

Lao Peoples Democratic Republic

Peace - Independence - Democracy - Unity - Prosperity

## Technical Booklet 2

# Preparing Participatory Village Forest and Agricultural Land Management Agreements

System 1  
Participatory Village  
Development and  
Sustainable Land Use

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Lao-Swedish Forestry Programme, June 2001

## Foreword

*The Government of Sweden has provided technical assistance to the Government of Lao PDR in the Natural Resources Sector since 1977. Until the mid 1980s the assistance focused on support to the Department of Forestry and two State Forest Enterprises. From 1985 assistance was expanded to include support for the establishment of a Forestry Training Organization including the Forestry Technician School at Mouang Mai. In the late 1980's the Lao Swedish Co-operation was further expanded to cover shifting cultivation stabilisation and nature conservation. During the first half of the 1990's the co-operation gradually changed to institution building/strengthening of the Department of Forestry at the centre and in selected provinces.*

*The co-operation is based on the premise that national ownership of bilateral programmes will contribute significantly to sustainability after the programmes have been completed. In more recent years the programme has addressed sustainable land use aspects in the village development context with the view that community participation in partnership with government services will enhance the potential for sustainable management of forest and agricultural resources.*

*The Phase IV of the Lao Swedish Forestry Programme (1996- 2001) has concentrated on three aspects of institutional building; competence development, model development and research management. The development efforts have covered a process of formulating, improving and disseminating models (methods and procedures) in four main areas including Participatory Village Development and Sustainable Land Use, Participatory National Bio-diversity Conservation Area Management, Natural Resources Management, and Institution Building. Monitoring and gender mainstreaming have been incorporated as cross-cutting efforts in the model development work. The development activities have been performed in partnership with national, provincial and district administrations and with village communities in response to Lao policies.*

*The LSFP has supported the strategy and policy development of the Government of Lao PDR and contributed to the emerging consensus on rural development that is taking place within the accepted Socio-economic Priorities of the Government of Lao PDR under which broad development policies have long been operative.*

*This document is one in a series of resulting documents, which have been produced in both Lao and English languages to assist and provide knowledge and ideas to personnel responsible for policy, planning, and implementation of agriculture and forestry development programmes. It contains lessons and experiences learnt during the programme. I encourage the personnel of departments and agencies to study and assess the content of the documents and apply the relevant parts depending on local conditions.*

*I wish to commend the Swedish International Development Cooperation Agency (Sida) for its continued support during four phases of technical assistance to the Ministry of Agriculture and Forestry, and the LSFP personnel and advisors, who have made a major contribution to this development and documentation.*

20 March, 2001

Minister for Agriculture and Forestry



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## Participatory Village Development and Sustainable Land Use System



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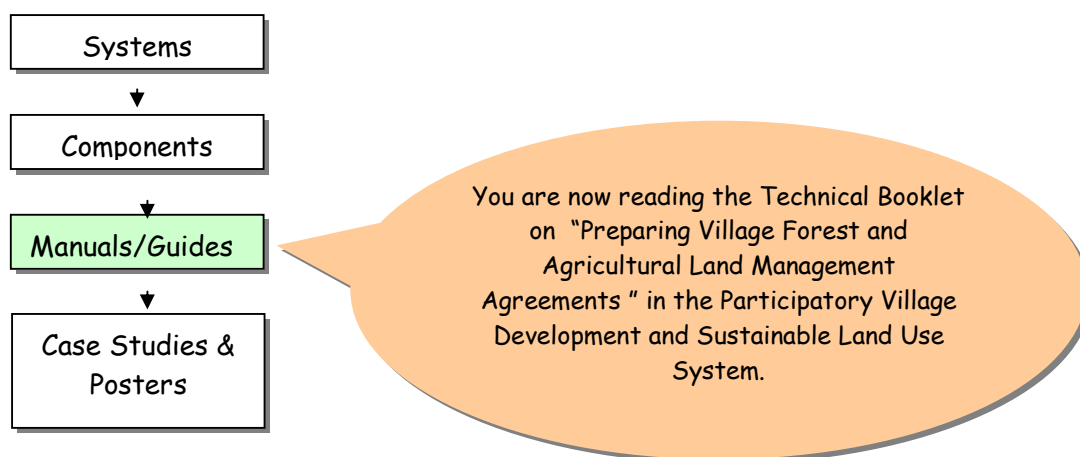
**About this Document**

## 1. Intended Audience of this Technical Booklet

- Heads of Provincial Forestry and Agricultural Sections.
- Heads of District Agriculture and Forestry Offices.
- District Land Use Planning and Land Allocation Officers.
- Regional Forestry and Agricultural Training Centre (RTC) staff.

