

# Sustainable Forests and Livelihoods (SUFAL)

## Site Specific Planning (SSP) Dashboard

### User Manual

Submitted To



Bangladesh Forest Department (BFD)

Ministry of Environment, Forest and Climate Change



Submitted By



Institute of Water Modelling (IWM)

## Table of Contents

1	Introduction.....	4
2	Objective.....	5
3	User Requirements .....	6
4	Getting Started .....	6
5	Login.....	7
6	Forget Password.....	8
7	SSP Dashboard .....	9
8	Beat Information .....	11
9	Plantation Site .....	14
10	Community Consultation .....	18
11	Nursery Journal .....	21
12	Plantation Journal .....	22
13	ADP Allocation .....	23
14	Silviculture Calendar .....	24
15	Environmental Social Safeguard .....	25
16	Collaborative Forest Management Plan .....	26
17	Sale or Distribution of Seedling API .....	28
18	Social Forestry and CFM API.....	29
19	Resources.....	30
20	Part A.....	31
21	Part B.....	32
22	Part C .....	33
23	Index Map .....	34
24	Approval .....	35
25	SSP Summary.....	37
26	Part A Summary.....	39
27	Part: B Summary.....	40
28	Part: C Summary .....	42

## SSP Dashboard User Manual

29	Map Dashboard .....	43
30	User Profile .....	44
31	Change Password .....	45
32	User Profile Handover .....	46
33	Logout .....	47

# 1 Introduction

The **Bangladesh Sustainable Forest and Livelihood (SUFAL) Project**, led by the **Bangladesh Forest Department (BFD)**, aims to improve both the environment and the lives of communities that depend on forests. The project focuses on promoting tree planting on public and private lands through better policies and regulations. It also offers alternative income-generating opportunities to forest-dependent communities, helping to improve their living standards. Additionally, the project works to increase tree cover, enhance the quality of natural forests, and protect biodiversity, with a special focus on coastal areas to strengthen the “green belt.” A key aspect of the project is collaboration with local communities to ensure that forest management and livelihood improvements are sustainable and beneficial in the long term.

To effectively manage and monitor the progress of the project, the **Site-Specific Planning (SSP) Dashboard** has been developed. This tool provides a comprehensive overview of the project’s activities, helping to track progress and provide insights into each project site. The project also uses **ODK (Open Data Kit)** for real-time data collection, ensuring that information from the field is accurate and up to date. To make the dashboard and data collection tools more accessible, a **User Manual** has been created. This manual offers clear, step-by-step instructions on how to enter data, track project progress, and generate reports. The goal is to ensure that all stakeholders, whether they are community members, field workers, or project managers can easily use these tools to make informed decisions and contribute to the project’s success.

## 2 Objective

The SUFAL Project is focused on collecting **SSP data** and creating **Index Maps** for 200 beats across 15 forest divisions, spanning three important landscapes: Hill, Sal, and Coastal areas. As part of this effort, the project will develop a web-based dashboard and SSP reporting interface, which will make it easier to visualize and manage the collected data. This platform will also offer simple editing features and an approval process to ensure the data's accuracy and reliability when preparing the Index Maps. In addition to organizing the existing SSP field data, the system will integrate new data collected in the field, helping to create a comprehensive and up-to-date database. A key component of the project is the hands-on training provided to **Bangladesh Forest Department (BFD)** staff, equipping them with the skills and knowledge needed to efficiently collect and manage data in the field. This training will ensure that the team is fully prepared to use the tools and methods required for accurate data collection, which will enhance the quality and consistency of the information gathered. By strengthening the capacity of field staff and improving data management processes, the project will support better decision-making and more effective monitoring of forest resources. Ultimately, these efforts will contribute to the sustainable management of forests, ensuring that the targeted landscapes are better protected and managed for future generations.

## 3 User Requirements

- ❖ Users must have a general understanding of how the SSP Dashboard operates.
- ❖ Users should have access to a laptop or desktop computer with a stable internet connection.
- ❖ Only authorized users are allowed to log in to the system.
- ❖ User email and passwords will be provided by an authorized person or system administrator.
- ❖ Upon logging in, users will see a dashboard and menus tailored to their specific role or access level.
- ❖ Users must follow the steps provided to effectively work within the application.

## 4 Getting Started

### System Requirements

The website can be accessed from any device. The application is designed with complete responsiveness, ensuring accessibility across various devices, including desktop computers, laptops, tablets, and smartphones. Optimal performance can be achieved by using the latest version of a compatible web browser, such as Chrome, Firefox, Brave, Edge, or Safari. It is recommended that the network connection has a minimum bandwidth of 5 Mbps to ensure seamless access to the application.

### Accessing the Website

- Open a web browser (e.g., Chrome, Firefox).
- Enter the website URL: [<http://ssp.bforest.gov.bd>].
- Ensure you have a stable internet connection.

