



TECHNICAL REPORT #3

Training resource development to support
community forest management

OVERVIEW

Technical Report 3 presents the training and awareness resources that have been prepared through ITTO Project PD 764/14 Rev.3 (F): “Enabling Customary Landowners to Participate Effectively in Community Forest Management (CFM) Schemes within 6 pilot areas of Papua New Guinea (PNG)”.

**Simon Rollinson, Training Resource
Developer, Pacific Island Projects, Rabaul**
8 April 2024



Summary

Technical Report 3 presents the training and awareness materials that have been prepared to support the data collection and management resources developed by the project with reference to the policies, laws, regulations and online resources that are currently in place.

This assignment involved the preparation and testing of multimedia training and awareness resources and online information exchange platforms, followed by a national workshop for project partners to present and discuss their findings and recommendations.

Technical Report 3 and the training and awareness materials are freely available from the [Community Foresters Tool Kit](#) website.

Contents

Summary	i
Contents.....	ii
1. Introduction	3
2 Process.....	4
3 Guidance sheets	4
3.1 National Sustainable Land Use Policy (NSLUP).....	4
3.2 CFM Policy & Planning Guidelines	5
3.3 Data Collection & Management Software.....	6
4 Awareness videos.....	7
4.1 National Sustainable Land Use Policy (NSLUP).....	7
4.2 Data Collection & Management Software.....	8
5 Online communication platforms	8
5.2 File Sharing.....	9
5.3 Networking Forums	9
6 Conclusion.....	9

1. Introduction

The PNG Forest Authority (PNGFA) recognises the need for a multi-stakeholder approach to community forest management (CFM) that engages customary landowners at the local level and enhances the capacity of government institutions at the national level. Papua New Guinea (PNG)'s forest resource owners possess a wealth of knowledge about the quality of their forests, but many have historically been excluded from forest resource assessment activities, forest management decision-making processes, and associated development opportunities.

The ITTO Project - *Enabling Customary Landowners to Participate Effectively in Community Forest Management Schemes within 6 Pilot Areas of PNG* - aims to establish a model community-based mapping and forest resource assessment system that supports CFM schemes (including PES and REDD+) and increases landowner understanding about the goods and services that forests provide. Project activities are managed by the PNGFA at the national level; working in collaboration with 6 CFM partners and their pilot landowner groups at the local level. The project will deliver four specific outputs, namely:

1. **Participatory data collection technology** is improving CFM understanding and practices at community, district and provincial levels.
2. **Landowners are participating** appropriately in the National Sustainable Land Use Policy.
3. **A data management system** is engaging landowners in feasible CFM schemes.
4. **Policy and planning guidelines** for CFM are in place.



Figure 1: Staff from the Milne Bay Provincial Administration field-testing the socio-economic survey guidance sheet and data collection forms with ward development committee representatives.

Technical Report 3 presents the development of training resources that support outputs 1-4, namely:

- **Awareness videos** that promote community forest management practices
- **Guidance sheets** that support community forest management activities
- **Online communication platforms** that facilitate the exchange of information and ideas at all levels

2 Process

A consultative, step-by-step approach was used to develop the priority training and awareness-raising resources for outputs 1-4. This involved field-work with local partners and their pilot communities, followed by a national workshop for project partners to present and discuss their findings and recommendations.

Table 1: The development of training and awareness-raising resources followed a step-by-step process

Output	Step 1	Step 2	Step 3	Step 4
1 and 3	Development of data collection & management software for 5 high-priority CFM topics: (i) Community Testimonials; (ii) Land Use; (iii) Forest Biomass; (iv) Socio Economics; and (v) Biodiversity ¹	Preparation of: <ul style="list-style-type: none"> Awareness videos for forest resource owners & local partners Guidance sheets for local & national partners 	Field-testing of: <ul style="list-style-type: none"> Data collection & management software Awareness videos Guidance sheets Online communication platforms 	National workshop to collect feedback from: <ul style="list-style-type: none"> Landowner representatives PNGFA field officers Local partners National partners
2	Approval of the National Sustainable Land Use Policy (NSLUP) by PNG's National Executive Council in June 2022	Preparation of: <ul style="list-style-type: none"> Awareness video for forest resource owners & local partners Guidance sheets for local & national partners 	Field-testing of: <ul style="list-style-type: none"> Awareness video Guidance sheets Online communication platforms 	
4	Development of Policy & Planning Guidelines for CFM ²	Preparation of: <ul style="list-style-type: none"> Guidance sheet for local & national partners 	Meetings with: <ul style="list-style-type: none"> National partners 	