## 2. Explanation of “Manuals/Guides/Technical Booklets”

Manuals/Guides and Technical Booklets are documents that provide practical information on procedures and methods for implementing activities at field level. They have been developed based on experiences at the local levels under the model/method development programme during Phase 4 of the LSFP. Documents have been produced in both the English and Lao languages for each of the four systems in the model/method development programme.



## 3. Purpose of this Document

- To describe the procedures and methods for preparing Participatory Village Forest and Agricultural Land Management Agreements as practised in target areas of the LSFP.
- To provide guidance for provincial and district staff involved in preparing village agreements at the village level and instructional material for Regional Training Centre personnel responsible for training district staff.

## 4. Information Provided in this Document

- Explanation of the meaning, objectives and application of village forest and land management agreements in the LUP/LA process.
- The importance of “participation” in the preparation and implementation of village agreements.
- The 12 steps used to prepare participatory village agreements.

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# Introduction

The policy of the Government of Lao PDR (GoL) requires that a form of "contract" or agreement be made for transferring responsibility for the management of village forests to villagers.

The village forest and agricultural land management agreement is a tool to help villagers manage and utilise village forest and agricultural land in accord with the GoL policy and the requirements of the villagers.

The preparation of the village agreement is a step in the LUP/LA process following the delineation of the village boundary, the survey the village forests and land uses and the delineation of village land use zones.

The village agreement is a document that provides the "building blocks" for more detailed forest management planning by villagers and staff at a later date.

Different types of contracts or agreements can be prepared depending on the type of forest management or forest utilisation in which villagers are involved. For example, villagers involved in wood production and sale would prepare a contract specifically for wood harvesting and sale; villagers residing in national bio-diversity conservation areas (NBCA's) would prepare an agreement that incorporates the protection of conservation forests.

Many villages, however, may not have commercial wood production or national conservation forests in their village areas. In these cases a "general" village agreement covering the management of the various village forest and agricultural land use areas or zones would be prepared.

The purpose of this booklet is to outline the steps and methods that should be used when preparing "general" Village Forest and Agricultural Land Management Agreements with village communities.

In this booklet the following aspects are covered:

- The definition of a village agreement.
- The objectives of village agreements.
- The importance of "participation" when preparing and implementing an agreement.
- The 12 steps used to prepare village agreements.

# Definition

Participatory **village forest and agricultural land management agreements** are documents prepared in consultation with village authorities and villagers during the LUP/LA procedure. They record the agreed conditions and rules for village management of forest and agricultural lands within the village boundary. As explained above the conditions and rules will vary between villages depending on the types of forest and agricultural land present in the village and the uses of each type of forest or land.

# Principles

- The Village Agreement document is a "management agreement" not just "a set of rules". Village agreements should therefore contain information about the benefits and uses which villagers can derive from the various forest and agricultural land use zones in the village area. While the agreement should describe the activities which villagers are not entitled to undertake it should not focus mainly on the penalties which will be applied if the rules are not followed.
- Village LUP/LA committees should be advised to set realistic sanctions for people who do not follow the rules of the village agreement. The sanctions should be severe enough that villagers recognise the importance of the offence, but they should not be of a magnitude which the village LUP/LA cannot enforce. If the penalties cannot be enforced the village authorities will lose credibility.
- After the agreement is prepared, regular follow-up by the DAFO staff with the LUP/LA committee and the villagers will be necessary to ensure that the agreement is actually implemented. Extension staff should therefore use the village agreement as a reference document during village visits and village meetings.
- The village agreement should be used as a monitoring tool to see if the LUP/LA committee and the villagers are actually managing their forests and agricultural land well.

## Objectives

The objectives of preparing and implementing village forest and agricultural land management agreements are:

1. To define the rights and responsibilities of villagers in forest and agricultural land utilisation, production and protection.
2. To facilitate the sustainable protection, utilisation and management of village forests and land resources.
3. To promote inter-village communication and co-operation in forest and land management in small watersheds.
4. To define the roles and responsibilities of the village authorities and village people in forest and land management.
5. To record the conditions and rules which apply to forest and land management in the delineated land use zones in the village area.
6. To develop understanding between the villagers and the district administration on forest and land management practices within village boundaries.
7. To promote villager involvement and commitment in appropriate forest and agricultural land management practices.
8. To encourage and support villagers to use forests and agricultural land within the village area productively and sustainably.
9. To document the sanctions which will apply if the conditions and rules of the agreement are broken by villagers or outsiders.



## Participatory Approaches

The GoL has a policy of using a participatory approach in LUP/LA.

The village agreement is one of many participatory activities undertaken during LUP/ LA with villagers.