## 5 Login

**Details:** User can login to the application using their credentials.

**Steps:**

- Navigate to <http://ssp.bforest.gov.bd/> by typing the URL into the address bar.
- Type in your registered email address in the designated field.
- Enter the password provided by the administrator.
- Click the Login button to proceed.
- Upon successful login, you will be redirected to the SSP Dashboard.

**Note:** Every user is provided with an account. A system admin creates accounts and provides the credentials to the users. Users don't have to create accounts themselves.

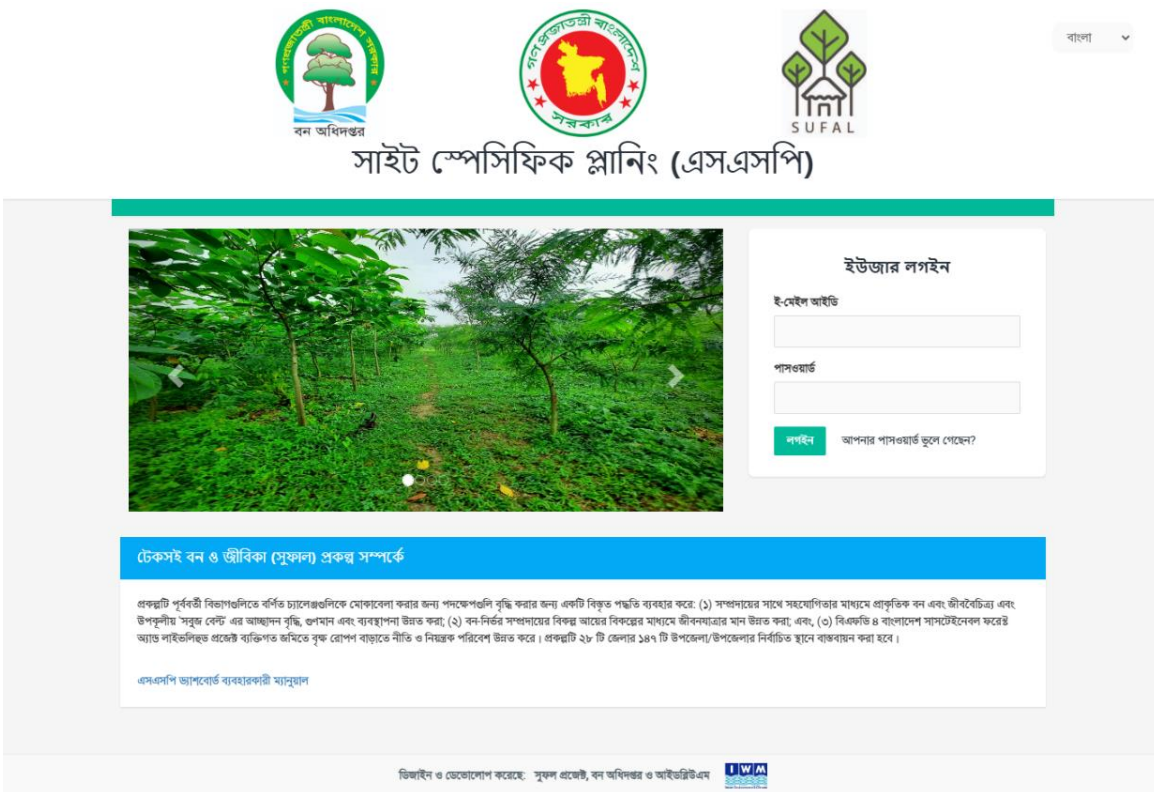


Figure 1: Login Page

## 6 Forget Password

**Details:** User can request access to the account if they forget their account password.

**Steps:**

- The “Forget Password” option can be found in the login page. Click on it.
- In the Forget Password page, enter the email associated with the account.
- Click on the “Send Password Reset Link”.
- An account recovery link will be sent to the email.
- Click the link and follow the steps.

**Note:** It may take some time get a recovery link. But if you don’t get any email, please contact support to recover your account.

