



Handbook for Biodiversity Management Committees (BMCs)

Prepared by
Punjab Biodiversity Board

Supported by
National Biodiversity Authority, Govt. of India



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Disclaimer

Earnest efforts have been made to compile this information as accurate as possible, but the Punjab Biodiversity Board will not be held responsible for any remaining inaccuracies or omissions or typographical errors.

Dr. Jatinder Kaur Arora
Member Secretary
Punjab Biodiversity Board



Prologue

Biodiversity Management Committees (BMCs) plays crucial role in achieving the objectives of the Biodiversity Act, 2002, it is important to generate awareness among BMCs regarding their rights along with the roles and responsibilities.

These committees form the core of institutional set up to effectively implement the Biological Diversity Act in India. This local level, statutory body is vested with enormous responsibility under the Act and considered vital to realize the objectives of conservation, sustainable use and fair and equitable sharing of benefits arising from use of biological resources for commercial utilization.

*I am confident that “**Handbook for Biodiversity Management Committees (BMCs)**”, prepared by Punjab Biodiversity Board would certainly help in enhancing the understanding of BMCs w.r.t aims & objective of Act as well as actions required to be taken at local level for biodiversity conservation .*

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List of Abbreviations

ABS	–	Access & Benefit Sharing
BHS	–	Biodiversity Heritage Sites
BMC	–	Biodiversity Management Committee
CBD	–	Convention on Biological Diversity
CEO	–	Chief Executive Officer
CITES	–	Convention on International Trade in Endangered Species of Wild Fauna and Flora
CMS	–	Convention on Conservation of Migratory Species of Wild Animals
EO	–	Executive Officer
IPR	–	Intellectual Property Rights
ISFR	–	India State of Forest Report
LBF	–	Local Biodiversity Fund
MoEFCC	–	Ministry of Environment Forest & Climate Change
NBA	–	National Biodiversity Authority
NGO	–	Non Governmental Organization
PBB	–	Punjab Biodiversity Board
PBR	–	People’s Biodiversity Register
TSG	–	Technical Support Group
UC	–	Utilization Certificate
UNFCCC	–	United Nations Framework Convention on Climate Change
UTBC	–	Union Territory Biodiversity Council

What is Biodiversity



Biodiversity is all the different kinds of life found in one area—the variety of animals, plants, fungi, and even microorganisms like bacteria that make up our natural world. Each of these species and organisms work together in ecosystems, like an intricate web, to maintain balance and support life. Biodiversity supports everything in nature that we need to survive: food, clean water, medicine, and shelter.



AGROBIODIVERSITY is the diversity of crops and their wild relatives, trees, animals, microbes and other species that contribute to agricultural production. This diversity - which results from thousands of years of interactions among people and the environment - is a key component of healthy diets and human health.



Roheda (*Tecomella undulata*)



Kanjli Wetland, District Kapurthala



Why Biodiversity is Important



- ❖ Ecosystem stability by providing habitat to large number of flora and fauna
- ❖ Provides various services such as;
 - **Consumptive use:** Products consumed directly (without market support) e.g. food, fuel, fodder, fiber, meat, local medicines
 - **Productive use:** Commercial products, food products, timber, fodder, fiber, medicine, rubber, silk, etc.
 - **Non-Consumptive:** Carbon fixation, soil protection, pollination, climate regulation, maintenance of water cycle, cycling of nutrients, etc.
- ❖ Eco- Tourism, heritage & cultural value
- ❖ Prevention from disease attack & total crop failure
- ❖ Essential part of the solution to climate change
- ❖ Educational, scientific, aesthetic and inspirational attributes



Threats to Biodiversity

- ❖ Habitat fragmentation and destruction
- ❖ Deforestation & over exploitation of natural resources
- ❖ Invasive Alien Species
- ❖ Industrialization & Pollution (Air, Water & Soil)
- ❖ Unscientific waste management
- ❖ Over reliance on Hybrids & exotic breeds
- ❖ Risks associated with Climate change
- ❖ Unplanned Urbanization

Monoculture, imbalanced use of chemical fertilizers, pesticides, insecticides, eutrophication, salinization and alkalinization lead to the loss of agrobiodiversity.