Some other participatory activities are: understanding land use, land ownership and farming systems; gathering socio-economic data to assist with land allocation activity, identifying village boundaries with neighbouring villages, identifying forest-land uses within the agreed village boundaries, assisting with the identification and allocation of agricultural lands and reserve land, gathering problem/needs information on which to base extension work plans etc.

Where village agreements are concerned, participation means:

- **participation within the village;**
- **participation between neighbouring villages; and**
- **participation between villages and DAFO staff.**

Participation between target villages, neighbouring villages and the District Agriculture and Forestry Office (DAFO) is important because:

- The **existing village agreements or rules**, whether they are written or oral, must be understood by DAFO staff so that they can be considered for inclusion in the village agreement.
- The village LUP/LA committee and other village organisations must be given the opportunity to clearly understand, **before the village agreement is prepared**, the details of the GoL laws and other regulations which relate to the management of the various forest-land use categories .
- The rights and responsibilities for the management and use of forests, land and water bodies within the village boundary are being **transferred to or bestowed on the villagers**. The villagers therefore must have a role in the decision-making which goes into preparing the village agreement.

- The target village in the future will manage and use not only the forest, land and water bodies within its own boundary, but will help manage (and in some cases, use) adjacent forests, lands and water bodies which are located within the boundaries of neighbouring villages. Neighbouring villages therefore must at least be aware, and preferably participate, in the preparation of the village agreement so that **co-operation and networking between villages is established**.
- The DAFO and villagers must participate together in preparing the village agreement so that clear understandings between the GoL and the villagers are built on how the various forest, land and water bodies are to be managed. The DAFO has **the role of assisting the villagers** in this important task, particularly where cross-village boundary management and use issues are involved (eg, within an NBCA).
- DAFO participation is necessary because of the relatively weak position of villagers and LUP/LA committees. DAFO support will be needed **in solving illegal forest management and use practices caused by outsiders within village boundaries**.

# Method of Preparing the Participatory Village Forest and Agricultural Land Management Agreement

## 3.1 Forming the village land use planning and land allocation committee

When the LUP/LA committee is being formed the villagers should have the opportunity to consider and select the committee members. The people who are selected for the LUP/LA committee should come from the various village organisations or groups such as: village forestry volunteers, village soldiers (protection), village committee, senior elders, women's union and others. This will ensure that representatives from the various interest groups and village organisations participate with District staff in the LUP/LA activity.

The committee has the authority and duties to:

- Disseminate regulations and principles on the management and use of forest and agricultural land to farmers in the village.
- Study, consult and solve villagers' problems on the use of forest and agricultural land within the boundaries of the village.
- Jointly with farmers establish sustainable participatory forest and agricultural land management and use regulations.
- Direct and control the implementation of village regulations and decrees and regulations from higher authorities regarding forest and agricultural land.

### **3.2 Meeting with the village LUP/LA committee to explain about the preparation of the village agreement**

A meeting is held with the village LUP/LA committee to discuss and understand the history of the village, the past and present customary practices of the village and village agreements or rules which have been used in the past.

The meeting also aims to ensure that the committee understands well the objectives and reasons for preparing and implementing an improved village agreement.

### **3.3 Meeting with villagers to explain about the preparation of the village agreement**

Participatory discussions between the villagers and the LUP/LA committee are held to consider and to reach an understanding on having a village agreement for the village and also to let the villagers discuss and consider how the various forest and agricultural land use areas (or zones) will be managed and used. The meeting is also to discuss and consider forest and agricultural land use activities which villagers are entitled or not entitled to undertake in the various forest and land use zones.

### **3.4 Field surveys of forest and agricultural land use zones**

The staff and the villagers participate together in undertaking forest and land surveys within the village boundary to acquire accurate data about forest conditions, land use practices, soils, water resources, sacred areas and others. The location and the extent of each type of forest-land use area (zone) and the current uses of each area are determined. If aerial photographs for the area are available they are used to assist with the forest-land use surveys and to decide on the various forest-land use management zones.

In addition a non-timber forest products (NTFP) survey is undertaken with village groups of well informed men and women to understand the location, uses and importance of NTFP's. A map is prepared showing the location and relative importance of the NTFP's.

This information helps the villagers and staff to specify the various forest-land use areas or zones.

### **3.5 Preparing the village land use zone sketch map**

After the above data is gathered a sketch map of proposed village forest-land uses is prepared. The purpose of this sketch map is to enable the villagers to recognise and consider the proposed land use areas. Each land use area or zone is distinguished by a different colour. There will be a range of forest-land uses, ie,

- Forests: protection, conservation, sacred, village use and others.
- Agriculture: paddy land, orchards, upland annual cropping lands, grazing lands etc.
- Other: village settlements, schools, concession areas, rivers, streams, roads etc.

