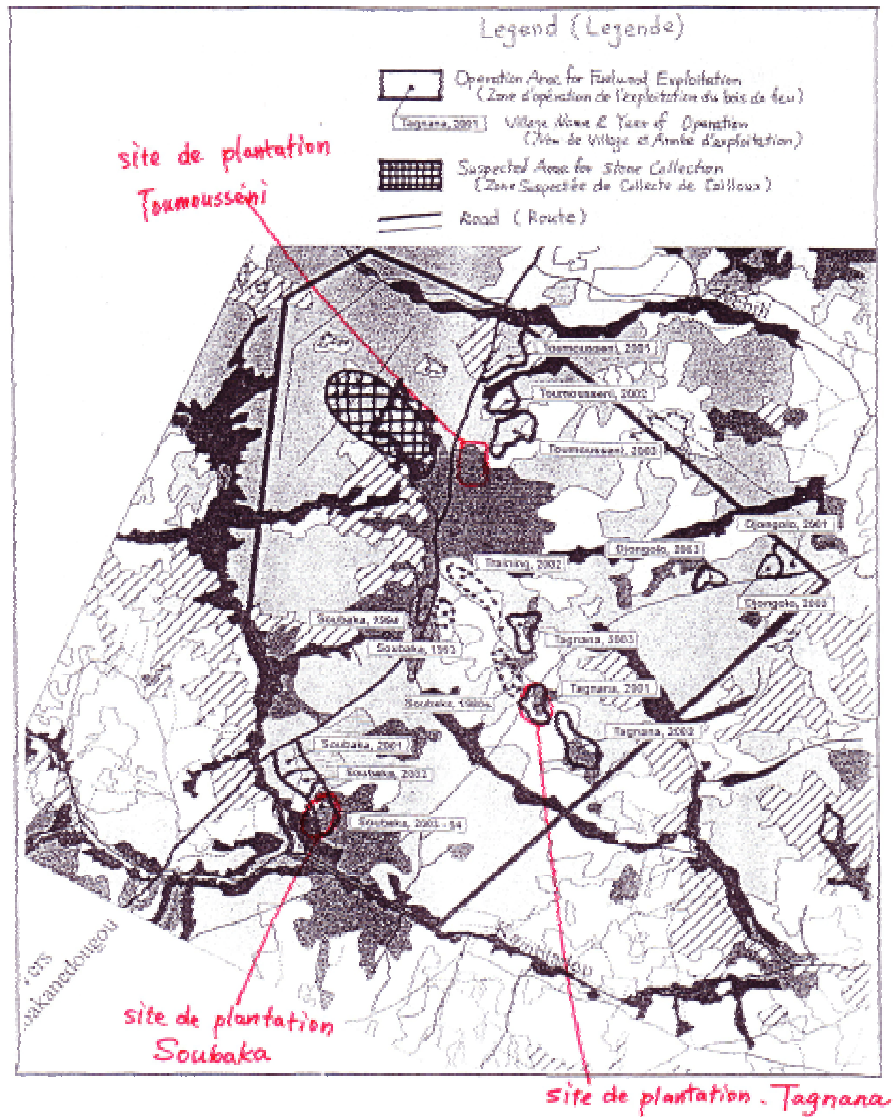
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| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

8. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- GGF of Tagnana Village -
 (Male and Female separate)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Toumousseni forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the GGF of Tagnana. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Toumousseni is a forest which is nowadays strongly degraded.

The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Tagnana in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,
- Activities of selective wood cutting (dead trees, and seek trees).

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Tagnana:

- ➔ To establish a planning of plantation activities including the following elements:

- The period and duration of plantation;
- The location of the plantation site;
- Surface area and materialized limits of the plantation;
- The species selection for the afforestation and the reasons of the choice (species).
 - To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
 - To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.
 - The organization of firewood commercialisation by involving all concerned actors.

CHAPTER III. OBLIGATIONS OF THE GGF OF TAGNANA.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Tagnana commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THEEXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing. The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stere
- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Tagnana commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Tagnana commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, The GGF of Tagnana commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the GGF of Tagnana commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the GGF of Tagnana. In case of bad usage, the equipments will be withdrawn with

the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specification and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specification the Forest Service reserves itself the right to break off the contract.

Did in Tagnana, July 8th, 2004.

The Forestry Service

The ProvincialDirector

Moctar SANOGO

The GGF of Tagnana

The President

S iaka HILOU

Planning of Plantation Activities

| | |
|-----------------------------------|---|
| Period and duration of plantation | Friday 30 th of July 2004 |
| Location of the plantation site | - In the forest reserve (cutting site of 2001) |
| Surface area | |
| Selected species for planting | <i>Eucalyptus camaldulensis</i> : 625 plants <i>Anacardium occidentale</i> : 75 plants |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree <i>Eucalyptus camaldulensis</i> : rapid growth, fuelwood, service wood, |

Squads of Supervision

| | |
|--------------------------------------|-------------|
| Total number of supervision per year | 104 outing |
| Frequency of supervision per week | 2times/week |

Planning of wood cutting Activities

| | |
|--|--|
| Period and duration of wood cutting activities | From February to March 2005 |
| Location of the cutting site | In the forest reserve (zone along the road Soubaka-Toumousseni) |
| Surface area | About 10 ha |
| Species concerned by the cutting | Selective cutting <i>Pterocarpus sp.</i> , <i>Azelia a.</i> <i>Khaya. s.</i> , etc. |
| Diameter of cutting | Between 15 to 25 cm |
| Quantity | 500 steres (GGF men and women) |

3. Member List of GGF (Male)

| | Name and Surname | Position |
|----|-------------------|------------------|
| 01 | HILOU Siaka | President |
| 02 | HILOU Amadou | Vice President |
| 03 | SIRIMA Yacouba | Secretary |
| 04 | TOU Dramane | Deputy Secretary |
| 05 | HILOU Tiègoué | Treasurer |
| 06 | HILOU Gnigaladjan | Deputy Treasurer |
| 07 | HILOU Abdoulaye | Member |
| 08 | HILOU Seina | Member |
| 09 | TOU Souleymane | Member |
| 10 | TOU Samorba | Member |
| 11 | FAYAMA Banikou | Member |
| 12 | SAGNON Souleymane | Member |
| 13 | HILOU Morba | Member |
| 14 | HILOU Tôh | Member |
| 15 | HILOU Konima | Member |
| 16 | HILOU Dramane | Member |
| 17 | HILOU Adama | Member |
| 18 | SIRIMA Midibahaya | Member |
| 19 | SIRIMA Karfa | Member |
| 20 | HILOU Ardjouma | Member |
| 21 | HILOU Midibahaya | Member |
| 22 | HILOU Sanlélé | Member |
| 23 | HILOU Daouda | Member |
| 24 | HILOU Drissa | Member |
| 25 | HILOU Karim | Member |
| 26 | HILOU Karim | Member |
| 27 | HILOU Lamissa | Member |
| 28 | HILOU Souleymane | Member |

| | | |
|----|------------------|--------|
| 29 | HILOU Lamissa | Member |
| 30 | HILOU Brahima | Member |
| 31 | HILOU Tôh | Member |
| 32 | HILOU Samba | Member |
| 33 | HILOU Souleymane | Member |
| 34 | HILOU Bakary | Member |
| 35 | HILOU Issa | Member |
| 36 | HILOU Siaka | Member |
| 37 | TOU Siaka | Member |
| 38 | TOU Diakardia | Member |
| 39 | HILOU Amidou | Member |

4. Internal Regulation of GGF

CHAPTER 1. ESTABLISHMENT – DENOMINATION – DURATION – HEADQUATER

Article 1: It is established between people who adhered to the present Internal Regulation, a Group of Forest Management and services, in accordance with the law N° 014/AN of April 15th 1999 relating to the regulation of cooperatives and group in Burkina Faso.

Article 2: The group is called **Men Group of Forest Management (GGF/M)**.

Article 3: Its headquarter is based at TAGNANA.

Department of Soubaka,

Province of Comoé,

It can be transferred in any place belonging to its territory if necessary.

Article 4: The Group of Forest Management covers TAGNANA village.

Article 5: Its lifespan is fixed to 99 years apart in case of extension decided by the General Assembly.

CHAPTER 2. PRINCIPLES

Article 6: The group acts regarding the following cooperative principles:

- The adhesion is free, voluntary and open to everybody,
- The group is managed by adherents according to the democratic system,
- The economic participation of members is obligatory,
- The group assure education, training of its adherents,
- The group has cooperation relationship with the others cooperative organisations
- The group supports the community in its development from time to time according to means.

Article 7: The group excludes all kind of discriminations based on ethnic group, religion, the sex or the political membership in the group.

CHAPTER 3. OBJECT – ACTIVITIES

Article 8: The Group of Forest Management has as object:

- The improvement of life and work conditions of its members,
- The improvement of the forestry production of its members,
- The development of solidarity spirit and mutual aid between its members,
- The contribution in the social and economic development of Tagnana.

Article 9: It sets itself tasks such as:

- To assure the supplying in materials and equipments of its members,
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- Gifts,
- Subventions,

- Borrowings from adherents, credits companies and development organisms.

Article 18: The share capital is the sum of contributions subscribed and paid by adherents. In any case, the share capital cannot be object of sharing between adherents.

Article 19: The maximum of credit that the group can negotiate with credit companies is determined yearly by the General Assembly.

Article 20: Borrowings given to the group are guaranteed by solidarity deposit of members.

Article 21: The financial responsibility of each member cannot go over ten (10) times the amount of his contribution. That is to say fees of his adhesion.

Article 22: The adherent contribution is fixed to **1000 F CFA**.

Article 23: The contribution is monthly and fixed to **500 F CFA**.

Article 24: The GGF must open bank account in some financial company in accordance with decree in term of finance in force in Burkina Faso. However, the treasurer can keep in his cashbox a maximal sum of **25000F CFA** for current expenses.

Article 25: The group accounting must be managed according to prescriptions in force. All expenses must be only ordered by the staff in conformity with the General Assembly decisions. Accounts should be stopped at the end of each year and make evaluation which will be presented in General Assembly.

Article 26: Decisions and special contributions can be requested to members in order to face a special situation.

CHAPTER 7 . ADMINISTRATION

Article 27: Organs of Group administration:

- The General Assembly,
- The staff,
- The committee of control,
- Technical committees.

Section 1: *The General Assembly*

Article 28: The General Assembly is the absolute organ of the group. It gathered in ordinary session two times per year and in extraordinary session if necessary.

Article 29: The General Assembly decides generally to the administration management of the group, the applying and the interpretation of the Internal Regulation, notably:

- To modify the Internal Regulation,
- To vote or dismiss members of the staff or the committee of control,

- To entrust to the staff the role of necessary management for the good functioning.
- Decides members adhesions or exclusions
- To give a decision susceptible to contribute in a good functioning of the group,
- To agreed or disagreed with the staff or the committee of control reports.

Article 30: The General Assembly is convoked by the staff, fifteen (15) days before the holding:

- The convocation must obligatory take into account:
- The date,
- The time,
- The place,
- The agenda.

Article 31: To deliberate satisfactorily, the General Assembly must gather at least 2/3 of adherent members. If this number is not reached, a second convocation is sent in the same conditions according to the previous article. This new General Assembly is held whatever the number of adherents and gives decision validly.

Article 32: Decisions of the General Assembly are taken in the simple majority. In case of equality, the president of the General Assembly can vote. Decisions concerning the Internal Regulation, the dissolution of the group, its fusion, its division or its change and also its affiliation to a ridge organisation require the majority of the 2/3 of the present adherents or their representatives.

Article 33: Each adherent represent one vote in the General Assembly. In case of impediment, he can entrust his vote to another adherent who will have in this case two votes including his vote.

Article 34: During elections, votes remain secret. The method can change if the 1/3 of adherents or their representatives requests it, but this decision is also taken by secret poll.

Article 35: The President of the staff heads the General Assembly, in case of impediment another member of the staff or a President of meeting selected by adherents. The Secretary of the group assures the secretary ship of the General Assembly. He writes the minute of meeting that must contain the attendant's list. If necessary, the General Assembly can designate a Secretary of meeting. The President and the Secretary sign the minute of meeting. In case of election, the General Assembly selected two tellers.

Article 36: In addition to attributions defined in article 29, the General Assembly takes decisions on:

- The sharing of excesses to members like premium rebates according to efforts, works and services provided by each one.
- Cases of interest rate reduction on contributions
- Modalities for the reimbursement of a credit or to face a deficit.

Article 37: The Group of Forest Management can establish other branches when the area of its intervention zone or the elevated number of its adherents required it.

Section 2: *The Staff*

Article 38: The GGF has one staff elected by the General Assembly and thus it is constituted by:

- A President,
- A General Secretary,
- A General Treasurer,
- A Deputy Treasurer,
- A Secretary in information,
- A Secretary in organisation,
- A Secretary in women mobilisation,
- A Deputy Secretary in women mobilisation.