3 Guidance sheets

A set of pamphlets (folded A4 sheets) have been developed in English to help project partners carry-out bottom-up, participatory land-use planning and monitoring using the data collection and management resources developed by the project with reference to the policies, laws, regulations and online resources that are currently in place.

3.1 National Sustainable Land Use Policy (NSLUP)

The project initially planned to develop participatory data collection software for land group incorporation under the National Land Development Program (NLDP). However, some local partners suggested there was no need to formally secure customary land for CFM operations that are managed by customary landowners with support from their local partners (this could even be counter-productive). Subsequent

¹ Refer Technical Report 2 (Software development to support community forest management)

² Refer Technical Report 4 (Policy and planning guidelines for community forest management in PNG)

meetings with local and national partners indicated it would be more productive for the project to assist community groups to be guided by the draft National Sustainable Land Use Policy, particularly Objective K which intends to develop a national system of bottom-up participatory sustainable land use planning by customary landowners starting at the Ward Levels, forming the basis of Local Level Government, District and Provincial Sustainable Land Use Plans³.

The training resource developer prepared the following guidance sheets to accompany the NSLUP document in consultation with local and national partners:

- **What is NSLUP** outlines NSLUP's goal, objectives, strategies and guiding principles
- **What is NSLUP Objective K** outlines Objective K's intention, selected strategies and guiding principles



Figure 2: The guidance sheet for NSLUP Objective K accompanies the recently approved policy document

3.2 CFM Policy & Planning Guidelines

Technical Report 4 (Policy and Planning Guidelines for Community Forest Management in PNG) presents the (i) Policies, laws & regulations that are currently in place; (ii) Information & technology resources that are currently available online (including those developed by the project); and (iii) Lessons learned during the project's data collection and land-use planning activities with reference to 5 critical success factors for CFM.

The training resource developer prepared the following guidance sheet to accompany Technical Report 4 in consultation with project partners through a series of national level meetings⁴.

- **How to Manage CFM Operations:** outlines the policies, laws & regulations that are currently in place together with information & technology resources that are freely available online.

³ NSLUP was subsequently approved by PNG's National Executive Council in June 2022

⁴ The Policy & Planning Guidelines Team comprised representatives from Climate Change & Development Authority (CCDA), Conservation & Environment Protection Authority (CEPA), Department Lands & Physical Planning (DLPP) and PNG Forest Authority

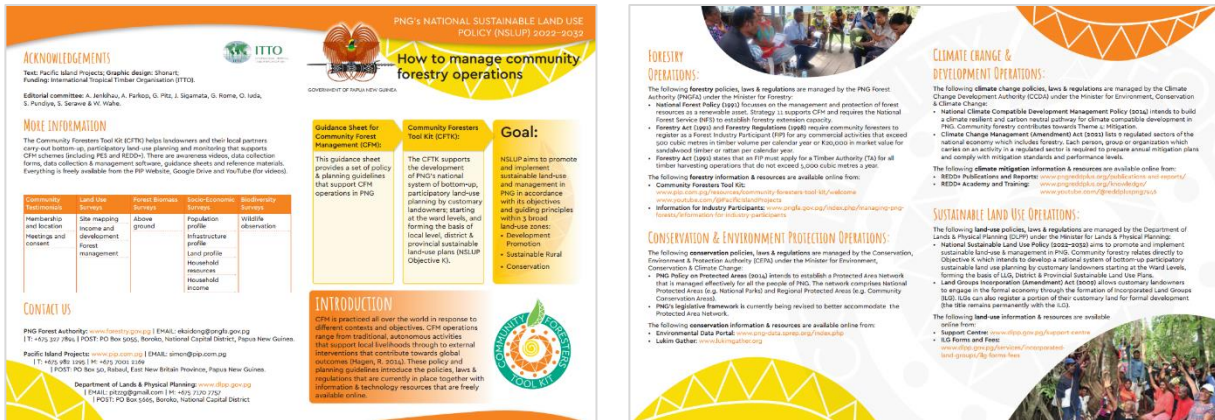


Figure 3: The guidance sheet for managing CFM operations accompanies the CFM Policy & Planning Guidelines.