### **3.6 Reviewing the proposed land use zones with the LUP/LA committee**

After the sketch map is prepared the LUP staff join with the LUP/LA committee, villagers, and representatives of neighbouring villagers, to discuss, agree and confirm the management area of the village and the various forest-land use areas within the management area, ie, forests, agricultural lands and other land use areas.

If necessary changes are made to the land use map.

### **3.7 Preparing a draft agreement with the LUP/LA committee**

The existing village rules, the data gathered during the forest and land surveys and the proposed land use sketch map, are used in discussions with the village LUP/LA committee. The committee members discuss and make suggestions regarding the forest-land use zones delineated on the sketch map until agreement is reached with the staff on the land use zone boundaries.

Following that activity a first draft of the agreement is prepared which specifies the conditions and rules for each of the forest-land use zones and other areas. For each zone or area, management and use arrangements are described or specified. The agreements cover the activities that are allowed/permitted or not permitted in each land use zone. The sanctions for breaches of the conditions and rules for each zone are agreed on and specified.

### **3.8 Considering the draft agreement with the villagers**

The draft agreement and the land use zoning map are presented to a general meeting of villages. Both men and women are invited to the meeting with the LUP/LA committee to hear, review, improve/adjust and agree with all conditions for each land use zone covered in the village agreement.

If necessary the land use zoning map is adjusted in accord with the decisions of the meeting.

### **3.9 Adjusting the draft agreement with the LUP/LA committee**

After the general meeting, which has reviewed and accepted the revised village agreement, the agreement is re-written in detail following the decisions of the general meeting. The wording and clarity of the document is also corrected at this time.

### **3.10 Typing the village agreement**

DAFO staff members have the responsibility for typing and printing the village agreement and making enough copies to distribute to all neighbouring villages.

### **3.11 Signing and stamping the village agreement**

The signing and stamping of the village agreement is very important. The Village Head, the village LUP/LA committee, and the District LUP/LA committee must acknowledge the village agreement and then sign and seal the agreement. The signed village agreement will be presented to the target village for implementation. Enough copies are prepared for distribution to neighbouring villages.

### **3.12 Distributing copies of the village agreement to neighbouring villages**

A general meeting is held at the target village to which are invited important representatives from neighbouring villages. The village agreement is read again for all participants to acknowledge after which it is adopted and declared ready for implementation by the target village.

The representatives of neighbouring villages receive their copies of the village agreement so that they can return to their village and explain the contents of the agreement to the people in their village.

## **Attachment 1: Example of a Village Agreement**

### **VANG KHANAN VILLAGE AGREEMENT FOR THE MANAGEMENT OF FOREST AND AGRICULTURAL LAND - 1996**

Lao People's Democratic Republic  
Peace Independence Democracy Unity Prosperity

Province: Salavane  
District: Laongam  
Village: Vang Khanan

In view of the aim to properly manage and use forest and agricultural land in compliance with the provisions on the management and use of forest and agricultural land at the district, provincial and central levels, and for the purpose of preserving the forests and the people's living conditions, a forest and agricultural land use planning and land allocation committee was formed in Vang Khanan village.

#### **1. Relevant Decrees and Provisions for Committee Work**

1. The Forestry Law, November 1996.
2. Decree 169/PM dated 3/11/1993 on the management and use of forests and forest land.
3. Decree 186/PM dated 12/10/1994 on the allocation of land and forests for forest plantations and preservation.
4. Decree 22/CCM on the management and use of agricultural land in the Lao PDR.
5. Decree 99/PM dated 16/12/1993 on land.
6. Provision No. 0429/AF dated 18/6/1992 on the tasks and rights in the management of forest resources at the village level.
7. Decree 50 regarding land taxation.
8. Vang Khanan village rules and agreements relating to forest and agricultural land use and management.

## **2. The Committee is Composed of the Following Members:**

1. Mr Bounmee,	Village Head:	Chairperson
2. Mr Lap,	Deputy Village Head:	Member
3. Mr Samlee,	Village Soldier:	Member
4. Mr Pfong,	Deputy Village Head	Member
5. Mr Kham-on,	Village Elder:	Member
6. Mrs Jantar,	Women's Union Rep./Forest Volunteer:	Member
7. Mr Xay,	Village Policeman/Forest Volunteer:	Member
8. Mr Poovee,	Village Youth Representative:	Member

## **3. Roles and Responsibilities of the Committee**

1. Disseminate regulations and principles on the management and use of forest and agricultural land to farmers in the village.
2. Study, consult and solve villagers concerns on the use of forest and agricultural land within the boundaries of the village.
3. Jointly with farmers establish sustainable participatory forest and agricultural land management and use regulations.
4. Direct and control the implementation of village regulations and decrees and regulations from higher authorities regarding forest and agricultural land.