Biodiversity of Punjab

Punjab is predominantly an agrarian state having:

- ❖ Cropland ecosystem dominant in state as 84% area under agriculture
- ❖ 6.12% of total geographic area is under forest including 2.45% tree cover & 3.67% forest cover (ISFR, 2019)
- ❖ Six Wetlands namely, Harike Lake, Ropar Lake, Kanjli Lake, Keshopur Miani Community Reserve, Nangal Wildlife Sanctuary and Beas Conservation Reserve of International Importance (Ramsar Sites);
- ❖ Large number of flora and fauna recorded from forests, agricultural areas and wetlands;
- ❖ Rich in domesticated plants & animal diversity;
- ❖ The Shivalik area of Punjab constitutes about 77% of the total forest area comprising sub-mountainous zone and undulating land below the hills in the districts of Gurdaspur, Hoshiarpur, Pathankot, S.B.S Nagar and Ropar.



Faunal Diversity



Taxon	Approx. No. of Species	% of species with reference to India
Invertebrates		
Protozoa	84	3.3
Platyhelminthes	41	2.9
Nematoda	157	1.8
Annelida	34	3.8
Arthropoda	>1147	1.8
Mollusca	85	1.7
Vertebrates		
Pisces	112	5.2
Amphibia	16	6.7
Reptilia	35	6.6
Aves	442	37.0
Mammalia	43	7.7



Taxon	Approx. No. of Species	% of species with reference to India
Algae	307	5.2
Fungi	>560	7.5
Lichens	21	-
Bryophytes	34	1.3
Plantophytes	48	4.7
Gymnosperms	21	32.6
Angiosperms	1939	12.9



Floral Diversity

Domesticated Plant and Animal Diversity of Punjab

Domesticated Plant Diversity

Crops	Pre-Green Revolution Varieties	Post-Green Revolution Varieties
Wheat	41	49
Rice	31	27
Cotton	17	32
Maize	4	21
Sugarcane	11	16
Bajra	3	11
Pulses	18	47
Oil Seeds	8	35
Vegetables	35	148
Fruits	16	67



Domesticated Animal Diversity

Domestic Animals	Breeds
Cattle	Hariana, Sahiwal, Holstein, Cross breed Jersey
Buffalo	Nili Ravi, Murrah, Murrah Graded
Sheep	Lohi, Nali, Desi, Cross bred
Goat	Besi, Beetal
Horse	Bhutia, Grey Sindhi, Marwari, Kathiawari
Poultry	Desi, White leg horn, Punjab Brown



Efforts to Conserve Biodiversity



- ❖ India is one of the 17 recognized mega-diverse countries of the world & representing 4 of the 34 globally identified Biodiversity Hotspots.
- ❖ To protect the critically endangered and other threatened animal & plant species, Govt. of India has adopted many steps, laws and policy initiatives.
- ❖ India is a signatory to several major international conventions relating to conservation and management of Environment such as Ramsar Convention on Wetlands, United Nations Framework Convention on Climate Change (UNFCCC), Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES), Convention on Conservation of Migratory Species of Wild Animals (CMS) and Convention on Biological Diversity (CBD), etc.



State Tree of Punjab : Shisham/ Tahli (*Dalbergia sissoo*)

What is CBD



India holds a sovereign right over its biological resources as well as over the traditional knowledge associated with it. The sovereign right allows a country to fully assert its exclusive entitlement over the natural wealth and resources found within its boundaries.

This right of a country was recognized in 1992, when the United Nations adopted the CBD (Convention on Biological Diversity). It addresses all aspects of biological diversity i.e., genetic resources, species diversity and ecosystems in their entirety.

CBD is a landmark agreement that has been adopted by 196 countries including India on June 5, 1992 in Rio de Janeiro, Brazil.



The convention has three main goals:

- ❖ Conservation of biological diversity (or biodiversity);
- ❖ Sustainable use of its components; and
- ❖ Fair and equitable sharing of benefits arising from genetic resources.

What is Biological Diversity Act 2002



The Biological Diversity Act, 2002 has been enacted by Govt. of India for the conservation of biological diversity and it provides institutional arrangement for mainstreaming biodiversity conservation at all levels.

The Act was enacted to meet the obligations under the CBD.