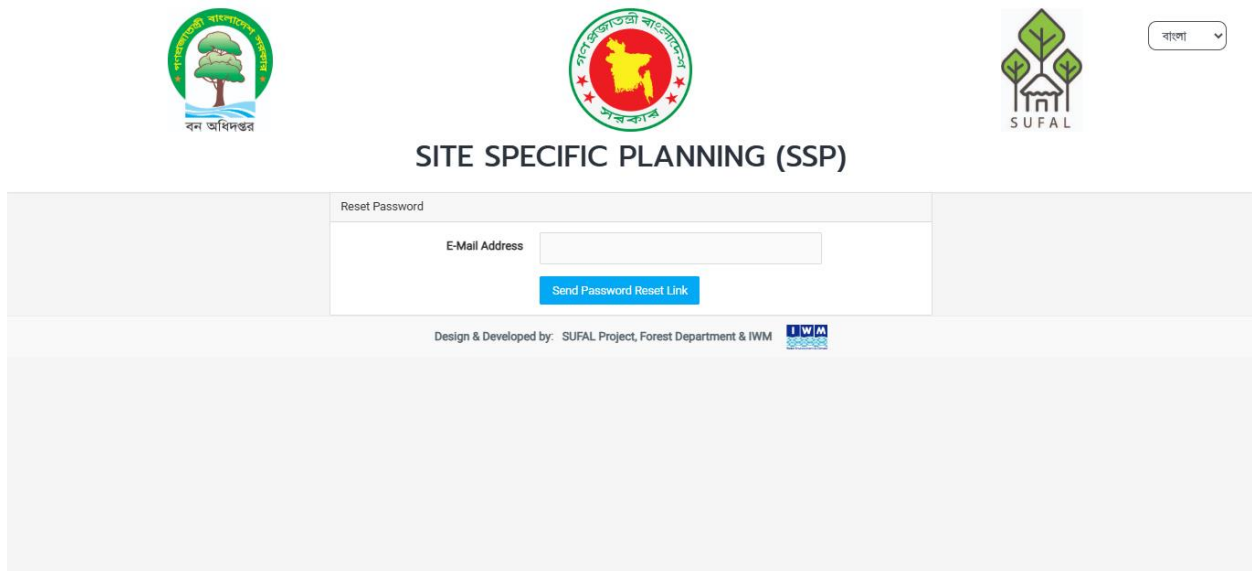


Figure 2: Forget Password

## 7 SSP Dashboard

**Details:** After logging in, users are redirected to the SSP Dashboard. The dashboard displays useful insights on various parts of SSP. It allows the user to change the language of the dashboard between “Bangla” and “English”.

The dashboard is equipped with a sidebar where they can navigate various menus tailored to their specific roles or board levels. These menus are intuitively organized, providing quick access to tools and features relevant to the user’s responsibilities. Each menu option is designed to streamline workflows and improve productivity by aligning with the user’s functional requirements. This role-based access ensures a personalized experience, allowing users to focus on their tasks while maintaining the system's integrity and security.

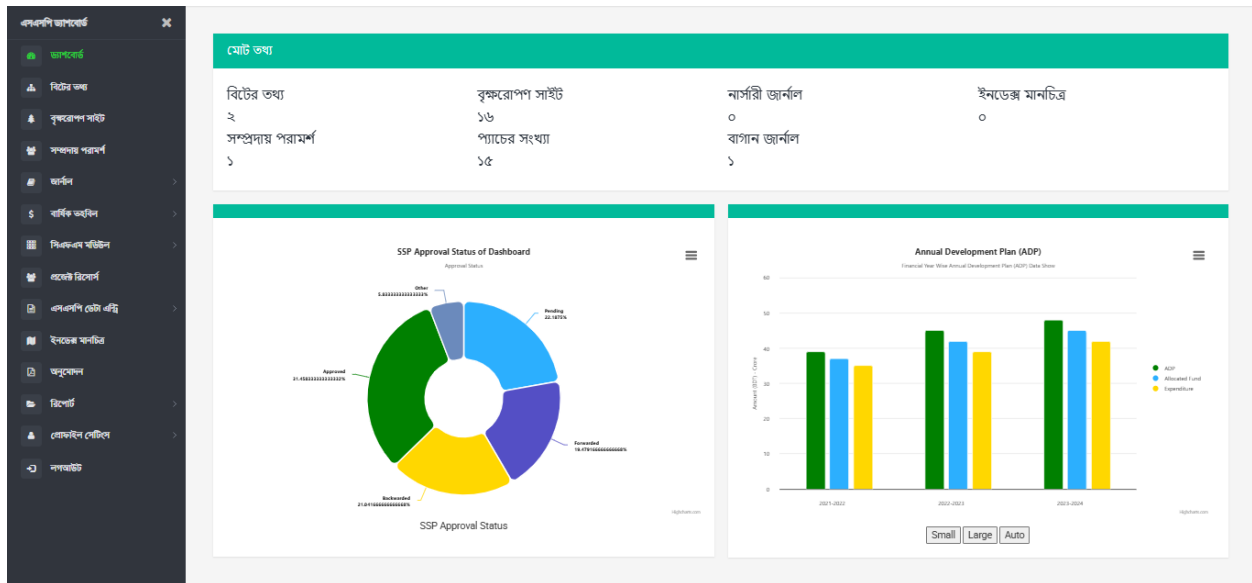


Figure 3: SSP Dashboard (Beat User)

### List of SSP Dashboard menus –

- Dashboard
- Beat Information
- Plantation Site
- Community Consultation
- Journal
  - Nursery Journal
  - Plantation Journal
  - Plantation Journal Docs
- Annual Fund
  - ADP Allocation
- CFM Module
  - Silviculture Calendar
  - Environmental Social Safeguard
  - CFMP
  - Sale or Distribution of Seedling API
  - Social Forestry and CFM API
- Resources
- SSP Data Entry
  - Part A
  - Part B
  - Part C
- Index Map
- Approval
- Reports
  - SSP Summary
  - Part A Summary
  - Part B Summary
  - Part C Summary
- Profile Settings
  - User Profile
  - Change Password
  - User Handover
- Logout

All the above menu items and their features are described below in a serialized manner. As we have already described on the dashboard, we shall start with the next one.