Article 39: The staff members' period is fixed to 3 years. These members can be selected a second time at the end of the first period. At the end of their period of three years, the former staff members can be selected again.

Article 40: The applicant doesn't pay fee when he wants to be selected. However, expenditures of the group made with own money by one of these members during their period should be payback.

Article 41: To be eligible in the staff, applicants must satisfy the following conditions:

- To be correct towards the group,
- To benefit of his civil rights,
- To never been sanctioned during the two last years preceding the staff election,
- To be present the day of elections,
- To have good morality,
- To participate actively to the group activities.

Article 42: The staff is gathered one time all the two months if necessary. To deliberate satisfactory, the dispositions in the article 31 take effect.

Article 43: The staff works in acquired conditions for a good and proper management of the

group.

Article 44: Members are individually and jointly responsible of faults caused to the group, either by the violation of the Internal Regulation or by faults committed during their management.

Article 45: The president of the staff is at the same time the president of group. He represents the group everywhere if necessary. He convokes and heads the staff and meetings of the General Assembly. He signs all the documents of the group. In case of problem he can represent the group in justice. In case of non-availability, the General Secretary deputizes him.

Article 46: The General Secretary has in possession all the documents of the group that he updates it regularly. He writes convocations and minute of meetings, same for the letters. In case of non-availability, the General Treasurer deputizes him.

Article 47: The General Treasurer has in charge the financial management of the group. For that, he collects all the contributions. He receives gifts, subventions and credits concerning the group. He keeps the accounting book, updates it and elaborates the financial report of the group. In case of non-availability, his Deputy replaces him.

Article 48: The Secretary of information has in charge to inform all the members and key persons. He distributes convocations and is supported by the Secretary in organisation.

Article 49: The Secretary of organisation has in charge the material preparation of meetings. He schedules and organises the group activities. The Secretary of information supports him in these tasks.

Article 50: The secretary of women mobilisation has in charge the mobilisation of women and woman issues. This post is specially assured by a woman. She is supported by her deputy.

Article 51: The group can select advisors and honorary president among the wise persons and which can contribute with their experiences to the good functioning of the group. Advisors and the honorary president are not members of the staff.

Section 3: The Committee of Control

Article 52: This committee is the permanent organ of control of a group. It intervenes for the interest of adherents. In case of refuse from the staff to assure its tasks or in impossibility to assume its functions, the committee of control is substituted to it with agreement of the General Assembly after an extraordinary session convoked for this effect.

Article 53: Two (02) members elected by General Assembly constitute the committee of control. They are not including in the present staff and have not been members of the previous staff.

Article 54: The term of the committee of control is fixed to three (03) years and renewable one time. Members are submitted to the same conditions that those of the staff, notably dispositions in articles 39, 40, and 41 of the present Internal Regulation.

Article 55: The committee of control gathers if necessary or on request of one of its members. Decisions are taken in the simple majority.

Article 56: The committee of control can check or audit every time the management of the staff. It informs the staff about all irregularity noted. It informs the General Assembly in its yearly report. If necessary it convokes either the staff or an extraordinary General Assembly.

CHAPTER 8. PROBLEMS SOLVING

Article 57: Any conflict between group adherents, between adherents and the group, between organs or between one organ and the group caused by the applying of the law N° 014/99/AN and the present Internal Regulation should be took to arbitration of a neutral ac-hoc committee.

Article 58: The members of this neutral ac-hoc committee are the following:

- The Prefect of the locality or his representative,
- The chief of the Departmental Service of Environment and Habitat (SDECV) of Soubaka,
- The chief of the Zone of Agricultural and Technical Animation of Soubaka (ZATA),
- The president of the Provincial Union of GGF of Comoé.

Article 59: In case of non solving in the satisfaction of the parts in conflict, or in case where one of the parts supposes to be right contrary to the procedure of arbitration, the conflict can be transferred at the level of competent tribunal.

CHAPTER 9. OTHER DISPOSITIONS

Article 60: The General Assembly must decide of the group dissolution in case of the following reasons:

- Expiration of the group lifespan fixed by the article 5 of the present Internal Regulation,
- The excessive debts of the group causing the use of more than half of the share capital,
- The bankrupt or the persistent insolvency,
- The decreasing of the members number, less than the acquired minimum fixed

by the law N° 014/99/AN of 1999/04/15 in its article 73 and that during 2 consecutive years of the group existence,

- The cessation of all activity during two(02) consecutive years,
- Any others reasons judged valuable by the extraordinary General Assembly.

Article 61: As soon as the dissolution decision is pronounced, the extraordinary General Assembly designated one or several liquidators.

Article 62: the liquidation procedure is that foreseen in articles 139 to143 of the law N° 014/99/AN of 1999/04/15.

Article 63: The present Internal Regulation cannot be modified, only by the General Assembly.

Article 64: The present Internal Regulation has equivalent of law concerning the GGF adherents. It is taken into account as soon as it is approved by the General Assembly.

Did in TAGNANA, 9th of June 2004.

Signed by:

The Constitutive Assembly attendants

5. Minute of General Assembly of GGF

The Men Forest Management Group (GGF/M) of Tagnana has been created on January 24th, 2001. The GGF/F is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has a life time of 99 years. The general constitutive assembly held on January 24th, 2001 had for agenda the following point:

- Adoption of the Internal Regulation;
- Establishment of the Executive Boards
- The selection of members for the Committee of Control ;
- The selection of persons able to be the representatives of the GGF/M
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the GGF is aiming the following :

- Contribute to the sustainable and rational management of the forest reserve of Toumousseni;
- To respect the forest regulation in force in Burkina;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members
- Valorise forest non timber products, by the picking up, the transformation and the commercialisation of these products.
- The General Assembly has elected the members of the GGF's Executive Board, the representative of the GGF, and members of the committee of control. (See appendix)

Established in Tagnana on June 9th, 2004.

Meeting Secretary

Meeting President

SIRIMA Yacouba

HILOU Siaka

LIST OF KEY MEMBERS OF THE GGF

| N° | Name and surnames | Sex | Statute within the GGF |
|-----------|--------------------------|------------|-------------------------------|
| 01 | HILOU Siaka | M | President |
| 02 | SIRIMA Yacouba | M | General Secretary |
| 03 | HILOU Tiègouè | M | Treasurer |

6. Official Certificate from District Authority

AGREEMENT CERTIFICATE

I undersigned, **DIARRA Drissa** Police Officer

Certifies that the Group named **Man Forest Management Group (GGF/M)**

Village of **Tagnana**

Headquarter: **Tagnana**

Department of: Soubakaniédougou, Comoé Province

Activity: **Rational and sustainable management of Toumousseni Forest Reserve**

Is recognised under the N° **2004-005/MATD/PCMO/DSBKOF: September 14th, 2004**

Agreed under the N°: 10_

Soubakaniédougou the 14th of September 2004

The Prefect,

DIARRA Drissa
Police Officer

7. Bank Account of GGF

Accueil and Trading
BANK OF BURKINA FASO

BACB

BANQUE AGRICOLE ET COMMERCIALE DU BURKINA

LIVRET D'EPARGNE

BACB

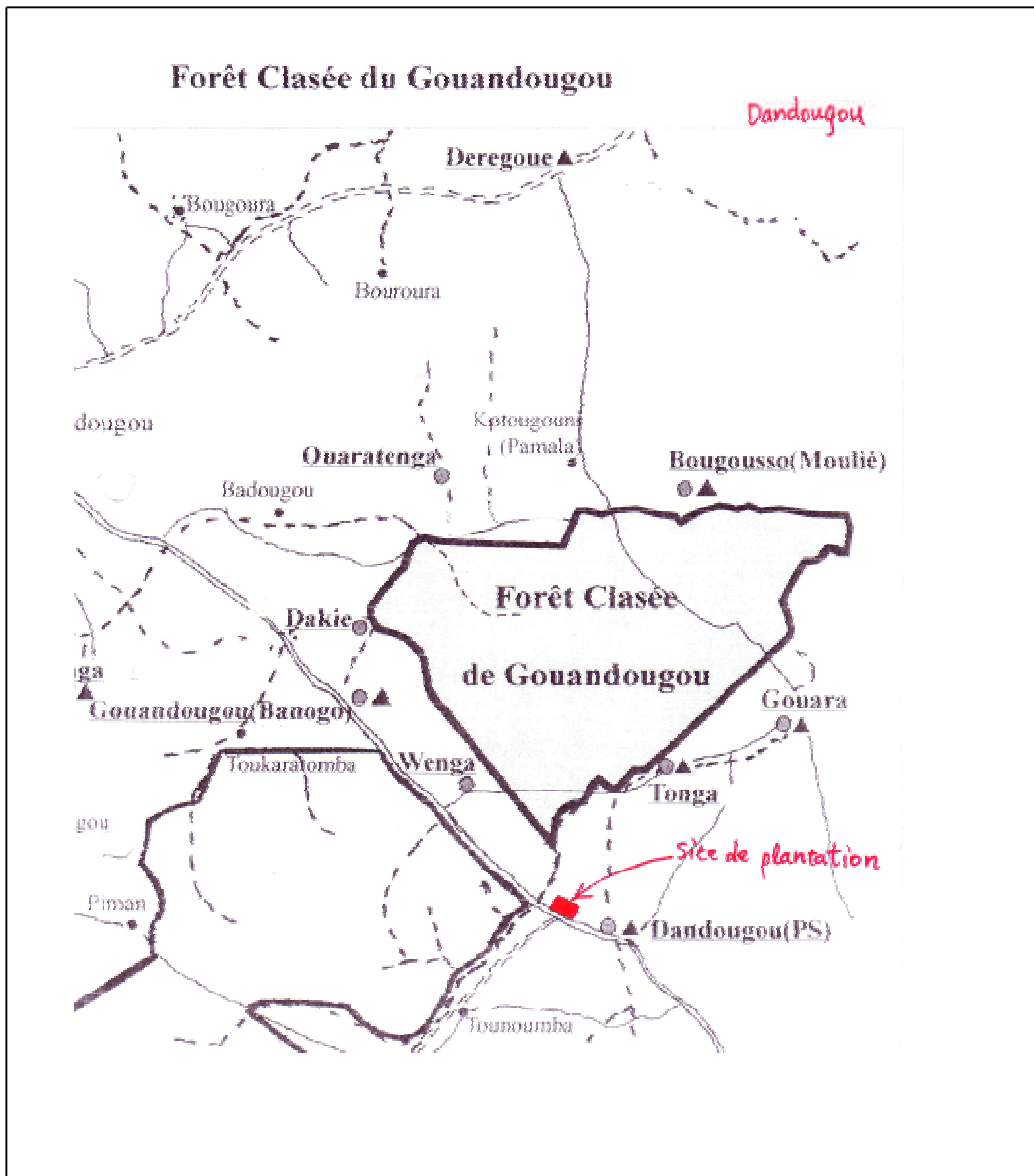
| Date | Libelle | Mouvements | Reste | Avant | Avant en lettres | Signature Agent BACB |
|------------|------------|--------------------|----------------|-------------------|--------------------------|------------------------------------|
| 02/07/2017 | 02 | 25000 | | 25000 | Vingt-cinq mille F | |
| | <i>Red</i> | <i>Designation</i> | <i>Deposit</i> | <i>Withdrawal</i> | <i>Remaining balance</i> | <i>Signature of the Bank Agent</i> |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

8. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- CVGT(GGF) of Dandougou -
(No official Recognition of GGF)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Kongouko forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the CVGT of Dandougou. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Kongouko is a forest which is nowadays strongly degraded. The concern of the CVGT of Dandougou will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the CVGT of Dandougou in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the CVGT of Dandougou:

- To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;

- The location of the plantation site;
- Surface area and materialized limits of the plantation;
- The species selection for the afforestation and the reasons of the choice (species).
 - To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
 - To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.

CHAPTER III. OBLIGATIONS OF THE CVGT OF DANDOUGOU.

Article 2. The CVGT of Dandougou commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The CVGT of Dandougou commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the it must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE EXPLOITATION OF FOREST RESERVES.

Article 4. The CVGT of Dandougou commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the

involved actors in accordance with a key of consensual sharing.

The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stere
- Share of CVGT: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The CVGT of Dandougou commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The CVGT of Dandougou commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, the CVGT of Dandougou commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the CVGT of Dandougou commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the CVGT of Dandougou. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specifications and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specifications the Forest Service reserves itself the right to break off the contract.

Did in Dandougou, July 9th , 2004.