## **4. Location of Ban Vang Khanan**

Ban Vang Khanan is located in the northwest of Laongam District, about 26 km from Laongam town. It is adjacent to the district borders of Ba Chiang District of Champasak Province and Khongxedon District of Salavane Province. The northern part of the village area extends into the declared Provincial Reserve Forest of Ban Nase. Vang Khanan is bordered by 3 villages:

- \* Ban Nase to the north and east
- \* Ban Song Hong Noy to the south
- \* Ban Na-om to the west



## **5. Particulars of Village Forest Categories and Agricultural Land**

Total Village Area: 606.8 ha

1. a) Conservation Forest Within the Village Boundary: 80.5 ha  
b) Conservation Forest Buffer Zone: Protection Forest: 7.80 ha
2. Kham Ga Ho Water Source Forest: 3.00 ha (within Con. Forest)
3. Village Reserve Forest and Sacred Forest: Conservation Forest: 23.4 ha
4. Old Village Area: Conservation and Production Forest: 7 ha
5. Phun Stream Buffer Forest: Protection Forest: 25.70 ha
6. Village Utilisation Forest: Production Forest: 50.20 ha
7. Village Agricultural Zone: paddy land, upland fields, reserve land: 394.6 ha
8. Other Land including the village, streams, roads and tracks: 67.75 ha

## **6. Forest and Agricultural Land Management**

Forests and forest lands constitute live natural resources and include crops, various tree species growing naturally, the existence of which is necessary for the preservation of the environment including, water resources, land, animals and forest, and for the livelihood of the village people. For the effective and sustainable management of the forest areas and the agricultural lands within the village boundary the following agreements and rules have been prepared by the village land use planning and land allocation committee and the community. These agreements and rules shall be respected and implemented by the community.

### **6.1 Management and Use of Forest Land**

#### **6.1.1 The Conservation Forest Area Within the Village Boundary - 80.50 ha**

The reserve forest area has two management areas; the reserve forest and the protection buffer zone which separates the reserve forest from the agricultural zone.

##### **a) The Reserve or Conservation Forest**

- Farming of annual crops by any persons in the forest area is not permitted.
- It is forbidden for people to cut trees for any purpose in this forest.
- It is forbidden to hunt any animals in this forest.

- Fishing is allowed using natural fishing methods. The use of chemicals and bombs for fishing is forbidden.
- Lighting fires in the forest is forbidden.
- The collection of various forest products for household use is permitted. These include: mushrooms, native fruits, "yort bun", cardamom, herbs, greens, climbers, rattan and others. The sale of forest products is not permitted.

**b) The Buffer Strip for the Reserve or Conservation Forest - 7.80 ha**

A buffer strip ( khet ponkarn seum tor) has been delineated between the boundary of the conservation forest and the agricultural zone. The buffer strip is 50 meters wide and is to protect the forest area from further encroachment.

- The cultivation of annual crops is not permitted, except in areas which have already been prepared for planting this year. These areas can be farmed this year only.
- The land in the buffer area will be used to plant permanent crops from which villagers can derive benefit, eg, cardamom, bananas and non-wood trees, which can be grown among the regenerating vegetation.
- The area is community managed land but individuals who plant economic crops in the buffer strip area are entitled to harvest the products.
- To delineate the buffer area marker posts will be placed along the buffer zone line every 100 meters and red painted signboards will be placed at intervals of 300 meters.

**6.1.2 The Kham Go Ho Water Source Protection Forest - 3 ha**  
(this area lies within the Conservation Forest Zone)

- It is forbidden to cut trees and light fires within 50 meters of the remaining forest surrounding the water "spring".
- Families who have farming land in the buffer area surrounding the protection forest will have to stop farming in the area and the LUP and LA committee will have the responsibility of allocating other land elsewhere in the agricultural zone.
- The collection of forest products for household use is permitted.

### **6.1.3 The Village Conservation Forest and Sacred Forest (23.40ha)**

- The felling of trees is not allowed.
- Lighting fires is prohibited.
- Wild animals cannot be hunted.
- Forest product collection is permitted, including: mushrooms, cardamom, forest vegetables, bamboo shoots etc.
- Bamboo can be cut for household purposes, but at a respectable distance from the sacred forest portion of the forest.
- Fishing is permitted using natural methods; the use of chemicals and bombs is not permitted.
- It is forbidden to shout or make other loud noises in this forest particularly in close proximity to the sacred forest portion.

### **6.1.4 The Old Village Site - 7 ha**

- It is forbidden to cultivate gardens or upland fields in this area.
- The products of fruit trees previously planted by individuals in the old village site remain the property of the person who planted the trees.
- Within the old Buddhist precinct (religious area) all people in the village have the right to gather fruits, but they are forbidden to deface the area in any way.
- Slashing around trees to maintain them is permitted but burning fires to control grass and other vegetation is not permitted.
- The site is preserved as a location for leisure, recreation and other community events (a village park), except for the religious area and the family fruit tree locations.