## 8 Beat Information

**Details:** This feature provides a comprehensive report of a beat. The Part A data entry information is shown here with an integrated map to help match the information with the geographic information.

Users can download and edit the report. This feature also enables the users to view the map in full screen, add different layers to the map, print it or hide the map.

**Steps:**

- From the sidebar, navigate to the “Beat Info”.
- Select the project name from the dropdown. Part A data entry information for the beat will be displayed as a report.
- Click the “Download” icon to download the report.
- Click the “Edit” icon to update the information. Make required changes and click “Update” button.
- Click the “Map” icon to print the map.
- Click the “Map Layers” to display more layers on the map.
- Click “Hide/Show” button to display or hide the map.

This feature includes –

- a. General Information
- b. Location Data (Beat/Camp/SFPC Information)
  - I. Forest Administration Information
  - II. Civil Administrative Information
  - III. Mouza Information
- c. Index Map of the Beat/Camp/SFPC
- d. Land information on the Beat/Camp/SFPC
  - I. Forest land as per legal status
  - II. Protected Area
  - III. Forest Cover Types
- e. Existing problems and it's their intensity in Forest land
- f. Existing Manpower and logistics in the Beat/Camp/SFPC
  - I. Existing Manpower
    - 1. Range Officer / Officer in charge
    - 2. Beat/Camp/SFPC in charge
    - 3. All other staff
  - II. Existing logistics in the Beat/Camp/SFPC
    - 1. Land Transports
    - 2. Water transport
    - 3. Other
- g. Villages and Community: Information of each village, in and around Beat/Camp/SFPC
- h. Additional Notes with Image
- i. Natural Disturbances/Threats/ Events
- II. Human interference within Beat/Camp/SFPC and its landscape

# SSP Dashboard User Manual

Dashboard > Part-A Report

## Part A: General Information of the Tankabati Beat (বনবিট/ক্যাম্প/এসএফপিসি-এর সাধারণ তথ্য)

Project Name  
SUFAL

Map Layers (ম্যাপ লেয়ার) Hide Map

- Ranges
- Beats
- Beat Office
- Beat Village
- Nursery Location
- Regeneration Photo
- Base Map
- Int. Boundary
- Division
- District
- Union
- Mauza

1. General Information (প্রাথমিক তথ্য)

1a. Information Collection date (তথ্য সংগ্রহের তারিখ): 10 April 2021

1.b. Name of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার নাম): Abdul Halim

1.c. Mobile number Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার মোবাইল নং): 01830126233

1.d. Address of the Office (Beat/Camp/SFPC) (বিট/ক্যাম্প/এসএফপিসি অফিসের ঠিকানা): Rajgata, Lohagara, Ctg.

1.e. GPS Location of the Beat/Camp/SFPC Office (বিট/ক্যাম্প/এসএফপিসি অফিসের জিপিএস স্থানাঙ্ক): 21.9904807000,92.1941367000,43.39,4.98

2. Location Data (Beat/Camp/SFPC Information) (এলাকার তথ্য) +

3. Index Map of the Beat/Camp/SFPC (বিট/ক্যাম্প/এসএফপিসি - এর ইনডেক্স ম্যাপ) +

4. Land information of the Beat/Camp/SFPC (বিট/ক্যাম্প/এসএফপিসির ভূমির তথ্য) +

5. Existing problems and its their intensity in Forest land (বনভূমির বিদ্যমান সমস্যা এবং সমস্যার মাত্রা) +

6. Existing Manpower and logistics in the Beat/Camp/SFPC (বিট/ক্যাম্প/এসএফপিসিতে বিদ্যমান জনবল ও সরবরাহ) +

7. Villages and Community: Information of each village, in nd around Beat/Camp/SFPC (বিট/ক্যাম্প/এসএফপিসি সংলগ্ন গ্রামাঞ্চল জনগোষ্ঠীর তথ্য) +

8. Additional Notes with Image (মোটরিক অবস্থার তথ্যাদির বিস্তারিত খাতায় লিখে ছবি তুলে আপলোড করুন) +

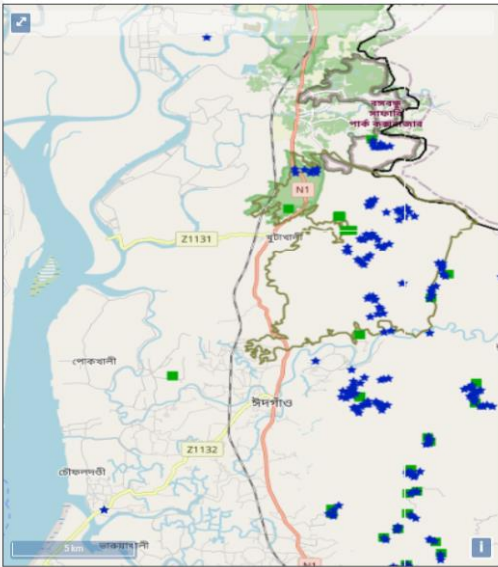


Figure 4: Beat Information

## 9 Plantation Site

**Details:** This feature gives us a detailed report on Part B: Plantation Intervention Planning. It also comes with an integrated map. The trace data is displayed on the map with other information.