The Forestry Service

The CVGT of Dandougou

The Provincial Director

The responsible S/C of conflicts management

Moctar SANOGO

Domba OUATTARA

Planning of Plantation Activities

| | |
|-----------------------------------|---|
| Period and duration of plantation | From July 28 th to August 1 st , 2004 |
| Location of the plantation site | Out of the forest reserve |
| Surface area | 1,5 ha |
| Selected species for planting | <i>Eucalyptus camaldulensis</i> : 1040 plants |
| Reasons of this choice | <i>Eucalyptus camaldulensis</i> : rapid growth, fuelwood, service wood, |

Squads of Supervision

| | |
|--------------------------------------|-------------|
| Total number of supervision per year | 104 outings |
| Frequency of supervision per week | 2times/week |

3. Member List of CVGT

MEMBER LIST OF THE CVGT STAFF

| | | |
|------------------|-----------------|----------------------|
| President | OUEREMI | Salam |
| Vice-President | OUATTARA | Madou |
| Secretary | DAH | Sansan Sipour |
| Treasurer | OUATTARA | Baya |
| Deputy Treasurer | SAWADOGO | Amadé |

SUB-COMMISSION OF LAND

| | |
|----------|------------|
| OUATTARA | Bissiri |
| OUATTARA | Baly |
| OUATTARA | Souleymane |
| OUATTARA | Abou |

SUB-COMMISSION OF AGRICULTURE

| | |
|-----------|-----------|
| OUATTARA | Zakalia |
| OUEDRAOGO | Mamouna |
| OUEDRAOGO | Abdoulaye |
| OUEDRAOGO | Amado |
| OUEDRAOGO | Sayouba |
| KAMBOU | Dibrehto |
| OUATTARA | Sita |
| OUATTARA | Doulaye |
| PALE | Colette |

SUB-COMMISSION OF BREEDING

| | |
|----------|-----------|
| DIALLO | Saly |
| SIDIBE | Boureima |
| DAH | Tifaté |
| SIDIBE | Abdoulaye |
| OUEREMI | Salam |
| OUATTARA | Bème |

SUB-COMMISSION OF CONFLICTS MANAGEMENT

| | |
|----------|------------|
| DAH | Tifaté |
| OUATTARA | Souleymane |
| OUATTARA | Mamadou |
| OUATTARA | Domba |
| SIDIBE | Léla |
| OUEREMI | Issa |

SUB-COMMISSION OF FISHING

| | |
|----------|---------|
| BARRY | Boukary |
| OUATTARA | Sokanga |

SUB-COMMISSION OF SUPERVISION AND CONTROL

| | |
|-----------|-----------|
| KOAMA | Dominique |
| OUEDRAOGO | Adama |
| DAH | Dagoor |
| PALE | Loufilè |

4. Internal Regulation of CVGT

TITLE I: GENERAL DISPOSITIONS

Article 1: In accordance with dispositions of the joint decree n° 0010/2000/AGRI/MEE/MEF/MATS/MRA related to the constitution, attributions, organization and the functioning of the village commissions of terroir management, it is established in **Dandougou** department of **SIDERADOUGOU**, province of **COMOE** a Village Commission of Terroir Management, in charge of the orientation and coordination of the development actions.

Article 2: Its headquarter is in **DANDOUGOU**.

Article 3: This present internal regulation completes and specifies the above-mentioned dispositions of the decree.

TITLE II: MEMBERS; RIGHTS AND DUTIES OF MEMBERS

Article 4: Members:

Is member of the CVGT, every inhabitant of the village in age to vote.

Article 5: Members' rights

Any active member has right:

- to take part in the general assemblies and to vote as all the other members;
- to be informed by the executive staff or any structure of the CVGT about activities and organization;
- to be selected or proposed in one of sub- specialised commissions if he meets all the required conditions;
- to requested the convocation of an extraordinary general assembly. This assembly is held when the 2/3 of the members formulate the request with the executive staff of the CVGT. This assembly should be held at least during the one month of deadline;
- to require control on the functioning and finances of the CVGT. This control is held when the 2/3 of the members formulate the request with the executive staff of the CVGT.

Article 6: Duties of the members

Any active member has duty:

- to take part in the general assemblies and its deliberations;
- to participate into the formulation of the terroir management plan;
- to take part in the implementation of actions of terroir management plan;
- to carry out in efficient way any mission entrusted to him by the CVGT
- to respect the present regulations and decisions taken in due form by the general assembly or by the executive staff of the CVGT;
- to privilege the dialogue, consensus and the joint action;
- to promote the discipline spirit, mutual respect and research of the common well-being.

TITLE III: FUNCTIONING

Article 7: The CVGT is composed with following structures:

- a general assembly
- an executive staff
- specialized sub-commissions
- a monitoring and control committee

Chapter 1 the General Assembly of the CVGT

Article 8: The General Assembly is composed with:

- three (03) representatives (delegates) of each socio-economical, cultural or traditional organisation recognised in the village;
- all members of the executive staff of the CVGT;
- two (02) members of each specialized sub-commission
- six (06) members of the monitoring and control committee
- four (04) representatives or delegates of inhabitants living in the village.

Article 9: The General Assembly is the top structure of the CVGT. It is the only one to order expenditure. It gathers itself in accordance with the decree n°0010/2000/AGRI/MEE/MEF/MATS/MRA. The convocation is made by the chairman of the CVGT and is sent to the different structures of the CVGT one month before its holding. But in case of extraordinary session, the convocation is made at least one week before.

Article 10: Whatever the case, the convocation should mentioned the agenda, the date, the meeting place and the starting time.

Chapter 2 : The Executive Staff

Article 11: Can be member of the CVGT staff, any member which the application has been proposed by the basic organization to which he belongs. Regarding the quality and morality of applicants, the general assembly can propose by consensus the nomination of some

Article 12: Any member desirous to be a president, secretary or treasurer should absolutely be educated or has followed an alphabetisation.

Article 13: The staff is gathered once per quarter by convocation of its president. It sits if the absolute majority is acquired. In opposite case, it sits two weeks later without condition.

Article 14: The staff can sit extraordinarily either on convocation of its president, or on request of the third (1/3) of its members.

Article 15: The members must receive the convocation at least one (1) week before the holding of the meeting, in which the agenda, the date, the time and place are mentioned.

The fees related to the staff members transportation for missions outside the village, are reimbursed in accordance with the fixed rate in consensual way

Chapter 3: Missions of the Staff Members

Article 16: The president

- represents the CVGT in all the civil, socio-economic and juridical acts. Can starts proceedings at the name of the group
- manages the staff meetings and the general assembly sessions
- the president conducts expenditure ordered by the general assembly. For this fact, he jointly signs with the treasurer documents relating to the withdrawal of funds.
- in case of non-availability, the vice-president replaces him.

Article 17: The secretary

- he ensures the secretariat of all the meetings held by the staff
- he writes the minutes of meeting, correspondences and convocations for sessions of the staff and the general assembly
- he is the keeper of records. He is replaced by his deputy in case of non-

availability.

Article 18: The treasurer

- he has in charge the funds and property management of the group
- he prepares and signs jointly with the president financial documents of the CVGT
- he updates the accounting. He cannot keep in his hand more than F CFA in his cashbox
- he informs the staff about all the accomplished actions; his deputy replaces him in case of non-availability.

Article 19: The representative of each specialized sub-commission

He is the principal relay between the sub-commission of which he belongs and the staff. For this reason:

- he makes reports of meetings held with the staff to his sub-commission
- he prepares the working sessions of his sub-commission with the CVGT staff
- he submits to the CVGT, any minutes of meeting of his sub-commission
- he takes care of the efficient execution of any mission entrusted to his sub-commission by the CVGT staff.

Article 20: The representatives of women and youth organisations

They have the same functions as the representatives of specialised sub-commissions defined in article 18.

Article 21: In case of death of the president, the treasurer or the secretary, his deputy replaces him until the end of the working term in progress.

Chapter 4 Specialized Sub-Commissions

Section 1: The land sub-commission

Article 22: Are members of the land sub-commission, all authorities or village responsible having in charge the land management.

Article 23: The land sub-commission is charged to light and contribute in the taking decision of the CVGT staff concerning land issues.

Article 24: It gathers itself every four (4) months on convocation of its responsible. It sits if the absolute majority is acquired. In the contrary case, it sits one week later without condition.

Article 25: It can sit extraordinarily, either at the request of the CVGT, or of its responsible,

or of the third (1/3) of its members.

Article 26: The members must receive the convocation at least one (1) week before the holding of the meeting, in which the agenda, the date, the time and place are mentioned.

Article 27: Any meeting of the sub-commission must be the subject of a minute of meeting. The minute is written by the secretary of meeting. In case where there is no literate person in the sub-commission, the CVGT staff could elect one by co-option.

Section 2: The other sub-commissions

Article 28: They are :

- 1) Agriculture
- 2) Breeding
- 3) Conflicts management
- 4) Fishing

They function like the land sub-commission.

Section 3: The committee of monitoring and control

Article 29: It must carry out at least two (2) controls before the holding of the ordinary session of the general assembly. The content of elaborated documents concerning these controls must be reported to the general assembly.

Article 30: The monitoring and control committee must comprise obligatorily at least two (2) literate members.

Article 31: The function of committee member is incompatible with any other function in the CVGT.

TITLE IV : RESOURCES

Article 32: The resources of the CVGT is comprised with:

- contributions of its members
- receipts resulting from achieved activities or in progress
- donation, legacy and subsidies of the CVGT.

Article 33: The contributions in the framework of the CVGT activities are related to micro-projects to be achieved. The different local organisations according to the

requested cost sharing organise themselves to honour the amount.

Article 34: The funds are only collected with the basic or specific organizations. These funds once collected must be deposited in the bank account of the CVGT.

Article 35: The funds resulting from donations and subsidies are obligatorily deposited in the bank account of the CVGT.

Article 36: The funds collected in the framework of micro-project implementation cannot be used for other purpose without preliminary authorization of the general assembly.

TITLE V : DISCIPLINE – SANCTIONS

Article 37: Any resignation of one structure of the CVGT, particular the staff members, the representatives of the specialized sub-commissions and members of the committee of monitoring and control must be subject of a writing addressed to the president. The member who has resigned must be heard by the executive staff write a minute of meeting for this purpose and submits it to the appreciation of the general assembly which decides.

Article 38: The non-execution of missions entrusted by the CVGT to any member, concerning the research of dialogue, the discipline spirit and the mutual respect, involve sanctions.

Article 39: The following sanctions are applied according to cases:

- the warning
- the suspension

Article 40: The warning comes under the responsibility of the executive staff which reports to the general assembly.

Article 41: The suspension and exclusion come under the exclusive responsibility of the general assembly and regarding the report of the executive staff. The concerned person can be heard by the general assembly.

Article 42: The suspension can be applied only after two warnings.
The duration of the suspension is fixed by the general assembly but is pronounced during the three (3) months in progress. Only the General Assembly is able to appreciate the suspensions. After this time, if the concerned person does not meet the necessary conditions his exclusion is pronounced.

Article 43: The suspension and exclusion are pronounced in the absolute majority of present members and voters.

Article 44: Any member responsible of following acts: misappropriation of funds, subversion, is liable to exclusion.

Article 45: Any excluded member and who agrees to repair mistakes can join again the group on decision in absolute majority of the general assembly.

TITLE VI : FINAL DISPOSITIONS

Article 46: The modification of the Internal Regulation can be only done by the general assembly, with the 2/3 of present members, aptly competent.

Established at DANDOUGOU on October 5th, 2002.

The Constitutive Assembly

The Chairman of meeting

The Secretary of meeting

DAH Sansan Sipour

OUEREMI Salam

5. Official Certificate from Provincial Authority

**MINISTRY OF TERRITORIAL
ADMINISTRATION AND DECENTRALIZATION**

**Burkina Faso
Unity- Progress-Justice**

PROVINCE OF COMOÉ

HIGH COMMISSION OF BANFORA

DECREE N° 2003-006/MATD/PCMO/HC
RELATED TO THE ESTABLISHMENT,
ATTRIBUTIONS, ORGANISATION, AND
FUNCTIONING OF VILLAGER COMMISSION
OF TERROIR MANAGEMENT (CVGT) OF
DANDOUGOU (DEPARTMENT OF SIDERADOUGOU)

The High Commissioner of Comoé Province

- Considering the Constitution;
- Considering the Decree n° 2002-204/PRES of June 6th, 2002, related to the nomination of the Prime Minister;
- Considering the Decree n° 2002-205/PRES/PM of June 10th, 2002, related to the composition of the Government of Burkina Faso;
- Considering the Law n° 041/98/AN of August 1998, related to the organisation of the Administration of the Territory of Burkina Faso;
- Considering the order n° 84-055/CNR/PRES of August 4th, 1984, related to the national territory division into 30 provinces, and 250 departments, and its additional clause n° 85-046/CNR/PRES of 29 August 29th, 1985, related to the establishment of 50 others departments;
- Considering the Law n°09/96/ADP/of April 24th, 1996 related to the establishment of 15 new provinces;
- Considering the Decree n° 94-306/PRES/PM/MATS of August 2nd, 1992, related to the attribution of a High Commissioner to the province, the Prefect to the

- Department, the Mayor to the commune, the village Administrative Responsible or of Sector;
- Considering the law n° 014/96/ADP of May 23rd, related to the land reform and landed property reorganisation in Burkina Faso;
- Considering the law n° 014/99/AN of April 15th, 1999 related to the regulation of the cooperative organisations and groups;
- Considering the decree n° 97-054/PRES/PM/MEF of February 6th, 1997, related to conditions and modalities of applying of the law concerning the land reform and landed property reorganisation in Burkina Faso;
- Listened the Ministry Council in its session of Wednesday 31st, of July 2002, related to the nomination of High Commissioners of Provinces;
- Considering the joint decree n° 0010/2000/AGRI/MEE/MEF/MATS/MRA of February 3rd, 2000 relating to the constitution, to the attributions, to the organisation and the functioning of Village Commissions of Terroir Management;
- Considering the request of the president of the villager Commission of Terroir Management (CVGT) of Dandougou;

DECREE

Article 1: In Dandougou (Sideradougou department), a Village Committee of Terroirs Management (CVGT) has been created.