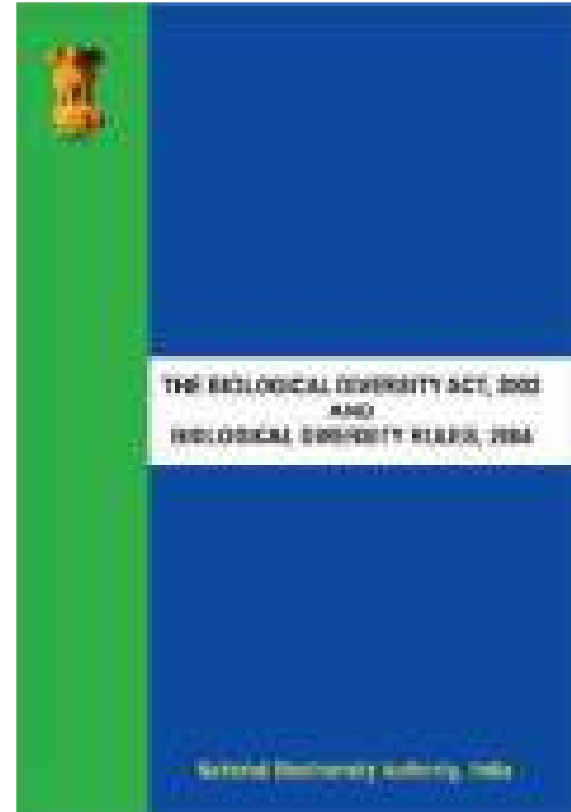
The Act recognizes local communities as custodians of biological resources, as well as the traditional knowledge and practices associated with them.



Salient Features

of the Act

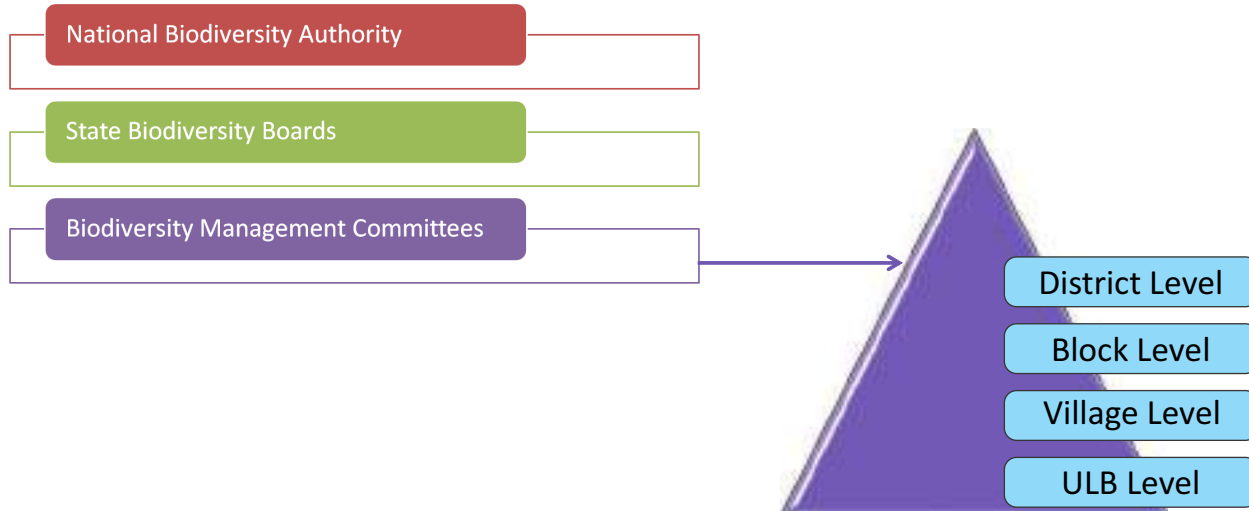
- ❖ To conserve and sustainably use biological diversity;
- ❖ To regulate access to biological resources of the country;
- ❖ To respect and protect knowledge of local communities related to biodiversity;
- ❖ To secure sharing of benefits with local people as conservers of biological resources and holders of knowledge and information relating to the use of biological resources;
- ❖ Conservation and development of areas of importance from the standpoint of biological diversity by declaring them as Biodiversity Heritage Sites;
- ❖ To setup institutional framework for promoting conservation of biodiversity;
- ❖ Protection and rehabilitation of threatened species.



Levels of Action



The Biodiversity Act has established a three-tier structure for implementation:



National Biodiversity Authority (NBA)

- ❖ The National Biodiversity Authority (NBA) was established in 2003 under Section 8 of Biological Diversity Act, 2002 by the Govt. of India.
- ❖ NBA is statutory body & performs facilitative, regulatory and advisory function for Government of India on issues of conservation, sustainable use of biological resource and fair equitable sharing of benefits arising out of utilization of biological resources.
- ❖ NBA provides technical & financial support to State Biodiversity Boards (SBBs) & Union Territory Biodiversity Councils (UTBCs) to carry out various envisaged activities.