Users can get the details of the Plantation Intervention Planning of a beat, view the GPX shape on a map, download, edit and delete data as they see fit.

**Steps:**

- From the sidebar, navigate the “Plantation Site” tab.
- To filter the information, select the project name and click the “Search” button. The list of reports for the beat will be listed.
- Click “Details” button to view the report.
- Click the “Download” icon to download the report.
- Click the “Map” icon to download the map.
- Click “hide/show” button to display and hide the map.
- Click the “Edit” icon to edit the information. Make required changes and click “Update” button.
- Click the “GPX View” button to view the polygon on the map.
- Click the “Download” icon to download the GPX document with shape.
- To download the shape files in desired format, click on “CSV”, “KML” or “GPX” button.
- To upload a new shape file, click “Choose File” and select the files. Then click on the “Upload” button.

This feature includes –

- a. General Information
- b. Location Data (Beat/Camp/SFPC Information)
  - I. Forest Administration Information
  - II. Civil Administrative Information
  - III. Mouza Information
- c. Plantation Intervention Site Planning
- d. Site Information
- e. Regeneration and Stock Assessment
  - I. Plot size: for Enrichment and ANR plantations
  - II. Regeneration Species
  - III. Status of Regeneration and Stock Assessment
- f. Intervention Detail
- g. Mangrove Plantation
  - I. For Mangrove Afforestation
  - II. Mangrove Enrichment
  - III. Optional Information
- h. Planting Plan
- i. Nursery Planning
  - I. Nursery Site
  - II. Nursery Site Selection (Quick assessment)
  - III. For Coastal Areas
  - IV. Nursery Caretaker Information
- j. Silviculture Calendar
  - I. Nursery Raising
  - II. Plantation Site Preparation
  - III. Planting
  - IV. Weeding and Mulching
  - V. Vacancy Filling
  - VI. Fertilizer
  - VII. Climber Cutting
  - VIII. Community Protection
  - IX. Others Treatment
- k. Additional Notes with Image

# SSP Dashboard User Manual

Dashboard > Part-B Report

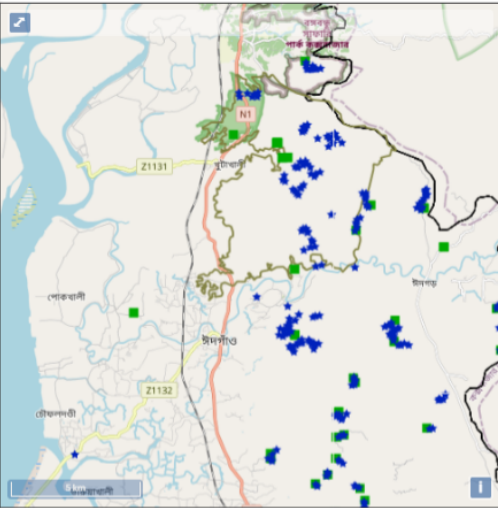
**Part B: Plantation Intervention Planning of the Beat (বনায়ন কার্যক্রম পরিকল্পনা)**

Project Name: SUFAL

**Map Layers (ম্যাপ লেয়ার)**

- Ranges
- Beats
- Beat Office
- Beat Village
- Nursery Location
- Regeneration Photo

- Base Map
- Land Cover 2015
- Int. Boundary
- Division
- District
- Union
- Mauza



**SSP List**

Show 10 entries Search:

SLNo.	Details	Actions	Data Collection Date	Beat Name
1	Details GPX View		17 August 2021	Tankabati
2	Details GPX View		17 August 2021	New Fulchari
3	Details GPX View		16 August 2021	Tankabati
4	Details GPX View		16 August 2021	New Fulchari
5	Details GPX View		11 April 2021	Tankabati
6	Details GPX View		11 April 2021	New Fulchari
7	Details GPX View		19 August 2021	Tankabati
8	Details GPX View		19 August 2021	New Fulchari

Figure 5: Plantation Site

# SSP Dashboard User Manual

## 3. Plantation Intervention Site Planning (বনায়ন কার্যক্রমের স্থান-ভিত্তিক পরিকল্পনা)

**Circle Name:** Chattogram Circle  
**Forest Division Name:** Chattogram South Forest Division  
**Range Name:** Padua  
**Beat Name:** New Fulchari  
**Plantation Type:** Enrichment Plantation  
**Plantation Year:** 2020-2021  
**Plantation Area(ha):** 20.00