Article 2: The staff of this created Commission is composed as following:

| | | |
|--|------------|---------------|
| President | OUEREMI | Salam |
| Vice-President | OUATTARA | Madou |
| Secretary | DAH | Sansan Sipour |
| Treasurer | OUATTARA | Baya |
| Deputy Treasurer | SAWADOGO | Amadé |
| Representative of specialised sub-commission of Land | : OUATTARA | Bali |
| Representative of women groups | : SAWADOGO | Mariam |
| Representative of youth groups | : OUATTARA | Lassina |

| | | |
|---|------------|----------|
| Representative sub-commission of agriculture | : OUATTARA | Zakaria |
| Representative sub-commission of breeding | : SIDIBE | Boureima |
| Representative sub-commission of conflicts management | : OUEREMI | Issa |
| Representative sub-commission of fishing | : OUATTARA | Sokankan |

Article 3: The CVGT of Dandougou is organised in sub-commissions and in monitoring committee and control which is composed as following:

SUB-COMMISSION OF LAND

| | |
|----------|------------|
| OUATTARA | Bissiri |
| OUATTARA | Baly |
| OUATTARA | Souleymane |
| OUATTARA | Abou |

SUB-COMMISSION OF AGRICULTURE

| | |
|-----------|-----------|
| OUATTARA | Zakalia |
| OUEDRAOGO | Mamouna |
| OUEDRAOGO | Abdoulaye |
| OUEDRAOGO | Amado |
| OUEDRAOGO | Sayouba |
| KAMBOU | Dibrehto |
| OUATTARA | Sita |
| OUATTARA | Doulaye |
| PALE | Colette |

SUB-COMMISSION OF BREEDING

| | |
|----------|-----------|
| DIALLO | Saly |
| SIDIBE | Boureima |
| DAH | Tifaté |
| SIDIBE | Abdoulaye |
| OUEREMI | Salam |
| OUATTARA | Bème |

SUB-COMMISSION OF CONFLICTS MANAGEMENT

| | |
|----------|------------|
| DAH | Tifaté |
| OUATTARA | Souleymane |
| OUATTARA | Mamadou |
| OUATTARA | Domba |
| SIDIBE | Léla |
| OUEREMI | Issa |

SUB-COMMISSION OF FISHING

| | |
|----------|---------|
| BARRY | Boukary |
| OUATTARA | Sokanga |

SUB-COMMISSION OF SUPERVISION AND CONTROL

| | |
|-----------|-----------|
| KOAMA | Dominique |
| OUEDRAOGO | Adama |
| DAH | Dagoor |
| PALE | Loufilè |

Article 4: The CVGT of Dandougou has as allocations:

- to assure the coordination of development actions in terroir scale;
- to facilitate consulting setting between different actors of natural resources management and the harmonisation of actions undertaken by the government technical services;
- to assure and supervise missions of local management of land, local planning, management of basic infrastructures or the management of natural resources and fauna in the terroir;
- its major mission is to assure economic and social development of the village, the preservation of the environment, to improve population life condition for struggling against poverty, the management of villagers forests, grazing, fauna mainly natural resources of the terroir, to assure the village supervision about biodiversity zone, and to participate to operations of struggle against the poaching organised by forestry services.

Article 5: The staff of this CVGT has particularly in charge below missions:

- to establish a development plan of the village (PDV, PGT), submit it for adoption, and improve it periodically;
- to seek for and sign contracts with private partners for the implementation of the PDV(Villager Plan of Development);
- to establish the report of activities which is to be submitted in General Assembly;
- to propose the establishment of specialised management committees;
- to prepare and convoke General Assemblies;
- to manage the accounts, capital goods of the CVGT;
- to prepare the budget of the CVGT and assure its well execution;
- to propose in General Assembly distinctions or rewards for deserving members;
- to propose in General Assembly disciplinary sanctions for bad behaviour in the Group;
- to negotiate contracts and conventions with companies for the sustainable management of the natural resources in the terroir;
- to develop initiatives which can allow to the CVGT advantages and privileges agreed to groups and institutions with public characters

Article 6: The General Assembly is the absolute organ of the CVGT, it discusses about all questions submitted to CVGT appreciation. The General Assembly is settled by the constitutive villagers assembly through election and/or through nomination according to the article n°9 of decree n° 0010/2000/AGRI/MEE/MEF/MATS/MAR of 2000/02/03.

Article 7: Deliberations of General Assembly are finalised by Minutes of Meetings recorded in a minute book and signed by the President and the Secretary of meeting. These minutes of meeting must be write during the 7 days following the General Assembly, one copy is transmitted to the competent territorial local administrative authority.

Article 8: The General Assembly of the CVGT is gathered at least one time per year in ordinary session. It can gather itself in extraordinary session in case of need.

Article 9: The present decree will be registered, published and communicated everywhere in case of need.

C.C

Banfora, January 9th 2003

- **MATD**

- **MECV**

- **MAHRH**

- **MED**

Jean BASSONO

- **MRA**

Qualified Teacher

- **PREFECT SIDERA**

- **DPCV/C**

- **SDECV**

- **PNGT2**

6. Bank Account of CVGT



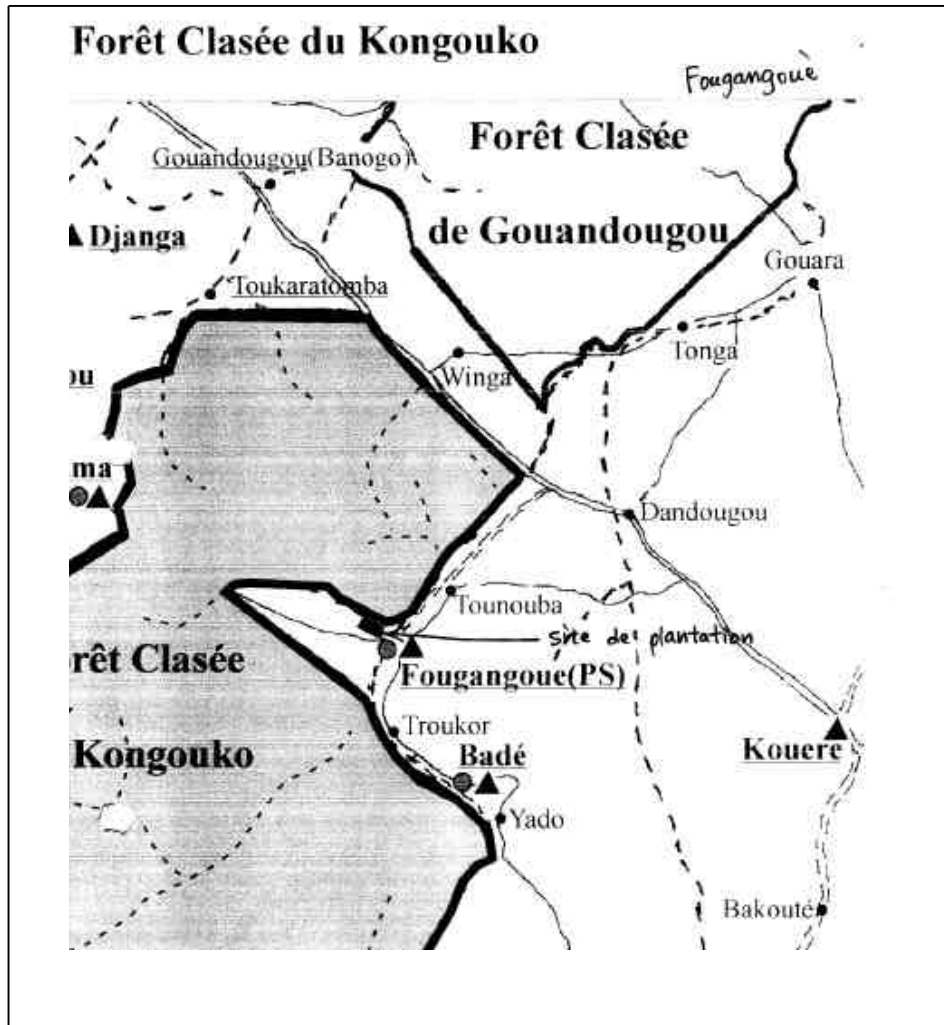
| Date | Libelle | Debit | Credit | Saldo | Avant en lettres | Signature Agent CNCA |
|----------|-----------|---------|---------|---------|------------------|----------------------|
| 20/10/14 | U | | Saldo | 910.500 | | |
| 20/10/14 | R | | 110.000 | 800.500 | | |
| 20/10/14 | Versement | 475.000 | | 325.500 | | |
| 20/10/14 | R | | 104.000 | 221.500 | | |
| 20/10/14 | R | | 705.700 | 515.800 | | |
| 20/10/14 | R | | | | | |

7. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- CVGT(GGF) of Fougangoue Village -
(No Official Recognition of GGF)

1. Plantation Site



2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Kongouko forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the CVGT of Fougangoue. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Kongouko is a forest which is nowadays strongly degraded. The concern of the CVGT of Fougangoue will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the CVGT of Fougangoue in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,
- The supervision of the forest reserve,

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the CVGT of Fougangoue:

- To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;

- The location of the plantation site;
- Surface area and materialized limits of the plantation;
- The species selection for the afforestation and the reasons of the choice (species).
 - To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
 - To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.

CHAPTER III. OBLIGATIONS OF THE CVGT OF FOUANGOUE.

Article 2. The CVGT of Fougangoue commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The CVGT of Fougangoue commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be apply and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the it must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY TH EXPLOITATION OF FOREST RESERVES.

Article 4. The CVGT of Fougangoue commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the

involved actors in accordance with a key of consensual sharing.

The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stere
- Share of CVGT: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The CVGT of Fougangoue commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The CVGT of Fougangoue commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, the CVGT of Fougangoue commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the CVGT of Fougangoue commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the CVGT of Fougangoue. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specifications and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specifications the Forest Service reserves itself the right to break off the contract.

Did in Fougangoue, July 9th , 2004.

The Forestry Service

The CVGT of Fougangoue

The Provincial Director

The responsible S/C of Environment

Moctar SANOGO

Daouda TRAORE

Planning of Plantation Activities

| | |
|-----------------------------------|---|
| Period and duration of plantation | From July 26 th to August 2 nd , 2004 |
| Location of the plantation site | Out of the forest reserve |
| Surface area | 1,5 ha |
| Selected species for planting | <i>Anacardium occidentale</i> : 750 plants |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree |

Squads of Supervision

| | |
|--------------------------------------|-------------|
| Total number of supervision per year | 104 outings |
| Frequency of supervision per week | 2times/week |

3. Member List of CVGT

MEMBERS LIST OF THE CVGT STAFF

| | | |
|------------------|-----------------|----------------|
| President | SAGNON | Drissa |
| Vice-President | OUATTARA | Ladji |
| Secretary | KONDE | Ali |
| Treasurer | KINDO | Salam |
| Deputy Treasurer | TRAORE | Daoudou |

SUB-COMMISSION OF LAND

| | |
|----------|----------------------|
| OUATTARA | Ardjouma:Responsible |
| OUATTARA | Bassiriki: Member |
| OUATTARA | Ladji: Member |

SUB-COMMISSION OF AGRICULTURE

| | |
|------------------|-------------|
| OUATTARA Abou: | Responsible |
| KINDO Boureima : | Member |
| SAGNON Karim : | Member |

SUB-COMMISSION OF ENVIRONMENT

| | |
|--------------------|-------------|
| TRAORE Daouda | Responsible |
| OUATTARA Kassoum : | Member |
| KOULIBALY Samba | Member |

SUB-COMMISSION OF BREEDING

| | |
|--------------------|-------------|
| DIALLO Ali | Responsible |
| OUATTARA Abdoulaye | Member |
| GONDE Noufou | Member |

SUB-COMMISSION OF WOMAN ACTIVITIES PROMOTION

| | |
|-------------------|-------------|
| OUATTARA Fanta | Responsible |
| OUATTARA Maminata | Member |
| OUEDRAOGO Abi | Member |

SUB-COMMISSION OF YOUTH

| | |
|---------------|-------------|
| ZALLE Ousséni | Responsible |
| TRAORE Daouda | Member |
| OUATTARA Sali | Member |

SUB-COMMISSION OF SUPERVISION AND CONTROL

| | |
|-------------------|-------------|
| TRAORE Bema | Responsible |
| KINDO Lassina | Member |
| OUATTARA Korotimi | member |

4. Internal Regulation of CVGT

TITLE I: GENERAL DISPOSITIONS

Article 1: In accordance with dispositions of the joint decree n° 0010/2000/AGRI/MEE/MEF/MATS/MRA of 03 February 2000 related to the constitution, attributions, organization and the functioning of the village commissions of terroir management, it is established
in **FOUGANGOUE**
department of **SIDERADOUGOU**
province **of COMOE**
a Village Commission of Terroir Management, in charge of the orientation and coordination of the development actions.