### **6.1.5 The Phun Stream Protection Forest - 25.70 ha**

- In sections along the stream where the natural forest is still undisturbed, the forest will be maintained to a distance of 50 meters from the stream banks. No new cultivated areas are permitted within the 50 meter protection zone.
- In cases where families have cultivated fields down to the banks of the stream, the owner is permitted to maintain the farming land but it is recommended that the farmer should plant crops which are environmentally friendly such as bananas, bamboo, trees, fruit trees etc. to limit the amount of soil erosion into the stream.
- The construction of fishponds near the banks of the stream is permitted (provided they do not interfere with the stream flow).

- Fishing from the stream using natural methods is permitted. The use of chemicals or bombs for fishing is forbidden.
- Villagers are not permitted to stop the flow of the stream with man-made dams, or block off branches of the stream to catch fish.
- The collection of forest products (as described for other forest areas) is permitted in the protection zone.

#### **6.1.6 Village Utilisation or Production Forest- 52.20 ha**

- It is forbidden to light fires in sections of undisturbed forest in the village utilisation forest area.
- Farmers who have upland farming fields within the area are permitted to maintain them and to continue cultivating crops provided they contain burning within the areas of farmed land.
- The development of paddy fields is permitted in the utilisation forest.
- It is permitted to cut trees for house construction, but permission must be sought from the LUP and LA Committee, Village Committee and District if the quantity of wood requested is a "larger" quantity.
- Fuel wood and forest products can be gathered from the utilisation forest.
- It is not permissible to cut and sell trees from the utilisation forest.

#### **6.2 The Management and Use of Agricultural Land**

Agricultural land refers to the agro-forestry production land which has been surveyed, measured and allocated to families for management and use in agricultural and industrial tree production such as: rice paddy field development, upland field crop cultivation, fruit tree orchards, (both short term and long term), fish ponds, livestock and other commercial crop cultivation. It also refers to other land within the delineated agricultural zone which has not been claimed or measured. This other land is referred to as spare or reserve agricultural land.

The Vang Khanan village agricultural land is all the land within the village boundary which has not been delineated as forest category land of one type or another, or land of other classes such as roads or streams etc. Details may be found on the village forest and agricultural land category map.

The total village agricultural production land area is approximately 406.80 ha, comprising:

- Existing rice paddy fields : 9.5 ha.
- Measured and allocated upland fields : 372. ha (approx) and 140 plots.
- Reserve agricultural land for future allocation : 24.30 ha.

### **6.2.1 Allocated Land**

With regard to the use of agricultural land allocated, all persons managing and using land shall abide by the regulations on the management and use of land as agreed on 18/5/1997 as follows:

- a) It is strictly forbidden to clear or develop further areas outside the measured fields allocated to each family.
- b). It is strictly forbidden to cultivate other upland fields and orchards outside the measured and allocated areas for each family.
- c) Each family shall ensure during annual field burning, that fires are controlled strictly so that they do not spread to adjoining fields and the forests.
- d) Before slashing the fields each year, each family shall report to the village PLUMP committee 15 days in advance to facilitate control and monitoring.
- e) Allocated land can not be sold. If land is developed as paddy fields and not used for more than two years, it can be withdrawn and re-allocated to another person.
- f) If a person from another village wishes to settle in the village and use agricultural land within the village area the person has to get approval from the village land use planning and land allocation committee and the district administration.
- g) Persons or settlements of people who have been allocated agricultural land within the village boundary, must follow the conditions and rules for land use as contained in the Vang Khanan village agreement for the management of forest and agricultural land.

### **6.2.2 Reserve Agricultural Land**

The reserve agricultural land which has not been allocated to families is to be preserved to provide land specifically for new families and those wishing to cultivate crops for income generation in the future.

Persons or families wishing to be allocated land from the reserved agricultural land area of ??? ha , must make requests to the village LUP and LA Committee and the Village Head for consideration. If the request is approved at village level, it will then be referred to the District LUP and LA Committee (or representatives) for consideration. The District representatives will then inspect the land requested and if there are no objections, will approve the allocation of the land. Such land will then be measured, allocated and registered following normal procedures.

### 6.2.3 Recommendations On The Use Of Agricultural Land

With the aim of ensuring the sustainable and efficient use of allocated land to secure the future living conditions of the families, to preserve the environment, protect the various types of forest within the boundaries of the village from encroachment by slash and burn practices by the villagers, (and other villages), appropriate agricultural land use methods and conservation measures are required. The following land use options based on slope zones are therefore recommended:

0 - 12% (Flat or gently sloping land- *din pieng le din mee la sun noy niung*).