Track shape with GPS (Tablet):



3.d.Total Measured area by Tab (ha) (বনায়নের সর্বমোট এলাকা (হেক্টর)): 21.93

Trace Data (GPS):

SL No.	Name of Trace GPX	Trace Type	Total Area (ha)	Total Area (ac)	Download	Action
1	CtgS-Pad-Tan-Ench-20ha-2020-21	Trace	21.9275	54.1609	<a href="#">CSV</a> <a href="#">KML</a> <a href="#">GPX</a>	<a href="#">Delete</a>

Figure 6: Plantation Site (GPX View)

## 10 Community Consultation

**Details:** This feature provides a detailed report on Community Consultations in the beat. It comes with an integrated map displaying trace data. It also gives an insight of the interaction with the communities relied on the forest.

This feature allows the users to view the detailed report on community consultations in the beat. They can also download, edit and delete a consultation record.

**Steps:**

- From the sidebar, navigate to the “Community Consultation” tab.
- Select the project name from the dropdown menu. The detailed reports for the beat will be listed.
- Click “Details” button to view the report.
- Click the “Download” icon to download the report.
- Click the “Edit” icon to edit the information. Make required changes and click “Update” button.
- While editing, users can also add trace shapes with GPS. They can also add detailed information about consultation recorded.
- Click the “Map” icon to download the map.
- Click “hide/show” button to display and hide the map.

This feature includes –

- a. General Information
  - I. Consultation Date/s
- b. Location Data (Beat/Camp/SFPC Information)
  - I. Forest Administration Information
- c. Take photographs during Community Consultations
- d. Community consultation issues
  - I. Biodiversity Conservation Issues
  - II. Livelihoods and Alternative Income Generation Activities (AIGA)
  - III. Forest Restoration: Scopes and Opportunities
  - IV. Others' Question
- e. Community Engagement in Forest Restoration through Collaborative Forest Management
- f. Social and Environmental Impacts (Safeguards)
- g. Take picture of the Consultation Notes
- h. Trace Shape with GPS
- i. Consultation Recorded