Article 2: Its headquarter is in **FOUGANGOUE**.

Article 3: This present internal regulation completes and specifies the above-mentioned dispositions of the decree.

TITLE II: ATTRIBUTIONS

Section 1 General Attributions

Article 4: In the present Internal Regulation, Village Commission of Terroir Management is the local structure charged to ensure the orientation and the coordination of the development actions in terroir scale.
The CVGT ensures the general mission of orientation and coordination of the development actions in collaboration and with the support of the government technical services and other partners the development.

Section 2 Specific Attributions

Article 5: In the framework of its mission achievement, the Village Commission of Terroir Management is particularly in charge with attribution, the evaluation and the withdrawal of national lands property at the village level. It is also in charge of the formulation of the terroir development and management plans. Moreover, the CVGT is charged to ensure the management of the Community infrastructures, the village forests, the pastures, the fauna and in general the natural resources of the terroir.

TITLE III: MEMBERS, RIGHTS AND DUTIES OF MEMBERS

Article 6: Member:

Is member of the CVGT, every inhabitant of the village in age to vote.

Article 7: Members' rights

Any active member has right:

- to take part in the general assemblies and to vote all the other members;
- to be informed by the executive staff or any structure of the CVGT about activities and organization;
- to be selected or proposed in one of sub- specialised commissions if he meets all the required conditions;
- to requested the convocation of an extraordinary general assembly. This assembly is held when the 2/3 of the members formulate the request with the executive staff of the CVGT. This assembly should be held at least during the one month of deadline;
- to require control on the functioning and finances of the CVGT. This control is held when the 2/3 of the members formulate the request with the executive staff of the CVGT.

Article 8: Duties of the members

Any active member has duty:

- to take part in the general assemblies and its deliberations;
- to participate into the formulation of the terroir management plan;
- to take part in the implementation of actions of terroir management plan;
- to carry out in efficient way any mission entrusted to him by the CVGT
- to respect the present regulations and decisions taken in due form by the general assembly or by the executive staff of the CVGT;
- to privilege the dialogue, consensus and the joint action;
- to promote the discipline spirit, mutual respect and research of the common well-being.

TITLE IV : ORGANIZATION AND FUNCTIONING

Article 9: The CVGT is composed with following structures:

- a general assembly
- an executive staff
- specialized sub-commissions

- a monitoring and control committee

Chapter 1 the General Assembly of the CVGT

Article 10: The General Assembly is composed with:

- all the representatives of districts recognized in the village;
- all members of the executive staff of the CVGT;
- all members of each specialized sub-commission
- all members of the monitoring and control committee

Article 11: The General Assembly is the top structure of the CVGT. It is the only one to order expenditure. It gathers itself in accordance with the decree n°0010/2000/AGRI/MEE/MEF/MATS/MRA of February 03rd, 2000. The convocation is made by the president of the CVGT and is sent to the different structures of the CVGT one month before its holding. But in case of extraordinary session, the convocation is made at least one week before.

Article 12: The General Assembly is indicated:

- to designate the members of the executive staff, including responsible of the specialized sub-commissions
- to adopt the internal regulation of the CVGT

Article 13: Moreover, the General Assembly of the CVGT exerts the following powers:

- to approve projects of development and management plans the terroir
- supervise the good implementation of the whole missions entrusted to the executive staff
- to stop the staff members duties
- to approve the financial statement

Article 14: The General Assembly of the CVGT gathers itself at least once per year in ordinary session. It can gather itself in extraordinary session if necessary.

Article 15: The president of the executive staff of chairs The General Assembly CVGT.

Article 16: The General Assembly is only gathered validly if at least half of its members is present. Deliberations of the General Assembly are acquired in the simple majority of voters. However, the staff can be dislocated only in the majority of the 2/3 of the voters.

Article 17: Whatever the case, the convocation must comprise the agenda, the date, the place and the meeting time.

Chapter 2 : The Executive Staff

Section 1 : Organization and Functioning

Article 18: The Village Commission of Terroir Management is managed by one Executive staff composed with following members:

- a president
- a vice-president
- a secretary
- a deputy secretary
- a treasurer
- a deputy treasurer
- a representative of each specialized sub-commission.

Article 19: The members of the CVGT staff are selected by the General Assembly of the CVGT. When circumstances justify it, the general assembly can propose by consensus the nomination of certain members by taking into account historical, social and cultural realities of the area.

Article 20: The CVGT staff ensures the daily management of activities of the commission. It takes responsibilities of its actions in front of the General Assembly of the CVGT.

Article 21: The staff deliberates on issues recorded on its meeting agenda. The population is informed of deliberations by all means.

Article 22: The staff members are elected for a renewable duration of 3 years. Their working is free.

Article 23: Can be member of the CVGT staff, any member which the application has been proposed by the basic organization to which he belongs. Regarding the quality and morality of applicants, the general assembly can propose by consensus the nomination of some

Article 24: Any member desirous to be a president, secretary or treasurer should absolutely be educated or has followed an alphabetisation.

Article 25: The staff is gathered once per quarter by convocation of its president. It sits if the absolute majority is acquired. In opposite case, it sits two weeks later without condition.

Article 26: The staff can sit extraordinarily either on convocation of its president, or on request of the third (1/3) of its members.

Article 27: The members must receive the convocation at least one (1) week before the

holding of the meeting, in which the agenda, the date, the time and place are mentioned.

Article 28: The fees related to the staff members transportation for missions outside the village, are reimbursed in accordance with the following dispositions:

- the travelling expenses are totally reimbursed on the basis of tariff applied in the village for the mission (if this mission is not supported by another structure);
- the fees for food are fixed on 1000 FCFA/day;
- the accommodation fees are fixed on 2000 FCFA/night.

Section 2 Missions of the staff members

Article 29: *The presidents*

- represents the CVGT in all the civil, socio-economic and juridical acts. Can start proceedings at the name of the group
- manages the staff meetings and the general assembly sessions
- the president conducts expenditure ordered by the general assembly. For this fact, he jointly signs with the treasurer documents relating to the withdrawal of funds.
- in case of non-availability, the vice-president replaces him.

Article 30: *The secretary*

- he ensures the secretariat of all the meetings held by the staff
- he writes the minutes of meeting, correspondences and convocations for sessions of the staff and the general assembly
- he is the keeper of records. He is replaced by his deputy in case of non-availability.

Article 31: *The treasurer*

- he has in charge the funds and property management of the group
- he prepares and signs jointly with the president financial documents of the CVGT
- he updates the accounting. He cannot keep in his hand more than **25.000 F** CFA. Especially, in case of micro-project execution, he can keep **100.000 F** CFA.
- he informs the staff about all the accomplished actions; his deputy replaces him in case of non-availability.

Article 32: *The representative of each specialized sub-commission*

He is the principal relay between the sub-commission of which he belongs and the staff. For this reason:

- he makes reports of meetings held with the staff to his sub-commission
- he prepares the working sessions of his sub-commission with the CVGT staff
- he submits to the CVGT, any minutes of meeting of his sub-commission
- he takes care of the efficient execution of any mission entrusted to his sub-commission by the CVGT staff.

Article 33: In case of death of the president, the treasurer or the secretary, his deputy replaces him until the end of the working term in progress.

Chapter 3 **Specialized sub-commissions**

Article 34: The Village Commission of Terroir Management (CVGT) can organize itself in specialized sub-commissions according to the initiated activities at the village level.

Article 35: The specialized sub-commissions are charged to ensure the realization and the management of activities for what they have been established. Each sub-commission is headed by one responsible, selected by the General Assembly for three renewable years. The same person cannot be member of more than one sub-commission at the same time excepted in the case of insufficiency of key persons.

Article 36: It gathers itself every four (4) months on convocation of its responsible. It sits if the absolute majority is acquired. In the contrary case, it sits one week later without condition.

Article 37: It can sit extraordinarily, either at the request of the CVGT, or of its responsible, or of the third (1/3) of its members.

Article 38: The members must receive the convocation at least one (1) week before the holding of the meeting, in which the agenda, the date, the time and place are mentioned.

Article 39: Any meeting of the sub-commission must be the subject of a minute of meeting. The minute is written by the secretary of meeting. In case where there is no literacy person in the sub-commission, the CVGT staff could elect one by co-option.

Section 1 **The land sub-commission**

Article 40: In accordance with article 46 of the law n°14/96/ADP of May 23rd, 1996 concerning land reorganization, the CVGT comprises a land sub-commission.

Article 41: Are members of the land sub-commission, all authorities or village responsible having in charge the land management.

Article 42: The land sub-commission is charged to light and contribute in the taking decision of the CVGT staff concerning land issues. For this reason its missions consists to:

- manage the access to land (attributions, withdrawal, management of conflicts related to land and natural resources);
- carry out a prospective thinking and to make proposals concerning management of the national land property at the village level, the CVGT staff level, which analysed it and submits into approval of the CVGT General Assembly.

Section 2 **The other sub-commissions**

Article 43: They are five (5):

- the sub-commission of Environment and Forestry
- the sub-commission of Promotion of Women Activities
- the sub-commission Support for Youth Initiatives
- the sub-commission of Agriculture
- the sub-commission of Breeding

They function like the land sub-commission.

Chapter 5 **The committee of monitoring and control**

Article 44: The committee of monitoring and control is charged to supervise the good execution of the CVGT activities and to control the resources management of the CVGT. It makes reports to the general assembly of the CVGT. The CVGT committee of monitoring and control is composed by three members selected by the General Assembly. The functions of staff member and member of the committee monitoring and control are incompatible.

Article 45: The committee of monitoring and control can check anytime the management of

resources. It examines the financial report and formulates its observations at the CVGT general assembly.

Article 46: In the framework of the development projects and programs implementation, the CVGT can manage funds put into their disposal on the basis of protocols with management structures of these projects and programs.

Article 47: It must carry out at least two (2) controls before the holding of the ordinary session of the general assembly. The content of elaborated documents concerning these controls must be reported to the general assembly.

Article 48: The monitoring and control committee must comprise obligatorily at least two (2) literate members.

Article 49: The function of committee member is incompatible with any other function in the CVGT.

TITLE V : RESOURCES

Article 50: The resources of the CVGT is comprised with:

- contributions of its members
- receipts resulting from achieved activities or in progress
- donation, legacy and subsidies of the CVGT.

Article 51: The annual contributions are fixed at 25Francs CFA/for any person in age to vote

Article 52: The CVGT can initiate other contributions according to the micro-projects to be realized. The different organizations according to the requested financing amount, organize themselves to honour the amount.

Article 53: The funds are only collected by the treasurer and his deputy with the basic or specific organizations. These funds once collected must be deposited in the bank account of the CVGT.

Article 54: The funds resulting from donations and subsidies are obligatorily deposited in the bank account of the CVGT.

Article 55: The funds collected in the framework of micro-project implementation cannot be used for other purpose without preliminary authorization of the general assembly.

Article 56: The funds management is ensured by the CVGT staff. The staff is requested to provide to the annual general assembly a report about the resources management for examination and approval.

TITLE VI : DISCIPLINES - SANCTIONS

Article 57: Any resignation of one structure of the CVGT, particular the staff members, the representatives of the specialized sub-commissions and members of the committee of monitoring and control must be subject of a writing addressed to the president. The member who has resigned must be heard by the executive staff write a minute of meeting for this purpose and submits it to the appreciation of the general assembly which decides.

Article 58: The non-execution of missions entrusted by the CVGT to any member, concerning the research of dialogue, the discipline spirit and the mutual respect, involve sanctions.