3.3 Data Collection & Management Software

Technical Report 1 (Potential variables to be measured, mapped and interpreted) and Technical Report 2 (Software development to support community forest management) describe the data collection and management software that has been prepared to enable customary landowners to participate effectively in CFM schemes.

The training resource developer prepared the following five pamphlets (one for each high-priority CFM topic) to accompany the data collection software ([KoboCollect](#)) and data management software ([KoboToolbox](#)) in consultation with local and national partners (each local partner was allocated one topic to field-test):

- **How to Manage Community Testimonials** with reference to 2 survey forms
- **How to Manage Land-use Surveys** with reference to 3 survey forms
- **How to Manage Forest Biomass Surveys** with reference to 1 survey form
- **How to Manage Socio-economic Surveys** with reference to 5 survey forms
- **How to Manage Biodiversity Surveys** with reference to 1 survey forms



Figure 4: The guidance sheet for community testimonials accompanies the data collection and management software for Forms 1a and 1b

4 Awareness videos

The training resource developer and public relations officer (PNGFA) prepared a set of short videos in Tokpisin (with titles in English & Tokpisin) to help local partners promote bottom-up, participatory land-use planning and monitoring practices with reference to NSLUP and the data collection and management resources developed by the project. The public relations officer captured the videos during the field-testing of data collection software with local partners and their pilot communities.



Figure 5: The PNGFA's public relations officer recording a video presentation by the leader of the Gibara Community in Milne Bay Province

4.1 National Sustainable Land Use Policy (NSLUP)

One video was prepared to accompany the two NSLUP guidance sheets for NSLUP. This video was presented by the principal policy research officer (DLPP) during an awareness session with women from the Haia community in Simbu Province.

- **How does NSLUP help forest resource owners** outlines NSLUP's goal, objectives & strategies and Objective K's intention to develop a national system of bottom-up participatory sustainable land use planning by customary landowners starting at the Ward Levels, forming the basic of Local Level Government, District and Provincial Sustainable Land Use Plans.



Figure 6: The awareness video for NSLUP was prepared with DLPP and the Haia Community in Simbu Province

4.2 Data Collection & Management Software

Four videos were prepared to accompany four of the five data collection and management guidance sheets⁵. The following videos were presented by local partners and pilot community representatives during the field-testing work (each local partner was allocated one CFM topic to field-test):

- **How do land-use surveys help forest resource owners** with reference to 3 survey forms
- **How do forest biomass surveys help forest resource owners** with reference to 1 survey form
- **How do socio-economic surveys help forest resource owners** with reference to 5 survey forms
- **How do biodiversity surveys help forest resource owners** with reference to 1 survey form



Figure 7: The awareness video for forest biomass surveys was prepared with FPCD and the Ugalingu Community in Madang Province

5 Online communication platforms

The Community Foresters Tool Kit (CFTK) contains all the files developed by the project including data collection forms, training & awareness resources and technical reports.

The training resource developer set-up the most appropriate online platforms for freely sharing the CFTK resources, as well as building productive online networks. These platforms are currently managed by Pacific Island Projects (PIP) together with the data collection software – [KoboCollect](#) - and data management software - [KoboToolbox](#) - that are also freely available online.

PIP is currently developing its online communication strategy (including step-by-step publication protocols & audience engagement tasks) and upgrading its communication platforms with support from [ACIAR Project FST-2028-178](#). The primary platform – the [PIP Website](#) - is expected to be fully modernised and mobile-friendly by December 2024.