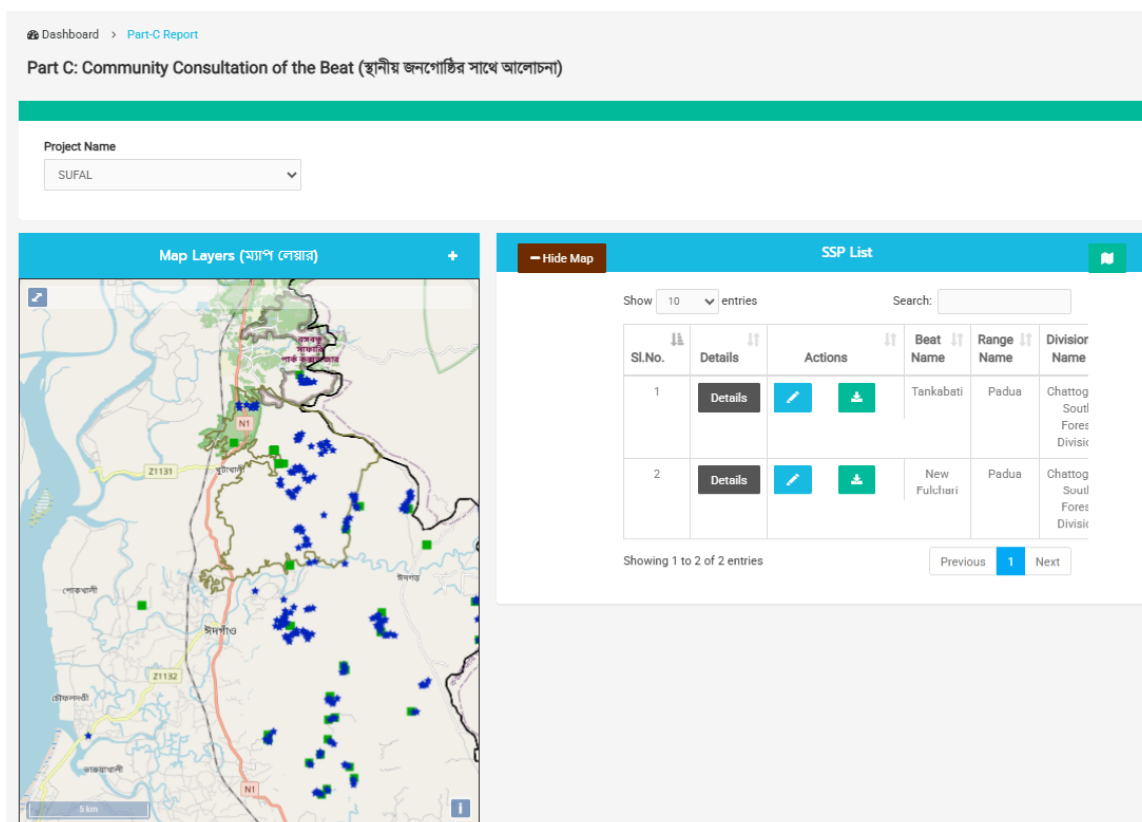


Figure 7: Community Consultation

## SSP Dashboard User Manual

**Community Consultation Edit**
✕

**1. General Information (প্রাথমিক তথ্য)** +

**2. Location Data (Beat/Camp/SFPC Information) (এলাকার তথ্য)** +

**A. Take photographs during Community Consultations (গ্রামীন জনগোষ্ঠীর সাথে আলোচনার সময় একাধিক ছবি তুলে নিন)** +

**B. Community consultation issues (গ্রামীন জনগোষ্ঠীর সাথে আলোচনার বিষয়বলী)** +

**C. Community Engagement in Forest Restoration through Collaborative Forest Management (বন পুনঃপ্রতিষ্ঠা কার্যক্রমে সহযোগীতামূলক বন ব্যবস্থাপনার মাধ্যমে সংশ্লিষ্ট স্থানীয় জনগোষ্ঠীকে সম্পৃক্ত করা)** +

**D. Social and Environmental Impacts (Safeguards) (সামাজিক ও পরিবেশগত সুরক্ষা)** +

**Additional Pictures (অতিরিক্ত ছবি)** +

**Trace shape with GPS (Polytrace) (জিপিএস দিয়ে এলাকা ঘুরে এসে)** -

Trace shape with GPS (polytrace) (জিপিএস দিয়ে এলাকা ঘুরে এসে)	Name of Track GPX in GPS (জিপিএস-রিসিভারের ডিফল্ট নাম লিখুন)	Total Area (ha)	Total Area (ac)
21.3286506 92.05841155000002 15.8 1.2; 21.328654016666665 92.05840205000001 13.9 1.2	Trace Data	10	5

**Consultation Recorded** -

Description	Complain	GRP	Gender	Remarks	Attachment
During the consulta tion the	After a	GRP 1 to 5	Male & Female	The Cons ultati on	To be attached later

Update

Close

Figure 8: Community Consultation Edit

# 11 Nursery Journal

**Details:** This feature allows the users to store Nursery Journals. This digitizes the journals which gives flexibility to edit and download the journals over the internet.

**Steps:**

- Form the sidebar, expand the “Journals” tab and click the “Nursery Journal” and the listed journals will be based on the user’s beat will be displayed.
- To filter the list, select project and financial year then click “Search” button. The filtered list of Nursery Journals will be displayed.
- To create new Nursery Journal, click the “Create New” button in list page. The create page will be displayed. Fill in all the information and click “Save” to store the data.
- To edit a journal, click the “Edit” icon form the list table. The edit page will be displayed. Update the latest information and hit “Save” to store updated data.
- Click the “Download” icon to download the journal as PDF file.

Dashboard > Nursery Journal

Nursery Journal (নার্সারী জার্নাল)

Project: SUFAL Financial Year: 2019-2020 Search

Create New

Copy CSV EXCEL PDF Show 10 rows Search:





SL. No.	Name of Nursery Journal	Project	Financial Year	Circle	Division	Range	Beat	Updated By	Updated At	Status	Action
1	বার্গারী জার্নাল, চোলাহাতি বিষ্ণু হাটমুখারী রেজ	SUFAL	2021-2022	Chattogram Circle	Chattogram North Forest Division	Hathajari	Chabonchari Beat	Md Zahid Hasan Siddiquee	2025-04-10 15:59:33	Active	 
2	Under sufal project raised nursery in 2020-2021 for 2021-2022 20 hector enrichment creation and in 2018-2019 for 30 hector fast growing forest plantation.	SUFAL	2020-2021	Chattogram Circle	Chattogram North Forest Division	Kumira	Fozdarhat beat	Md. Monzurul Kabir Zhanda	2024-12-23 09:55:32	Active	 

Figure 9: Nursery Journal

## 12 Plantation Journal

**Details:** This feature enables the user to store Plantation Journals within the web application. This digitizes the journals which gives flexibility to edit and download the journals over the internet.

### Steps:

- From the sidebar, expand the “Journals” tab and click on “Plantation Journal”. The listed Plantation Journals for the user’s beat will be displayed.
- To filter the Plantation Journals, select project, financial year and plantation type then click “Search” button. The filtered list of Plantation Journals will be displayed.
- To create new Plantation Journal, click the “Create New” button in list page. The creation page will be displayed. Fill in all the information and click “Save” to store the data.
- To edit a journal, click the “Edit” icon form the list table. The edit page will be displayed. Update the latest information and hit “Save” to store updated data.
- Click the “Download” icon to download the journal as PDF file.