Article 59: The following sanctions are applied according to cases:

- the warning
- the suspension
- exclusion

Article 60: The warning comes under the responsibility of the executive staff which reports to the general assembly.

Article 61: The suspension and exclusion come under the exclusive responsibility of the general assembly and regarding the report of the executive staff. The concerned person can be heard by the general assembly.

Article 62: The suspension can be applied only after two warnings. The duration of the suspension is fixed by the general assembly but is pronounced during the three (3) months in progress. Only the General Assembly is able to appreciate the suspensions. After this time, if the concerned person does not meet the necessary conditions his exclusion is pronounced.

Article 63: The suspension and exclusion are pronounced in the absolute majority of present members and voters.

Article 64: Any member responsible of following acts: misappropriation of funds, subversion, is liable to exclusion.

Article 65: Any excluded member and who agrees to repair mistakes can join again the group on decision in absolute majority of the general assembly.

TITLE VII : PARTICULAR DISPOSITIONS:

The inter-villager commissions of terroirs management

Article 66: The Village Commission of Terroir Management can gather with one or more other village commissions to constitute one (or more) Inter-Villager Commission of Terroir Management in order to manage a development project or to carry out a common activity.

Article 67: The specific Internal Regulation will specify the functioning of (a / the) established Inter-Villager Commission of Terroir Management

TITLE VIII : FINAL DISPOSITIONS

Article 68: The modification of the Internal Regulation can be only done by the general assembly, with the 2/3 of present members, aptly competent.

Established at FOUGANGOUE on July 21st, 2003.

The Constitutive Assembly

The Chairman of meeting

The Secretary of meeting

5. Official Certificate from Provincial Authority

**MINISTRY OF TERRITORIAL
ADMINISTRATION AND DECENTRALIZATION**

**Burkina Faso
Unity- Progress-Justice**

PROVINCE OF COMOÉ

HIGH COMMISSION OF BANFORA

DECREE N° 2003-037/MATD/PCMO/HC
RELATED TO THE ESTABLISHMENT,
ATTRIBUTIONS, ORGANISATION, AND
FUNCTIONING OF VILLAGER COMMISSION
OF TERROIR MANAGEMENT (CVGT) OF
FOUGANGOUE (DEPARTMENT OF SIDERADOUGOU)

The High Commissioner of Comoé Province

- Considering the Constitution;
- Considering the Decree n° 2002-204/PRES of June 6th, 2002, related to the nomination of the Prime Minister;
- Considering the Decree n° 2002-205/PRES/PM of June 10th, 2002, related to the composition of the Government of Burkina Faso;
- Considering the Law n° 041/98/AN of August 1998, related to the organisation of the Administration of the Territory of Burkina Faso;
- Considering the order n° 84-055/CNR/PRES of August 4th, 1984, related to the national territory division into 30 provinces, and 250 departments, and its additional clause n° 85-046/CNR/PRES of August 29th, 1985, related to the establishment of 50 others departments;
- Considering the Law n° 09/96/ADP of April 24th, 1996 related to the establishment of 15 new provinces;
- Considering the Decree n° 94-306/PRES/PM/MATS of August 2nd, 1992, related to the

attribution of a High Commissioner to the province, the Prefect to the Department, the Mayor to the commune, the village Administrative Responsible or of Sector;

Considering the law n° 014/96/ADP of May 23rd, related to the land reform and landed property reorganisation in Burkina Faso;

Considering the law n° 014/99/AN of April 15th, 1999 related to the regulation of the cooperative organisations and groups;

Considering the decree n° 97-054/PRES/PM/MEF of February 6th, 1997, related to conditions and modalities of applying of the law concerning the land reform and landed property reorganisation in Burkina Faso;

Listened the Ministry Council in its session of Wednesday 31st, of July 2002, related to the nomination of High Commissioners of Provinces;

Considering the joint decree n° 0010/2000/AGRI/MEE/MEF/MATS/MRA of February 3rd, 2000 relating to the constitution, to the attributions, to the organisation and the functioning of Village Commissions of Terroir Management;

Considering the request of the president of the villager Commission of Terroir Management (CVGT) of Fougangoue(Department of Sideradougou);

DECREE

Article 1: In Fougangoue (Sideradougou department), a Village Commission of Terroirs Management (CVGT) has been created.

Article 2: The staff of this created Commission is composed as following:

| | | |
|--|----------|---------|
| President | SAGNON | Drissa |
| Vice-President | OUATTARA | Ladji |
| Secretary | KONDE | Ali |
| Treasurer | KINDO | Salam |
| Deputy Treasurer | TRAORE | Daoudou |
| Responsible of specialised sub-commission of Land: OUATTARA Ardjouma | | |

| | | |
|--|------------|---------|
| Responsible, sub-commission of agriculture | : OUATTARA | Abou |
| Responsible, sub-commission of Environment | : TRAORE | Daouda |
| Responsible, sub-commission of breeding | : DIALLO | Ali |
| Responsible, of women groups | : OUATTARA | Fanta |
| Responsible, of youth groups | : ZALLE | Ousséni |

Article 3: The CVGT of Fougangoue is organised in sub-commissions and in monitoring committee and control which is composed as following:

SUB-COMMISSION OF LAND

| | | |
|----------|------------|-------------|
| OUATTARA | Ardjouma: | Responsible |
| OUATTARA | Bassiriki: | Member |
| OUATTARA | Ladji: | Member |

SUB-COMMISSION OF AGRICULTURE

| | | |
|----------|------------|-------------|
| OUATTARA | Abou: | Responsible |
| KINDO | Boureima : | Member |
| SAGNON | Karim : | Member |

SUB-COMMISSION OF ENVIRONMENT

| | | |
|-----------|-----------|-------------|
| TRAORE | Daouda | Responsible |
| OUATTARA | Kassoum : | Member |
| KOULIBALY | Samba | Member |

SUB-COMMISSION OF BREEDING

| | | |
|----------|-----------|-------------|
| DIALLO | Ali | Responsible |
| OUATTARA | Abdoulaye | Member |
| GONDE | Noufou | Member |

SUB-COMMISSION OF WOMAN ACTIVITIES PROMOTION

| | |
|-------------------|-------------|
| OUATTARA Fanta | Responsible |
| OUATTARA Maminata | Member |
| OUEDRAOGO Abi | Member |

SUB-COMMISSION OF YOUTH

| | |
|---------------|-------------|
| ZALLE Ousséni | Responsible |
| TRAORE Daouda | Member |
| OUATTARA Sali | Member |

SUB-COMMISSION OF SUPERVISION AND CONTROL

| | |
|-------------------|-------------|
| TRAORE Bema | Responsible |
| KINDO Lassina | Member |
| OUATTARA Korotimi | member |

Article 4: The CVGT of Fougangouan has as allocations:

- to assure the coordination of development actions in terroir scale;
- to facilitate consulting setting between different actors of natural resources management and the harmonisation of actions undertaken by the government technical services;
- to assure the missions of local management of land: the attribution, evaluation and the retirement of national property of land at the village level.
- to elaborate management and development plans of the terroir
- to assure the management of local infrastructures, village forests, pastures, and fauna in the terroir;

Article 5: The General Assembly is the absolute organ of the CVGT, it discusses about all questions submitted to CVGT appreciation.

Article 6: Deliberations of General Assembly are finalised by Minutes of Meetings recorded in

a minute book and signed by the President and the Secretary of meeting. These minutes of meeting must be written during the 7 days following the General Assembly, one copy is transmitted to the competent territorial local administrative authority.

Article 7: The General Assembly is gathered according to the article n°9 of decree n°0010/2000/AGRI/MEE/MEF/MATS/MAR of 2000/02/03.

Article 8: The present decree will be registered, published and communicated everywhere in case of need.

C.C

Banfora, August 4th 2003

- **MATD**

- **MECV**

- **MAHRH**

- **MED**

Jean BASSONO

- **MRA**

Qualified Teacher

- **PREFECT SIDERA**

- **DPCV/C**

- **SDECV**

- **PNGT2**

- **BENEFICIARY**

- **FILING**

6. Bank Account of CVGT

There is no bank account of CVGT.

7. List of Forest Management Equipment

| N° | DESIGNATION | QUANTITY |
|-----------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

- GGF of Bade Village -
(Male and Female Mixed)

1. Plantation Site

Plantation activities were not conducted in 2004.

2. Contract Agreement with Forest Office

PRELIMINARIES

This specifications aim to lay down execution methods of plantation activities and the cutting of deadwood or trees in Kongouko forest reserves through which the concern to establish a mechanism of management able to reconcile interests of the protagonists: forest service, neighbouring populations and the GGF of Bade. In a future, this mechanism should make it possible to valorise the natural resources through a rational and sustainable management by carrying out selective cutting under the control and the supervision of the forest service while preserving a consequent assets. The implementation of all these activities must respect the Management Plan of the Forest Reserves that is elaborating by the JICA Project.

CHAPTER I. Activities to be carried out in the Forest Reserve

Article 1. The forest reserve of Kongouko is a forest which is nowadays strongly degraded. The concern of the GGF will be firstly to reverse the tendency by adding some species in the forest, and by protecting the forest against any form of degradation in order to allow natural regeneration. For this fact, the Forest Service commits to accompany the GGF of Bade in the carrying out of following activities:

- Plantations of local or exotic forest species;
- The promotion of agroforestry in the plantation sites for a definite duration,
- The struggle against bush fires,

- The supervision of the forest reserve,

CHAPTER II. COMMITMENT OF THE FOREST SERVICE

The Forest Service commits to support the GGF of Bade:

- To establish a planning of plantation activities including the following elements:
 - The period and duration of plantation;
 - The location of the plantation site;
 - Surface area and materialized limits of the plantation;
 - The species selection for the afforestation and the reasons of the choice (species).
- To supervise activities through the agent in charge of the department where the forest is located and supported by Provincial Direction.
- To acquire through the support of JICA Project, equipments which will be used in the framework of the forest management.

CHAPTER III. OBLIGATIONS OF THE GGF OF BADE.

Article 2. The GGF commits in the framework of Forests reserves protection against late fires to take an active part in the opening of firebreaks for the period of mid-October in mid-December and if necessary the conducting of early bush burning under the supervision of the Forest Service.

Article 3. The GGF of Bade commits to constitute functional and viable teams of supervision. These teams should work under the supervision of the Forest Service and should respect strictly the instructions to be applied and inform anytime if necessary the forest service in case of noted forest offences. Moreover, the GGF must specify the number of envisaged forest supervision per week.

CHAPTER IV. MANAGEMENT OF FUNDS GENERATED BY THE EXPLOITATION OF FOREST RESERVES.

Article 4. The GGF commits to provide to the forest service the list of its members

Article 5. The funds resulting from the forest exploitation will be distributed with all the involved actors in accordance with a key of consensual sharing.

The sharing of the funds is as follows:

- Share of Woodcutter:..... %
- Forest tax: 300 frcs/stère
- Share of GGF: %
- Fund for Forest Management: 300frcs/stère

The Forest Management fund is a financial contribution assigned for the rehabilitation of the exploited plots, and to the financing of certain technical work in the forest reserve.

Article 6. The GGF of Bade commits to inject 75% of the receipts resulting from the exploitation of the plantations carried out in the forest reserve for its management under the supervision of the forest service.

CHAPTER V. MANAGEMENT OF EQUIPMENTS.

Article 7. The GGF of Bade commits to find a store assigned to the storing of equipments received for plantations management.

Article 8 Moreover, The GGF of Bade commits to use efficiently equipments that they will benefit and to store them at the end of activities. However, the equipments can be rented with third party or entities and the generated receipts will be used for their repair or into the promotion of activities generating incomes. In case of equipment loss, the GGF of Bade

commits to find the responsible or if necessary to replace the lost equipment.

Article 9. The forest service commits to establish a system of control of the equipments received by the GGF of Bade. In case of bad usage, the equipments will be withdrawn with the profit of another GGF.

Article 10. The Forest Service will take care of the strict respect of this Specification and will call on the GGF every time that it will note mistakes in its application.

CHAPTER VI. DURATION

This Specification is established for duration of one (1) renewable year.

CHAPTER VII. DATE OF ITS COMING INTO FORCE

The Specification comes into force from its date of signature.

CHAPTER VIII. MODIFICATION, CANCELLATION AND LITIGATIONS

- Any modification or cancellation of this specifications must be the subject of a written notification or an endorsement accepted by the two parts;
- The non-respect of the terms of this specifications by one or the other part can lead to its cancellation;
- Any litigation resulted from the interpretation and/or the execution of this specifications will be settle out of court;

In case of non-respect of the clauses of this specification the Forest Service reserves itself the right to break off the contract.

Did in Bade, September 1st, 2004.