For more details, please visit <http://nbaindia.org/>



Shivalik Region of Punjab (Location: Village-Dukhniali, Pathankot)

Punjab Biodiversity Board (PBB)

Govt. of Punjab has established Punjab Biodiversity Board (PBB) in December, 2004 as a statutory body u/s 22 of Biological Diversity Act, 2002 to promote conservation & sustainable use of biological resources. The major mandate of the Board is as under:

- ❖ Advise the State Govt. and provide technical assistance on matters related to conservation & sustainable utilization of biological resources.
- ❖ Facilitate setting up of Biodiversity Management Committees (BMCs) and preparation of People's Biodiversity Registers (PBRs) at District/ Block/ Village and ULBs level.
- ❖ Regulation of access to biological resources and associated Traditional Knowledge.
- ❖ Identify and facilitate conservation of 'Biodiversity Heritage Sites' and rehabilitation of threatened flora and fauna of the State.
- ❖ Undertake capacity building programs, studies and promote Research & Development for biodiversity conservation.

State Aquatic Animal of Punjab : Indus River Dolphin
(*Platanista gangetica minor*)



State Animal of Punjab: Blackbuck/ Kala Hiran
(*Antelope cervicapra*)

Biodiversity Management Committees (BMCs)

As per Biodiversity Act, 2002 (Section 41); Every local body shall constitute a BMC within its area of jurisdiction. BMCs are statutory bodies, set up by the 'Local Bodies'



As per Section 41 of the Biodiversity Act, 2002 and Rule 22 of Biodiversity Rules, 2004, BMCs are required to be constituted at every local body level (Zila Parishad, Block Panchayat, Village Panchayat and ULB Level) for promoting conservation, sustainable use of biodiversity and documentation of local flora and fauna in the form of PBRs.

Role and Responsibilities of BMCs

- ❖ Preparation & maintenance of People's Biodiversity Registers (PBRs)
- ❖ Conservation of traditional varieties/breeds of important plants/animals.
- ❖ Management of Biodiversity Heritage Sites including Heritage Trees (associated with aesthetic and religious beliefs and historic value), animals, sacred groves and sacred water bodies.
- ❖ Levy collection fee (Access to biological resources)
- ❖ To hold regular meetings and submit minutes of the meetings to the local body/district nodal officer.
- ❖ To submit annual report to the local body in a prescribed format attached at Annexure I
- ❖ To provide inputs & support to PBB on various matters pertaining to conservation & sustainable use of biodiversity within their jurisdiction
- ❖ Commemorate important days and events such as Biodiversity day, Water day, Wetland Day, Earth day, Environment day, Forest day and Wildlife week etc.
- ❖ To maintain data about the local hakims/voids and practitioners using the biological resources

Constitution of BMCs

- ❖ BMC constitution process involves consultation & participation of all the stakeholders of Local Body
- ❖ Sample resolution prescribed by NBA shall be passed by the Local Body to constitute the BMC.
- ❖ Selected member shall be a voter of concerned local body.
- ❖ Local body must ensure that selected members should have the basic knowledge of local flora and fauna and related knowledge.

BMC constituted at all Local Bodies level

Punjab Biodiversity Board provided technical support to Department of Rural Development and Panchayats (DRDP) and Department of Local Government (DLG), Govt. of Punjab in 100% constitution of BMCs at all levels (District, Block, Village and ULBs) detailed as under:

Level	BMCs Constituted
District	22
Block	150
ULB	167
Village	13260
Total	13599



Copy of BMC resolution is at Annexure II

Composition of BMCs

Rule 22 (2) of Biodiversity Rules, 2004: The composition of BMC includes Chairperson + 6 Members nominated by Local Body (33% Women, 18% SC & ST)

Chairperson Selection and Tenure

- ❖ Chairperson of the BMC shall be elected from amongst the members of the committee in a meeting to be chaired by the Chairperson of the local body (e.g. Panchayat in villages and municipality in urban areas).
- ❖ Chairperson of the local body shall have the casting vote in case of a tie. The Chairperson of the BMC shall have tenure of 3 years.

Tenure of a BMC

- ❖ Once a BMC is constituted, its operation should commence immediately under the guidance of Local Body and Punjab Biodiversity Board.
- ❖ The tenure of the BMC will be five years / co-terminus with the tenure of the local body however, the existing BMC will continue to operate, until a new committee is constituted.



Technical Support Groups (TSGs)

The Technical Support Groups (TSGs) will provide technical inputs and advice to the BMCs on the identification of plants and animals, monitor and evaluate the PBR exercise, examine confidential information and advice on legal protection, maintain a database of local and external experts on biodiversity.