Paddy, terraced paddy, pasture (for livestock), fishponds, short and long term fruit trees and tree crops, and commercial field crops with conservation measures and practices.

*Note: Most of the land in Vang Khanan is within this slope zone*

13 - 36 % (Land with moderate to fairly steep slopes- *din men nern le mee la sun*)

Terraced paddy, short and long term fruit trees, commercial value trees, tree crops, and field crops with conservation measures and practices.

37 -45% (Land with steep slopes - *din mee la sun lai*)

Commercial value trees, tree crops and field crops *if necessary* with conservation measures and practices.

## 7. Management of Paddy Fields, Natural Ponds and Small Streams

- The obstruction or blocking of small waterways and the use of fish traps in small drains and waterways is not allowed during the period of the first few rain storms when fish are migrating to ponds and paddy fields to breed.
- Villagers are not allowed to catch and consume infant frogs.

## 8. Management and Use of Water

### 8.1 Well Water

- Bathing is not allowed near the village drinking water wells.
- Rubbish and dead animals cannot be deposited in the village drinking water wells.

## **8.2 Stream Water**

- It is forbidden to slaughter or clean domestic animals in the main streams, (ie, Huay Pune).
- It is forbidden to disturb or make dirty or muddy stream water to catch fish. The water flow in the main streams cannot be interrupted to catch fish.

## **9. Management of Domestic Livestock**

- All large animals such as elephants, horses, cattle and buffaloes can free range during the day and night during the dry season only.
- Small goats can free range but big animals must be tethered or penned at all times.
- In the wet season pigs should be penned and hand fed. In the dry season they can free range.
- If a person wishes to sell a large animal he or she has to pay a selling fee of K2,000 per animal to the village committee.

## **10. Management of Crops**

- The owners of vegetable gardens have the responsibility to fence the gardens.
- If an animal destroys or damages crops in the wet season the owner of the animal has to take responsibility.
- Persons who wish to harvest products of another person have to get permission from the owner before harvesting the products.

## **11. Sanctions Against Transgressors of the Above Agreements and Rules**

In case the above and other rules are transgressed for which these agreements do not provide any sanction, the matter will be handed over to the Forest and Agricultural Land Management and Use Committee in co-ordination with the Village Head for examination, consideration, proceedings and punishment of the offender in accordance with the gravity of the offence. If necessary, and if no solution or agreement can be reached, the matter shall be submitted to the District Office for examination and decision.

Any offence committed within the village shall be subject to these regulations, or if not provided for herein, shall be reported by the Committee and the Village Head to the appropriate and relevant organisation for information and consideration.

The following sanctions will apply to people who transgress the village agreement and rules.

### **11.1 The Conservation Forest Area and Buffer Strip**

#### **a) The Conservation Forest Area**

- If any Vang Khanan person clears land, fells trees, lights fires or hunts wild animals in this area, the person will be fined as follows:

First Offence	K 50,000
Second Offence	K100,000
Third Offence	K150,000

and then the committee has to report the offence and send the offender to the District Administration for a decision on any other action which is considered necessary.
  
- If a person from outside Vang Khanan clears land, falls trees, lights fires or hunts wild animals in the reserve forest area he/she will be fined as follows:

First Offence	K100,000
Second Offence	K150,000

and then the committee has to report the offence and send the offender to the District Administration for a decision on any other action which is considered necessary.

#### **b) The Buffer Zone Area**

- If a Vang Khanan person or a person from outside the village clears land or lights fires in the buffer zone along the boundary of the reserve forest the person will be fined as follows:

First Offence	K10,000
Second Offence	K20,000
Third Offence	K30,000

and then the committee has to report the offence and send the offender to the District Administration for a decision on any other action which is considered necessary.
  
- If a Vang Khanan person or a person from outside the village clears land or lights fires in both the buffer zone and the reserve forest the person will be fined for both offences at the rates indicated above.



## 11.2 The Kham Go Ho Water Source Protection Area

- If a person from Vang Khanan village cuts trees, lights fires or cultivates upland fields in the protection area or the 50 meter buffer zone surrounding the protected area the person will be fined as follows:

### In the Protection Area.

First Offence	K 50,000	
Second Offence	K100,000	
Third Offence	K150,000	and then the committee has to report the offence and send the offender to the District Administration for a decision on any other action which is considered necessary.

### In the Buffer Area Surrounding the Protection Area.

First Offence	K10,000	
Second Offence	K20,000	
Third Offence	K30,000	and then the committee has to report the offence and send the offender to the District Administration for a decision on any other action which is considered necessary.