The GGF of Bade

The Forestry Service

The President **Diakalia OUATTARA**

The Provincial Director **Moctar SANOGO**

Planning of Plantation Activities

| | |
|-----------------------------------|--|
| Period and duration of plantation | From 15 th to 30 th of July 2005 |
| Location of the plantation site | In the forest reserve |
| Surface area | 203 ha |
| Selected species for planting | <i>Anacardium occidentale</i> Agroforestry on 3 years, but the extension of the duration will depend on the forestry service. |
| Reasons of this choice | <i>Anacardium occidentale</i> : fruit tree, good occupation of the space, agroforestry specie, and will generate money with the selling of its nuts. |

Squads of Supervision

| | |
|--------------------------------------|-------------|
| Total number of supervision per year | 104 outings |
| Frequency of supervision per week | 2times/week |

3. Member and Staff List of GGF

Executive staff

| N° | Name and surnames | Sex | GGF | Structure | District |
|----|---------------------------|-----|--|-----------|--------------|
| 1 | OUATTARA Djakalia | M | President | CVGT | Badé Centre |
| 2 | OUATTARA Noufou | M | Deputy President | GPC | Délibougou |
| 3 | OUATTARA Soungalo | M | Secretary | CVGT | Badé Centre |
| 4 | OUEDRAOGO Amidou | M | Deputy Secretary | CVGT | Mossibougou |
| 5 | OUATTARA Filbina Sékou | M | Treasurer | CVGT | Noukoubougou |
| 6 | SAWADOGO Wahabou | F | Deputy Treasurer | GPC | Mossibougou |
| 7 | OUATTARA Moumouni | M | Secretary for information | CVGT | Badé Centre |
| 8 | OUATTARA Bafou | M | Secretary for organisation | CVGT | Badé Centre |
| 9 | OUATTARA Matagari | F | Secretary for women mobilisation | GVF | Badé Centre |
| 10 | BOÏNA Awa | F | Deputy Secretary for women mobilisation | GVF | Badé Centre |

Auditors

| N° | Name and surnames | Sex | GGF | Structure | District |
|----|----------------------------|-----|-------------------------|-----------|-------------|
| 01 | SAWADOGO Zakaria | M | 1 st Auditor | GPC | Mossibougou |
| 02 | OUATTARA Madjaraq Sékou | M | 2 nd Auditor | GPC | Yado |

Advisors

| N° | Name and surnames | Sex | GGF | Structure | District |
|----|-------------------|-----|-------------------------|-----------|-------------|
| 01 | OUATTARA Bakomi | M | 1 st Advisor | CVGT | Badé centre |
| 02 | TALL Amadou | M | 2 nd Advisor | - | Flabougou |

Member List

| | Name and surname | | Sex | Belonging Structure | District |
|-----------|-------------------------|-------------------|------------|----------------------------|-------------------|
| 1 | OUATTARA | Bassidiki | M | Yawa | Dafinbougou |
| 2 | OUATTARA | Djakalia | M | Yawa | Badé Centre |
| 3 | OUATTARA | Ladji | M | GPC yawa | Badé Centre |
| 4 | OUATTARA | Moumouni (DAV) | M | CVGT | Badé Centre |
| 5 | OUATTARA | Abdoulaye | M | - | Kagassa (village) |
| 6 | SANFO | Lassina | M | Yawa | Mossibougou |
| 7 | OUATTARA | Béma | M | Yalé | Kokondjan |
| 8 | OUATTARA | Sékou | M | Yapin | Yado |
| 9 | OUATTARA | Soumaïla | M | Yawa | Dafinbougou |
| 10 | OUATTARA | Drissa | M | Yaoua | Massadalan |
| 11 | OUATTARA | Siaka | M | Yawa | Massadalan |
| 12 | OUATTARA | Singolo | M | Yawa | Dafinbougou |
| 13 | OUATTARA | Karamogo | M | Yawa | Djélibougou |
| 14 | OUATTARA | Boureima | M | Yapin | Dioulabougou |
| 15 | OUATTARA | Ibrahim | M | Yapin | Noukoubougou |
| 16 | OUATTARA | Djakalia | M | Yawa | Djélibougou |
| 17 | SAWADOGO | Nouho | M | Yawa | Mossibougou |
| 18 | OUATTARA | Soungalo | M | Yapin | Djélibougou |
| 19 | OUATTARA | Yacouba | M | Yawa | Dafinbougou |
| 20 | CISSE | Hamadou | M | Breeder | Foulabouhou |
| 21 | OUATTARA | Issouf | M | Yaoua | Badé Centre |
| 22 | SAWADOGO | Issouffou | M | Yapin | Yado |
| 23 | OUATTARA | Souleymane | M | Yawa | Badé Centre |
| 24 | OUEDRAOGO | Issiaka | M | Yapin | Yado |
| 25 | DIALLO | Hamidou | M | Breeder | Foulabougou |
| 26 | SAWADOGO | Harouna | M | Yapin | Yado |
| 27 | SAWADOGO | Daouda | M | Yawa | Mossibougou |
| 28 | BÈLA | Mamoudou | M | Yapin | Yado |
| 29 | OUATTARA | Issa | M | Yawa | Dafinbougou |

| | | | | | |
|----|-----------|------------|---|---------|---------------|
| 30 | OUATTARA | Daouda | M | Yawa | Badé Centre |
| 31 | OUEDRAOGO | Ali | M | Yawa | Mossibougou |
| 32 | OUATTARA | Babou | M | Yawa | Badé Centre |
| 33 | OUEDRAOGO | Abdoulaye | M | Yawa | Mossibougou |
| 34 | OUEDRAOGO | Hamadé | M | Yawa | Mossibougou |
| 35 | SAWADOGO | Wahabou | M | Yawa | Mossibougou |
| 36 | OUEDRAOGO | Boukary | M | Yawa | Mossibougou |
| 37 | SAWADOGO | Boukary | M | Yapin | Yado |
| 38 | SAWADOGO | Diakalia | M | Yawa | Mossibougou |
| 39 | OUATTARA | Bema | M | Yawa | Badé Centre |
| 40 | OUEDRAOGO | Issiaka | M | Yawa | Mossibougou |
| 41 | DIALLO | Massanguié | M | Yapin | Dafinbougou |
| 42 | OUATTARA | Yacouba | M | Yapin | Djélibougou |
| 43 | OUATTARA | Mandjou | M | Yapin | Djélibougou |
| 44 | OUATTARA | Amara | M | Yapin | Dioulabougou |
| 45 | OUATTARA | Abou | M | Yapin | Noukoubougou |
| 46 | OUATTARA | Sékou | M | Yapin | Noukoubougou |
| 47 | OUATTARA | Sirabana | M | Yawa | Badé Centre |
| 48 | COMI | Soulé | M | Yawa | Mossibougou |
| 49 | OUATTARA | Kassoum | M | Yapin | Dioulabougou |
| 50 | OUATTARA | Sidiki | M | Yapin | Yado |
| 55 | OUATTARA | Soumaïla | M | Yawa | Badé centre |
| 56 | OUATTARA | Yaya | M | Yawa | Bade centre |
| 57 | OUATTARA | Madou | M | Yapin | Noukoubougou |
| 58 | OUATTARA | Badjagnina | M | Yapin | Badé centre |
| 59 | BELA | Issa | M | Yapin | Yado |
| 60 | OUEDRAOGO | Soumaïla | M | Yawa | Mossibougou |
| 61 | OUATTARA | Matagari | F | Yawa | Léguemabougou |
| 62 | OUATTARA | Siaka | M | Yapin | Noukoubougou |
| 63 | BARY | Oumarou | M | Breeder | Doukoulani |
| 64 | OUATTARA | Fakouô | M | Yawa | Dafinbougou |
| 65 | OUATTARA | Fatoumata | M | Yawa | Dafinbougou |

| | | | | | |
|----|-----------|------------|---|-------|--------------|
| 66 | OUATTARA | Makoura | F | Yawa | Dafinbougou |
| 67 | OUATTARA | Fatou | F | Yapin | Noukoubougou |
| 68 | OUATTARA | Saranguiè | F | Yapin | Noukoubougou |
| 69 | OUATTARA | Djénéba | F | Yawa | Dafinbougou |
| 70 | OUATTARA | Madjoula | F | Yawa | Dafinbougou |
| 71 | OUATTARA | Nabintou | F | Yawa | Dafinbougou |
| 72 | OUATTARA | Massèta | F | Yapin | Dafinbougou |
| 73 | OUATTARA | Awa | F | Yawa | Dafinbougou |
| 74 | OUATTARA | Korotoumou | F | Yawa | Dafinbougou |
| 75 | OUATTARA | Madjara | F | Yapin | Noukoubougou |
| 76 | RAMDE | Djénéba | F | Yawa | Mossibougou |
| 78 | COULIBALY | Mariam | F | Yawa | Badé centre |
| 79 | BELEM | Bintou | F | Yawa | Mossibougou |
| 80 | OUATTARA | fatouma | F | Yapin | Djélibougou |
| 81 | OUATTARA | Adjara | F | Yawa | Dafinbougou |
| 82 | OUATTARA | Minata | F | Yawa | Dafinbougou |
| 83 | OUATTARA | Djita | F | Yapin | Djélibougou |
| 84 | BOINNA | Awa | F | Yawa | Mossibougou |
| 85 | OUATTARA | Sita | F | Yapin | Djélibougou |
| 86 | ZANGO | Inoussa | M | Yawa | Mossibougou |
| 87 | TRAORE | Dramane | M | Yawa | Mossibougou |
| 88 | OUATTARA | Seydou | M | Yawa | Dafinbougou |
| 89 | OUATTARA | Bakomi | M | Yawa | Badé centre |
| 90 | MOMON | Madeleine | F | Yapin | Djélibougou |

4. Internal Regulation of GGF

SECTION I : GENERAL DISPOSITION

The present Internal Regulation which should henceforth regulate the life of the members of the Forest Management Group/Man of Badé, has for purpose the definition of organisation principles and the working methods of different organs.

ARTICLE 1 : The Mixed Forest Management Group/Man of Badé (GGF/M) is established the 2004-08-1st in Badé. It is regulated by the law n° 014-99/AN focussing on the Regulation of Co-operative Societies and Groups in Burkina Faso.

ARTICLE 2 : The GGF/M does not make any discrimination of race, sex and religion.

ARTICLE 3 : All the active members of the group have equal rights and duties whatever is their position.

ARTICLE 4 : To be member of the group, one must be an inhabitant of Badé, be physically apt, have a good morality and be group minded, be disciplined, work for the preservation of the general interest and the survival of the Group.

ARTICLE 5: The General Assembly (A.G) is the supreme organ of the Group. Its decisions are to be executed after their adoption.

ARTICLE 6: The Executive Board (B.E) is the ruling and the executing organ of the Group. Its composition is what is defined in the Minute of Meeting(P.V) of the General Assembly. The members of the Executive Board are collectively responsible of their management in front of the General Assembly. In case of vacancy of post, the interim is assumed by another member of the Executive Board. In case of resignation of one member of the Executive Board, the interim is assumed by another member while waiting for the election of the General Assembly.

ARTICLE 7: Specialised committees will be able to be created by the General Assembly. Each specialised committee must have at least three(03) active members who are going to be appointed by the General Assembly.

SECTION II: ATTRIBUTION

ARTICLE 8: The General Assembly defines the major orientations of the group. It amends and approves the activity program of the Executive Board.

ARTICLE 9 : The Executive Board assures the correct execution of the programs and tasks defined by the General Assembly, it takes care for the respect of the Internal Regulation and

convenes the General Assembly. It represents the group in front of public, private organisms, and a third party. It represents the group in court in case of trial.

ARTICLE 10: Attribution of the Executive Board members.

10. 1: THE PRESIDENT

He is the first responsible of the Group and represents it in all the circumstance. He signs the convening, member cards and chairs the General Assembly and the meetings of the Executive Board. He countersigns all the actions which commit the Group. He also signs the Group letters. In case of non availability, the General Secretary replaces him.

10.2: THE GENERAL SECRETARY

He is in charge of preparing the General Assembly, the meeting of the Executive Board, coordinates the activities of the different structures and organs of the Group, assures the secretariat particularly the writing of letters and Minute of Meeting, assures the good conservation of the Group archives. In case of absence, he is replaced by the president.

10.3: THE SECRETARY IN CHARGE OF ORGANISATION

He is responsible for the practical and the material organisation of all the activities and meetings of the Group. In case of creation of specialised commissions, he chairs and co-ordinates their works. In case of non availability, the secretary in charge of information replaces him.

10. 4: THE SECRETARY IN CHARGE OF INFORMATION

He has in charge to inform all the members concerning the dates of the General Assembly, and also members of the Executive Board about the dates of ordinaries and extra ordinaries meetings. He spreads the information within the group. In case of absence, he is replaced by the secretary in charge of organisation.