The members of the TSG be selected from:

- ❖ Govt. officials (Department of Forests, Agriculture, Horticulture, Fishery, Animal Husbandry, AYUSH, Health etc.)
- ❖ Local persons having knowledge on biodiversity related issues.
- ❖ Experts from educational institutes (University, colleges, NGOs, School etc.)
- ❖ Local Herbal practitioners (Vaid, Hakim etc.)



Punjab Biodiversity Board facilitated in setting up of Technical Support Groups in all 22 Districts.

Local Biodiversity Fund (LBF)

- ❖ As per Section 43 of Biodiversity Act, 2002 BMC shall open a Bank Account in a nationalized bank in the name of District/Block/Village/ULB Biodiversity Management Committee.

Example: Village Biodiversity Management Committee, Cholti Kheri

- ❖ Account to be jointly operated by Chairman and Member Secretary.
- ❖ All the receipts from PBB, NBA, District Administration and any other fees & charges levied by the BMC is to be deposited in the Account of BMC.
- ❖ The funds can be used for conservation and promotion of Biodiversity.
- ❖ Utilization Certificate (UC) to be provided to the appropriate authority from whom they received the Fund and to NBA/SBB as required.



Role of Local Bodies

- ❖ The local body shall provide guidance to BMC for its effective functioning from time to time. It will keep a record of the Annual Reports and accounts of the BMCs and ensure safe custody of the local PBR.
- ❖ It shall ensure that the BMCs are integrated with the functioning of existing local institutions by cross-membership, regular coordination meetings and other such measures as determined by the local bodies or as specified by the Board. The adequate funding support be provided to BMC by Local Body to discharge its functions.
- ❖ BMC meetings be held at the office of the concerned local body. Wherever possible, the dedicated space/room be provided for holding such meetings and other consultations by the local body.



Department of Rural Development & Panchayats (DRDP) and Department of Local Government (DLG) are the Nodal agencies for Constitution and Operationalization of BMCs at various levels (District, Block, Village and ULBs) throughout the Punjab.

PBR Preparation

Punjab Biodiversity Board provided technical support to Department of Rural Development and Panchayats and Department of Local Government in 100% preparation of PBRs at all levels (District, Block, Village and ULBs), out of which 53 Model PBRs has been prepared by PBB with the financial support of NBA, Govt. of India and active involvement of BMCs & TSGs as under:



Level	Model PBRs Prepared by PBB	PBRs Prepared by BMCs	Overall Total
District	14	8	22
Block	7	143	150
ULB	0	167	167
Village	32	13228	13260
Total	53	13546	13599

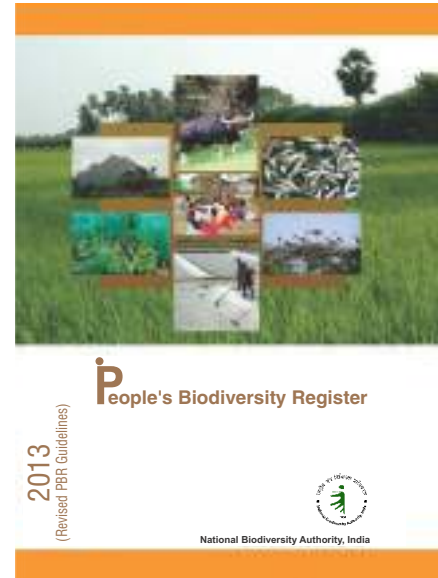
What is PBR



People's Biodiversity Register (PBR) is a Dynamic Document prepared by the Concerned BMCs with the technical support of Board, Local bodies and TSGs in the prescribed template. It is an important document in the legal arena as evidence of prior knowledge and hence careful documentation is necessary.

PBR focuses on many things:

- ❖ Biodiversity & people's knowledge including agricultural, animal husbandry practices.
- ❖ Local people, their dependency on biological resources
- ❖ Landscape or waterscape of the area
- ❖ People's perspectives on management issues
- ❖ Promote participatory management of resources
- ❖ Facilitate benefit sharing by making communities aware of: Economic value of resources, market opportunities
- ❖ Provide access to information on technologies of local relevance
- ❖ Helps in preserving biodiversity knowledge for posterity



PBR template contains 31 formats of landscape diversity which includes Agrobiodiversity, Domesticated biodiversity (fruits trees, medicinal plants, ornamental plants/tree/climbers, domesticated animals, culture fisheries), Wild biodiversity(trees/shrubs/herbs/tubers/grasses/climbers), Urban biodiversity etc.