## 11.3 The Village Conservation Forest and The Sacred Forest Area

- If any Vang Khanan or outside person fells trees, lights fires, hunts wild animals or shouts or makes loud noises in or near the sacred area or cuts bamboo in the sacred area the person shall be fined as follows:

### The Sacred Forest Area

For Each and Every Offence	K50,000
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### The Reserve Forest Area

First Offence	K 50,000	
Second Offence	K100,000	
Third Offence	K150,000	and then report the offence to the District Administration and also banish the person from the village.

#### 11.4 The Old Village Area

The villagers do not think that penalties are necessary except for offences concerning fruit trees. (Refer to penalties under the agricultural zone)

#### 11.5 The Phun Stream Protection Forest

- If any person cuts trees, lights fires, or cultivates annual crops in the areas where the forest is undisturbed the person will be fined as follows:

First Offence	K 50,000
Second Offence	K100,000
Third Offence	K150,000

#### 11.6 The Village Utilisation Forest

- If any person fells trees and saws them for house construction before they have permission, the Committee will confiscate the wood and fine the person K30,000 for each tree felled.
- If any person gets permission to cut and saw a tree for house construction but the person cuts, saws and disposes of the tree for profit without good reason, the person will be fined the full value of the wood sold.
- If a person clears land for farming without permission the person will be fined as follows:

First Offence	K 50,000
Second Offence	K100,000
Third Offence	K150,000

- If a person lights fires in areas within the use forest without permission, except for areas which are being farmed on allocated land, the person will be fined as follows:

First Offence	K30,000
Second Offence	K60,000
Third Offence	K90,000

## 11.7 The Agricultural Zone

- If a person either expands cultivation beyond the measured borders of allocated land, or cultivates a plot which the person has not been allocated the person will be fined as follows:

First Offence	K30,000
Second Offence	K60,000
Third Offence	K90,000

- If a person is responsible for lighting a fire which spreads to adjoining agricultural fields or to reserved agricultural land, the person will be fined as follows:

First offence	K10,000
Second Offence	K20,000
Third Offence	K30,000

- If any person steals agricultural produce or small animals they will be fined twice the value of the product or animal stolen.

## 11.8 Water Use and Management

### 11.8.1 Water Wells

- If a person bathes in or dirties drinking wells or pollutes the well with rubbish or dead animals the person will be penalised as follows:

First and Second Offences	Warning
Third Offence	A fine of K5,000

### 11.8.2 Streams

- If a person pollutes stream water with dead animals, disturbs and dirties the water or obstructs the water flow the person will be fined as follows:

First Offence	Warning and educating
Second Offence	K10,000
Third Offence	K20,000

### 11.8.3 Paddy Fields, Natural Ponds and Small Streams

- If a person obstructs the flow of rainwater to the fish breeding grounds at the beginning of the wet season, or if they catch small frogs which are not able to jump, the person will be fined as follows:

First Offence	Warning and educating
Second Offence	K10,000
Third offence	K20,000

### 11.9 Domestic Livestock Management.

- If an owner allows large domestic animals to free range (does not pen or tether the animals) during the wet season and an animal causes damage or destruction to farm products, the person will pay to the produce owner twice the value of the produce which was damaged or destroyed.
- If an owner of large goats does not pen or tether the animals and an animal causes damage or destruction to farm products in any season, the owner will pay the produce owner twice the value of the product damaged or destroyed.

### 12. Changes to This Agreement and Rules.

The agreements and rules contained in this Village Forest and Agricultural Land Management Agreement can be changed by the Village Committee and the community should it be necessary due to changed circumstances or conditions.

Acknowledged by the:

District Land and  
Forest Allocation  
Committee.

Ban Vang Khanan  
Village Head.

Village Forest and  
Agricultural Land  
Management and  
Use Committee.

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Signature

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Signature

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Signatures

## References

1. Manual on Participatory Land Use Planning and Land Allocation; Topic 10, Village Forest and Agricultural Land Management Agreement.
2. Various village agreements prepared by DoF Units and Projects involved in LUP and LA.

## Glossary of Terms and Acronyms

<b>DAFO</b>	District Agriculture and Forestry Office
<b>DoF</b>	Department of Forestry
<b>GOL</b>	Government of Lao PDR
<b>LSFP</b>	Lao Swedish Forestry Programme
<b>LUP</b>	Land Use Planning
<b>LUP/LA</b>	Land Use Planning and Land Allocation
<b>PAFO</b>	Provincial Agriculture and Forestry Office
<b>RTC</b>	Regional Training Centre
<b>NTFP</b>	Non-timber Forest Products
<b>NBCA's</b>	National Bio-diversity Conservation Areas
<b>RTCs</b>	Regional Training Centres