10. 5: THE TREASURER

He has in charge of managing the funds and the goods of the Group, collecting the adhesion fees, perceiving subsidies, gifts and legs granted to the group, of the accounting of the group and must keep up to date the accounting book which can be presented at any requirement. Furthermore, he is charged of its management; he signs jointly with the President or the General Secretary (in case of non availability of the President) all the actions which commit the Group. In case of non availability he is replaced by the vice treasurer.

SECTION III: PRINCIPLES AND WORKING METHODS

ARTICLE 11 : Collegiality is the working principle of all the structures of the Group. The

principle of collegial direction allows to deliberate and to give a decision democratically on the problems faced by the Group as well as the tasks and their distribution. This principle of collegiality commits the individual responsibility of each member.

ARTICLE 12: Convening of the General Assembly

The convening for the holding of a General Assembly must be sent to the members at least seven(07) days before the scheduled date for the ordinary General Assembly and twenty four hours(24) before the scheduled date for the extraordinary Assembly. The convening should mention the agenda, the places and the date of the holding of the General Assembly. The convening for the holding of the General Assembly can be issued, whether from the Executive Board, whether from the two third(2/3) of the Group members.

ARTICLE 13: Election and Conditions of Eligibility

Can take part to the votes only active members having an adhesion card. Any active member has only one vote in case of election. The votes in General Assembly must be made by raising the hand.

ARTICLE 14: The meetings of the Executive Board members are held at least once every three(03) months. Their term is three(03) years, renewable once.

ARTICLE 15 : All the meeting of the Executive Board must be resulted by a Minute of Meeting written by the General Secretary in a record dedicated for this occasion. At the beginning of each meeting, the minute of meeting of the preceding meeting must be approved by the members who attended before the joint signatures of the President and the General Secretary.

SECTION IV: RESOURCES AND MANAGEMENT

ARTICLE 16: The adhesion fees

It is instituted an adhesion fee. The yearly amount is five hundred (500) francs CFA

ARTICLE 17: The Group can perceive subsidies, gifts, and legs. All these subsidies, gifts and legs can not undermine the independence of the Group. They can neither be contrary to its objectives and basic principles.

ARTICLE 18 : Any fund granted to the Group must be followed by a receipt delivered by the treasurer. The receipt must be signed by the treasurer and stamped by the stamp of the Group.

ARTICLE 19: Expenditures

No expenditure can be considered without the approval of the Executive Board. The

expenditures must be proved by a justification document duly established and signed jointly by the President and the treasurer.

ARTICLE 20: Any active member in accordance with the article XVI of the internal regulation can get a loan by a request introduced at the level of the Executive Board. The loan will be granted according to the incomes of the Group and is to be paid back in a deadline of six (06) months. Beyond this deadline, a legal proceeding can be instituted against the person who borrows the money.

ARTICLE 21: The allowances of the Executive Board members must be assured by the Group in case of trip, seminar and others.

SECTION V: SANCTIONS

ARTICLE 22: The sanctions applicable to the Group members are the following:

- Call to order
- Warning
- Blame
- Exclusion from the Group

Only the General Assembly has the competence to issue these sanctions

ARTICLE 23: The small mistakes can be object of a call to order. The frequent lateness and unjustified absences of a member, a fortiori a member of the Executive Board, can cause this person to be warned and in case of repeat offence he is blamed. The serious mistakes can cause the exclusion of a member.

ARTICLE 24: Any member excluded according to the provisions of the article 23 can request his reintegration to the General Assembly by a request introduced to the Executive Board. The General Assembly will decide about his request.

SECTION VI : AMENDMENT OF THE INTERNAL REGULATION

ARTICLE 25: The amendment of one part of the internal regulation or the revision of the all these regulations must be the object of an examination in General Assembly on the proposal of the Executive Board. The decisions of amendment or revision must be adopted at the majority of two third $\frac{2}{3}$ of all the members present.

ARTICLE 26: The request of revision or amendment of the internal regulation must issue from:

- From the Executive Board
- The two third($\frac{2}{3}$) of the Group members.

ARTICLE 27: The dissolution of the GGF will happen when it will be established that no rescue measure is possible. It can be about:

- The impossibility to reach the fixed objectives
- The decision of the 2/3 of the members.

ARTICLE 28: the liquidation of the goods of the Group will be in the profit of welfare activities or for the organisations having the same objectives.

ARTICLE 29: The application of the present internal regulation his the duty of the Executive Board. Read and adopted unanimously in General Assembly.

The meeting Secretary

OUATTARA Soungalo

The meeting President

OUATTARA Moumouni

5. Minute of General Assembly of GGF

In 2004 and 1st of August has been held the constitutive general assembly of the Mixed Forest Management Group (GGF/M) of Badé. The GGF/M is a laic Group. It does not make any clan, tribal and ethnic discrimination. It is apolitical. It has an unlimited life time and it is aiming the followings:

- Contribute to the sustainable and rational management of the forest reserve of Kongouko;
- Continue the arrangement, the exploitation and the valorisation of fuel wood in creating jobs and incomes for its members;
- Contribute to the reforestation of degraded zones and enrichment of exploited plots of lands
- Reinforce the unity and the solidarity for the social and economical welfare of all the members
- Promote modern bee keeping;
- Valorise forest non timber products. by the picking up, the transformation and the commercialisation of these products.

The constitutive general assembly had for agenda:

- Adoption of the Internal Regulation;
- Establishment of the Executive Board;
- Other issues.

After the reading, the amendment and the adoption of the Internal Regulation, the General Assembly has elected the members of the GGF's Executive Board:

EXECUTIVE BOARD

| | Name and surnames | Sex | Statute within the GGF | Belonging structure | District |
|----|---------------------------|-----|---|---------------------|--------------|
| 1 | OUATTARA Djakalia | M | President | CVGT | Badé Centre |
| 2 | OUATTARA Noufou | M | Deputy President | GPC | Délibougou |
| 3 | OUATTARA Soungalo | M | Secretary | CVGT | Badé Centre |
| 4 | OUEDRAOGO Amidou | M | Deputy Secretary | CVGT | Mossibougou |
| 5 | OUATTARA Filbina Sékou | M | Treasurer | CVGT | Noukoubougou |
| 6 | SAWADOGO Wahabou | F | Deputy Treasurer | GPC | Mossibougou |
| 7 | OUATTARA Moumouni | M | Secretary for information | CVGT | Badé Centre |
| 8 | OUATTARA Bafou | M | Secretary for organisation | CVGT | Badé Centre |
| 9 | OUATTARA Matagari | F | Secretary for women mobilisation | GVF | Badé Centre |
| 10 | BOÏNA Awa | F | Deputy Secretary for women mobilisation | GVF | Badé Centre |

AUDITORS

| | Name and surnames | Sex | Statute within the GGF | Belonging structure | District |
|----|-------------------------|-----|-------------------------|---------------------|-------------|
| 01 | SAWADOGO Zakaria | M | 1 st Auditor | GPC | Mossibougou |
| 02 | OUATTARA Madjaraq Sékou | M | 2 nd Auditor | GPC | Yado |

ADVISORS

| | Name and surnames | Sex | Statute within the GGF | Belonging structure | District |
|----|-------------------|-----|-------------------------|---------------------|-------------|
| 01 | OUATTARA Bakomi | M | 1 st Advisor | CVGT | Badé centre |
| 02 | TALL Amadou | M | 2 nd Advisor | - | Flabougou |

HONNORARY PRESIDENT: .OUATTARA Morofin

Established in Badé, on 2004-08-1st

Meeting Secretary

Meeting President

OUATTARA Soungalo

OUATTARA Moumouni

6. Official Certificate from District Authority

AGREEMENT CERTIFICATE

(Law N°014/99/AN of 15th of April 1999)

I undersigned, **Golleau Isidore TRAORE** , qualified Teacher

Certifies that the Group named **Mix Forest Management Group (GGF/Mix)**

Headquarter: **Bade**

Department of: Sideradougou, Comoé Province

Activity: **Management of Kongouko Forest Reserve**

Is recognised under the N° **2004-02/MATD/PCMO/DSDR OF: July 27th, 2004**

Agreed under the N°: **2004-16/ MATD/PCMO/HC/DSDR OF September 14th, 2004**

Sideradougou the 14th of September 2004

The Prefect,

Golleau Isidore TRAORE

Qualified Teacher

7. Bank Account of GGF

| |
|--|
| Bankbook N^o : 441 Popular Bank of Sideradougou |
|--|

8. List of Forest Management Equipment

| N^o | DESIGNATION | QUANTITY |
|----------------------|---|-----------------|
| 01 | Pioche (Picks) | 10 |
| 02 | Pelles (Shovels) | 03 |
| 03 | Dabas (Hoes) | 10 |
| 04 | Barre à mine (Iron bar for hole digging) | 05 |
| 05 | Brouettes (Wheelbarrow) | 02 |
| 06 | Arrosoirs (Watering can) | 03 |
| 07 | Rouleaux de grillage 25m (Wire netting 25m) | 02 |
| 08 | Corde de 180m (Rope 180m) | 01 |
| 09 | Ficelle de 25m (String 25m) | 02 |
| 10 | Decametre de 50m (Decametre 50m) | 01 |
| 11 | Limes (File) | 03 |
| 12 | Haches (Axes) | 10 |
| 13 | Paire de bottes (Set of Boots) | 10 |
| 14 | Petit pots (Pot for nursery) | 3000 |
| 15 | Vélo Peugeot (bicycle) | 02 |
| 16 | Sécateurs (Pruning shears) | 03 |
| 17 | Binettes (hoe for gardening) | 03 |
| 18 | Râteaux (Rakes) | 03 |
| 19 | Machettes (machetes) | 10 |
| 20 | Tamis (Sifter) | 02 |
| 21 | Charrettes (Cart) | 01 |

<GGF Unions of Bounouna and Toumousseni Forest reserves >

1. Staff List of GGF Union of Bounouna Forest Reserve

| | Name | Position | Village from (District) |
|----|----------------------|--|--------------------------------|
| 1 | KONE Lamoussa | President | Bounouna |
| 2 | SAYOU Daouda | Vice-president | Labola (Nambalfo) |
| 3 | SAGNON Issa | General secretary | Labola (Sankrala) |
| 4 | SOULAMA Sibiri | Vice-secretary | Bounouna |
| 5 | HEMA Brahima | Treasurer | Bounouna |
| 6 | COULIBALY Ardjouma | Deputy-treasurer | Labola (Foukara) |
| 7 | SOULAMA Yacouba | Secretary for organisation | Bounouna |
| 8 | TOU Bakary | Deputy- Secretary for organisation | Labola (Foukara) |
| 9 | SOMA Alassane | Secretary for information | Bounouna |
| 10 | SAGNON Ardjouma | Deputy- Secretary for information | Labola (Sankrala) |
| 11 | YAO KIENA | 1 st Auditor | Labola (Nambalfo) |
| 12 | SOULAMA Mamadou | 2 nd Auditor | Bounouna |
| 13 | KONE Naminata | Secretary for women mobilisation | Labola (Nambalfo) |
| 14 | SOULAMA Dolkou | Deputy- secretary for women mobilisation | Bounouna |
| 15 | SOMA Faibiè | 1 st Advisors | Bounouna |
| 16 | SAGNON Sanlé Yacouba | 2 nd Advisors | Labola (Nambalfo) |
| 17 | SAGNON Pélé Ali | Committee of control | Labola (Foukara) |
| 18 | SOULAMA Safièlba | Committee of control | Bounouna |

2. Staff List of GGF Union of Toumousseni Forest Reserve

| | Name | Position | Village from |
|----|---------------------|--|---------------------|
| 1 | HEMA Vitalien | President | Soubaka |
| 2 | SOURABIE Amadou | General secretary | Toumousseni |
| 3 | HEMA Benoît | Vice-secretary | Soubaka |
| 4 | HILOU Siaka | Treasurer | Tagnana |
| 5 | OUATTTARA Karidja | Deputy-treasurer | Toumousseni |
| 6 | HILOU Ousmane | Secretary for organisation | Djongolo |
| 7 | SIRIMA Yacouba | Deputy- Secretary for organisation | Tagnana |
| 8 | SOURA Niama Issa | Secretary for information | Toumousseni |
| 9 | SOULAMA Mahiyaye | “ | Tagnana |
| 10 | OUATTARA Fatoumata | “ | Soubaka |
| 11 | SAGNON Barami | “ | Djongolo |
| 12 | SON Sanata | Auditor | Toumousseni |
| 13 | SOULAMA Sita | Deputy-auditor | Tagnana |
| 14 | SOULAMA Toulé | Secretary for women mobilisation | Soubaka |
| 15 | TOU Bintou | Deputy- secretary for women mobilisation | Djongolo |
| 16 | OUATTARA Ba Daouada | Advisors | Soubaka |
| 17 | MONE Ahmed | Deputy- advisors | Banfora |
| 18 | DOULKOUUM Adama | Honorary president | Banfora |