Process of PBR Preparation

Step:1 Formation of Biodiversity Management Committee

Step:2 Sensitization of the public about the study, survey and possible management

Step:3 Training of members in identification and collection of data on biological resources and traditional knowledge

Step:4 Data collections includes review of literature on the natural resources of the districts, Participatory Rural Appraisal (PRAs) at village level, house hold interviews, individual interviews with village leaders and knowledgeable individuals, key actors of the Panchayat Raj Institutions and NGOs and direct field observations

Step:5 Analysis and validation of data in consultation with Technical Support Group (TSG) and BMC

Step:6 Preparation of People's Biodiversity Register (PBR)

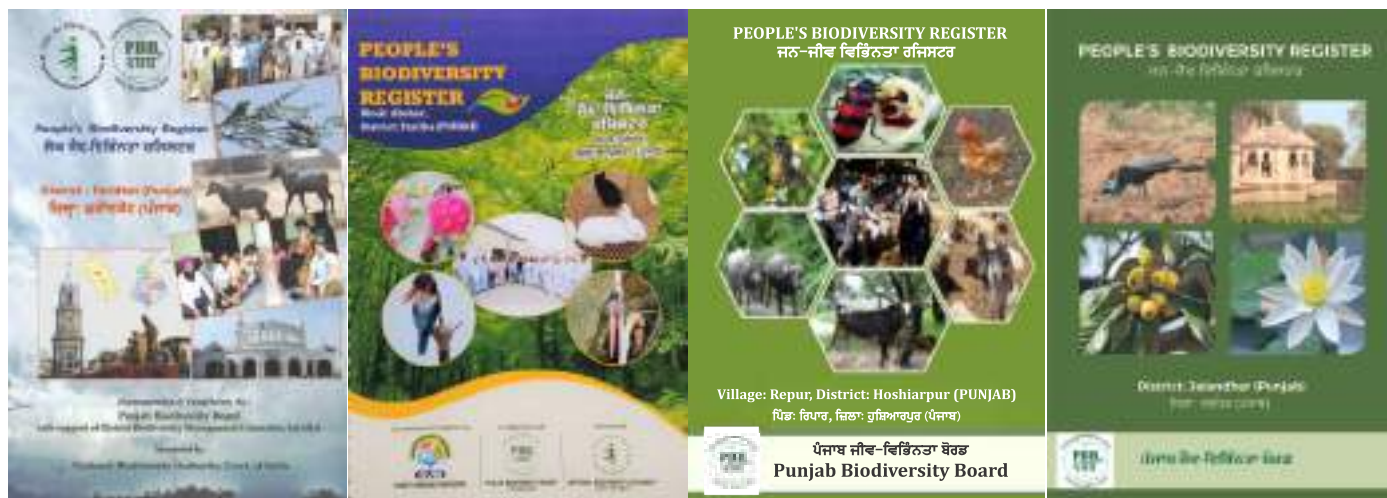
Step:7 Computerization of information and resources



Custody of PBRs and information therein

BMC shall ensure the protection of the knowledge recorded in the PBRs principally in the matters of regulation of access to agencies and individuals outside the village limits. Access to registers need to be recorded in writing and maintained in consultation with SBB/TSG.

- ❖ The PBRs shall be maintained, authenticated and validated by the BMCs with the assistance/guidance of the local TSG.
- ❖ A copy of PBR would be made available to the SBB.



Copies of Model People's Biodiversity Registers

Benefits of documenting PBR

- ❖ Promoting sustainable management of agriculture, livestock, fish, forest resources to support livelihoods of the local people.
- ❖ Creating opportunities to generate local income in return for access to biological resources and providing feedback on ABS applications.
- ❖ Collecting information for preparing the biodiversity management plan, to help address concerns relating to biodiversity and the impacts of adverse activities.
- ❖ Bringing science and local traditional practices together for the benefit and welfare of our society, today and in the future.
- ❖ Whenever some companies such as pharmaceuticals or cosmetic companies want to undertake research on any specific plant or other biological resource or if they want to use the biological resources for commercial purposes, details on quantity collected are recorded by the BMC. BMC can also levy a fee for the collection of biological resources.

NBA and PBB shall consult the concerned BMCs while taking any decision relating to the use of biological resources and knowledge associated with such resources occurring within the territorial jurisdiction of the BMCs.