Figure 8: The CFTK logo selected during the national workshop

⁵ Unfortunately, the local partner responsible for the community testimonial topic was unable to undertake the field-testing activity with their pilot community in East New Britain Province

5.2 File Sharing

The CFTK resources are/will be hosted on the following platforms:

- [CFTK Webpages](#) will contain all the PDF and MP4 files (data collection forms, training & awareness materials & technical reports) that have been approved by the project for public circulation
- [CFTK Playlist on YouTube](#) will contain all the MP4 files (awareness videos) that have been approved by the project for public circulation
- [CFTK Folder on Google Drive](#) contains all the PDF and MP4 files (data collection forms, training & awareness materials & technical reports) which have been shared with the project's local and national partners

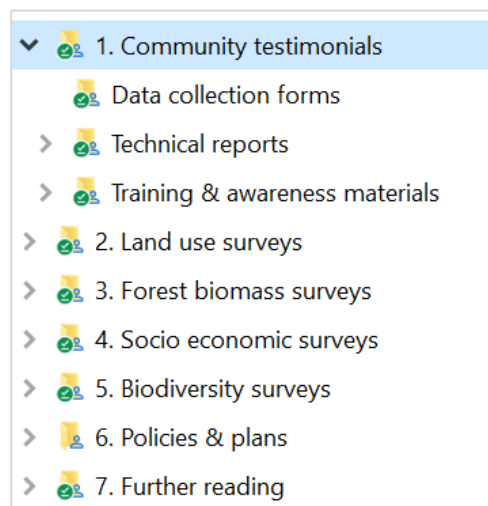


Figure 9: CFTK Folder on Google Drive

5.3 Networking Forums

The following platforms have been set-up to encourage the exchange of information and ideas between forest resource owners, local partners and national partners:

- [CFTK WhatsApp Community](#) provides an online communication forum for local and national partners with 4 Groups (Land-use, Forest biomass, Socio-economics and Biodiversity) which assisted the field-testing activities and enabled rapid responses to data collection software errors encountered in the field.
- [CFTK Class on Google Classroom](#) provides an online communication forum for local and national partners together with structured "Classwork" for delivering material, assignments and questions (e.g. members will soon be assigned feedback forms designed to improve PIP's current communication platforms)

6 Conclusion

A suitable set of training and awareness resources has been developed to assist project partners carry-out bottom-up, participatory land-use planning and monitoring using the data collection and management resources developed by the project with reference to the policies, laws, regulations and online resources that are currently in place.

These resources have been adequately field-tested with local partners and their pilot communities during their data collection activities and reviewed during a national workshop with the project's local and national partners.

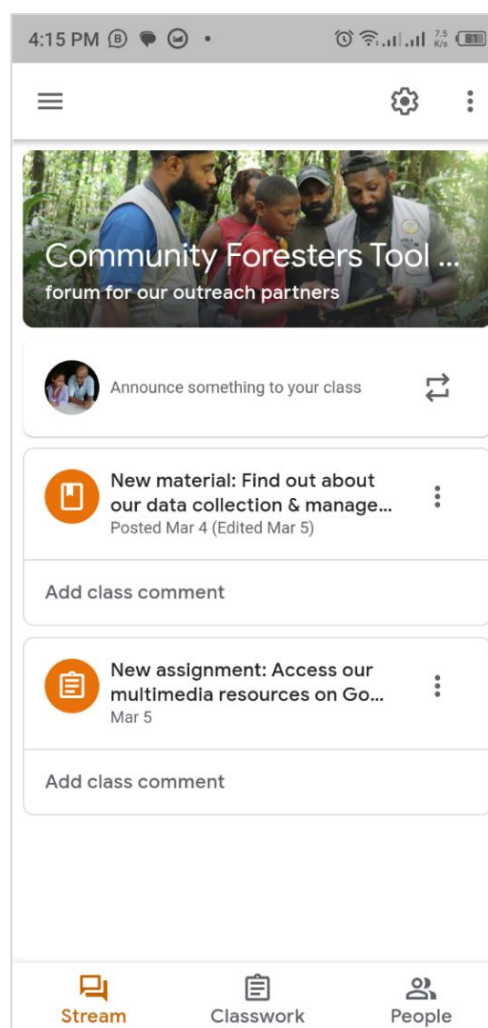


Figure 10: CFTK Class on Google Classroom

The file sharing and networking platforms provide a sound basis for assisting project partners to scale-up their data collection and management activities over time, as well as enable forest resource owners and local partners in other locations to participate effectively in CFM schemes over time.