NOTE: It does not stop companies or researchers from using biological resources, rather it provides legal certainty through a PIC, a Prior Informed Consent and the MAT, the Mutually Agreed Terms.

ABS Provision of ACT

Illustrative Example; If a company wants to use *Amla (Embllica officinalis)* from Punjab , it must seek permission from the NBA, or the PBB depending on its legal status. These permissions will be in form of a benefit-sharing agreement or an ABS agreement.

The concerned BMC of Punjab from where the resources have been collected, will receive 95% of Access and Benefit Sharing (ABS) amount to paid by the company as per ABS Guidelines. The BMC would be use ABS funds for conserving of biological resources within its area.



Individuals or companies such as pharmaceuticals, cosmetics, nutritional supplements, and others who want to use species of plants, animals or even microorganisms or the traditional knowledge of the peoples of India – all require prior permission. Only certain biological resources listed under the category of “Normally Traded Commodities (NTC)” are exempted from this rule.

Biodiversity Heritage Sites (BHSs)

As per the Section 37 of the Biodiversity Act, 2002 the State Govt. may, from time to time in consultation with the local bodies, notify in the Official Gazette, area of biodiversity importance as Biodiversity Heritage Sites.

The Biodiversity Heritage Sites are unique ecosystems having rich biodiversity comprising: wild as well as domesticated species, High endemism & Presence of rare and threatened species along with significant cultural, religious beliefs, ethical or aesthetic values.

PBB after consulting with concerned local body can identify such sites/areas/water bodies/sacred groves as 'BHSs'

Significance and Objectives of BHSs:-

- ❖ To strengthen the biodiversity conservation in traditionally managed areas and to prevent the rapid loss of biodiversity.
- ❖ Conservation of rare and threatened species

Kaya Kalap Vriksh, Village Cholti Kheri, District Fatehgarh Sahib



The creation of BHS may not put any restriction on the prevailing practices and usages of the local communities, other than those voluntarily decided by them. The purpose of declaring BHS is to enhance the quality of life of the local communities through conservation of such sites.

Source: NBA Guidelines for selection and management of the BHS

Threatened Flora and Fauna of Punjab

As per the Section 38 of the Biodiversity Act, 2002 the Central Govt. in consultation with the concerned State Govt. may from time to time notify any species which is on the verge of extinction or likely to become extinct in the near future as a Threatened Species.

Ministry of Environment, Forests & Climate Change, in exercise of its power by Section 38 of Biological Diversity Act, 2002, Vide No. S.O. 402(E.), dated 4th February, 2014 has notified 13 species (8 floral and 5 faunal) which are on the verge of extinction as Threatened Species.

The collection of such species of plants and animals shall be prohibited, except with the prior approval of the PBB only for the purposes mention below:-

- ❖ Scientific research, herbarium and museum of scientific & academic institutions,
- ❖ propagation and any other scientific investigation.

Further, PBB would undertake:-

- ❖ Studies on all aspects of the notified species,
- ❖ *In-situ, ex-situ* conservation and rehabilitation programs,
- ❖ Awareness programs , capacity building of BMCs, forest officials, forest dwellers etc.

Sr. No.	Name of Floral Species
1	<i>Tecomella undulata</i> (Rohida)
2	<i>Withania Coagulans</i> (Punir dodii)
3	<i>Anogeissus Sericea</i> (Indrokh)
4	<i>Alysicarpus bupleuroidifolius</i> (Sweet Alyce Clover, Chauhi)
5	<i>Hibiscus hoshiarpurensis</i>
6	<i>Ceropegia bulbosa</i> (Hedulo)
7	<i>Ophioglossum gramineum</i> (Adder's-tongue)
8	<i>Ophioglossum polyphyllum</i> (Large adders tongue)
Name of Faunal Species	
1	<i>Plantista gangetica</i> (Indus River Dolphin)
2	<i>Gyps bengalensis</i> Gmelin, 1788 (White-rumped vulture)
3	<i>Grus Antigone</i> Linnaeus, 1758 (Sarus Crane)
4	<i>Python molurus</i> Linnaeus, 1758 (Indian Rock Python)
5	<i>Pangshura tecta</i> Gray, 1830 (Indian Roofed Turtle)

Source: Notification vide no. S.O. 402 (E) dated 4th Feb., 2014, Ministry of Environment, Forests & Climate Change, Government of India, 2014

Some Threatened Floral and Faunal Species of Punjab



Rohida



Large adders tongue



Indrokh



Indian Roofed Turtle



Sarus Crane



Indian Rock Python



White-rumped vulture

Suggestive Activities for BMCs

- ❖ To promote plantation of native trees and rearing of indigenous breeds
- ❖ Setup village/block level seed banks of native varieties of crops, vegetables, fruits etc.
- ❖ Identify biodiversity rich areas/sites and take up conservation activities in the same.
- ❖ To showcase biodiversity conservation through setting up biodiversity parks, kitchen gardens, herbal gardens, biodiversity galleries etc.
- ❖ To remain vigilant regarding access of biological resources within its jurisdiction by outsiders.
- ❖ Encourage organic farming, diversification of crop varieties.
- ❖ To prepare proposals with the support of TSGs and PBB for availing financial support from various funding sources.
- ❖ Encourage rainwater harvesting, vermiculture and biogas plants among locals.
- ❖ To create awareness among local people about importance and conservation of biodiversity.

Model Annual Report format for Biodiversity Management Committee (BMC)

- a. The name of the committee
- b. The period to which the report relates (Financial Year)
- c. The incumbency of office for the period (Names of the Chairperson and Secretary)
- d. Detailed statement of programmes of action for the year
- e. Detailed report on the activities performed during the year
- f. A brief account of financial position of the committee
- g. Map of jurisdiction
- h. Progress of work in Peoples' Biodiversity Register (PBR):
 - Documentation
 - Update
 - Validation in consultation with the SBB and TSG
- i. Minutes Book recording resolutions and decisions made by BMC
- j. BMC Annual Financial Report with resolutions of the BMC
- k. List of Visitors
- l. List of persons provided access to biological resources and traditional knowledge by BMC
- m. Important communication between BMC-SBB-NBA
- n. Photographs, News clippings (if any)

Signature of the
Chairperson of the BMC

Signature of the
Secretary of the BMC

Annexure-II

**Formation of Biodiversity Management Committees
At Gram /Block/dist/ Nagar Panchayats/ Municipal Council/ Municipal Corporation**

Resolution No. _____ Date: _____

Name of the Gram/ Nagar Panchayat/ Municipal Council/ Municipal Corporation: _____ Block: _____ District: _____

The Gram/Block/Dist./ Nagar Panchayat/ Municipal Corporation/ Municipal Council meeting was held on _____ at _____ AM/PM in _____ Panchayat office, under the Chairmanship of Sri. _____ the President, and with the consent of all the members, Biodiversity Management Committee was formed under Section 4(1) of Biological Diversity Act 2002 and Rule 22 of Biological Diversity Rules 2004 for the period extermimus with the tenure of local body or five years (whichever is less).

Committee Members details

Sl.No.	Full Name	Age	Category	Signature
1			Chairman	
2			Woman member	
3			Woman member	
4			SC/ST member	
5			Member	
6			Member	
7			Secretary (Gram/ Nagar Panchayat Secretary or EO, Block Panchayat/ MC or CEO, Distt. Panchayat)	

The Biodiversity Management Committees will be responsible for :

1. Management and sustainable utilization of bio resources within its jurisdiction.
2. Stopping of illegal and irregular harvesting of bio resources within its jurisdiction.
3. Furnishing of information/opinion to National Biodiversity Authority, Chennai and Punjab Biodiversity Board, Chandigarh on various subjects as and when asked.
4. Levy charges as advised by National Biodiversity Authority/Punjab Biodiversity Board by way of collection fees for accessing/collecting bio-resources for commercial purpose within its jurisdiction.
5. To maintain data about the local hakims/ vaidis and practitioners using the biological resources.
6. Maintain register giving information about the details of access granted to biological resources and traditional knowledge, details of collection fee imposed and details of benefits derived and mode of their sharing.
7. The Biodiversity Management Committee will also be involved in documentation of biodiversity and associated traditional knowledge.
8. Management and use of Biodiversity Fund as per guidelines of National Biodiversity Authority and Punjab Biodiversity Board from time to time.
9. Identification and maintenance of Biodiversity Heritage Sites, if applicable.
10. Any other works related to biodiversity as decided from time to time.

Signature _____ Signature _____
Gram/ Nagar Panchayat/ Block/ Panchayat Secretary/EO/CEO
Distt./ Municipal Committee/ Municipal Corporation President

Counter Signature
NGO/ Special invitee

References

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ਪੰਜਾਬ ਜੈਵ-ਵਿਭਿੰਨਤਾ ਬੋਰਡ
Punjab Biodiversity Board

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