Dashboard > Plantation Journal

### Plantation Journal (বাগান জার্নাল)

Project: SUFAL | Financial Year: 2019-2020 | Plantation Type: Coppice management in Teak | Search

[Create New](#)

Copy | CSV | EXCEL | PDF | Show 10 rows | Search:

SL. No.	Name of Plantation Journal	Project	Financial Year	Plantation Type	Circle	Division	Range	Beat	Updated By	Updated At	Status	Action
1	চট্টগ্রাম দক্ষিণ বন বিভাগ/পদ্মা রেঞ্জ/টেকাবতী বিটা/সুফল/নেলন করিগা ম্যানজমেন্ট/৬৮৪৪/সুফল/২০১৮/২০.০ হেক্টর	Departmental	2018-2019	Coppice management in Teak	Chattogram Circle	Chattogram South Forest Division	Padua	Tankabati	Md. Monzurul Kabir Zhanda	2025-03-13 12:58:47	Active	<a href="#">Edit</a> <a href="#">Download</a>

Showing 1 to 1 of 1 entries

Previous | 1 | Next

Figure 10: Plantation Journal

## 13 ADP Allocation

**Details:** This feature provides users with the capability to sub-allocate funds, initially designated at the divisional level under the “ADP Wise Fund Allocation”, to the Range or Beat levels for the current fiscal year.

### Steps:

- From the sidebar, under the “Annal Fund” tab, click the “ADP Allocation” and the list page will appear.
- To filter the “ADP Allocation”, select the project, financial year, landscape and plantation type from the dropdown and click on the “Search” button. The filtered list of “ADP Allocation” will be displayed.
- To create a new record, click the “Create New” in the list tab. The creation form will be displayed. Fill in the information and click “Save” to store the information.
- To edit a record, click the “Edit” icon from the list tab. The edit form will be displayed. Update the latest information and hit “Save” to store updated data.

Dashboard > ADP Allocation

### ADP Allocation

**Project**

SUFAL

**Financial Year**

Select Financial Year

**Landscape**

Sal (শাল)

**Plantation Type**

Stand Improvement with line sowing Sal, Garjan and

Search

Create New

Copy

CSV

EXCEL

PDF

Show 10 rows

Search:

SL. No.	Project	Financial Year	Beat	Range	Division	Circle	Landscape	Plantation Type	Planned Area(Hector)	Allocated Fund(BDT)	Remaining Fund(BDT)	Expenditure(BDT)	Updated By	Updated At	Status
1	SUFAL	2028-2029	Chaurasha	Dhalapara	Tangail Forest Division	Central Circle, Dhaka	Sal (শাল)	Stand Improvement with line sowing Sal, Garjan and Sal Associates.	100.00	50000.00	43500.00	6500.00	Sihab Uddin	2024-12-22 21:26:33	Active

Showing 1 to 1 of 1 entries

Previous 1 Next

Figure 11: ADP Allocation

## 14 Silviculture Calendar

**Details:** This feature allows the users to schedule silvicultural treatment and tending operation of post plantation and restoration intervention proposed by the Collaborative Forest Management Plan (CFMP) and Protected Area Co-Management Plan (PA-CMP).

**Steps:**

- From the sidebar, expand the “CFM Module” and click on “Silviculture Calendar”. The list of “Silviculture Calendar” for the user’s beat will be displayed.
- To create a new record, click the “Create New” in the list tab. The creation form will be displayed. Fill in the information and click “Save” to store the information.
- To edit a record, click the “Edit” icon form the list tab. The edit form will be displayed. Update the latest information and hit “Save” to store updated data.
- The editing option facilitates the storage of annual and monthly updates, thereby maintaining a record of silvicultural treatment operations.



Figure 12: Silviculture Calendar

## 15 Environmental Social Safeguard

**Details:** This feature equips users with the ability to screen for potential environmental and social risks and to analyze safeguarding practices, thereby promoting enhanced safety measures.

### Steps:

- From the sidebar, expand the “CFM Module” and click on “Environmental Social Safeguard”. The list of “Environmental Social Safeguard” will be displayed.
- To filter the list, select the circle, division, range and beat from the dropdown menu and click “Search” button. A filtered list of “Silviculture Calendar” will be displayed.
- To create a new record, click the “Create New” in the list tab. The creation form will be displayed. Fill in the information and click “Save” to store the information.
- To edit a record, click the “Edit” icon from the list tab. The edit form will be displayed. Update the latest information and hit “Save” to store updated data.
- To view a record, click the “Eye” icon and detailed information of that record will be displayed.
- To download a record, click the “Download” icon and the record will be downloaded as a PDF.

Dashboard > Environmental Social Safeguard




Environmental Social Safeguard: Screening Format for IEE (Afforestation/ Reforestation)

Forest Circle: Select Forest Circle | Forest Division: Select Forest Division | Forest Range: Select Forest Range | Forest Beat: Select Forest Beat | Search

Create New

Copy | CSV | EXCEL | PDF | Show 10 rows

Search:

SL. No.	Screening Format for IEE	General Information	Name of the Site/Union/Upazila/District	Who owns the Land	Name of the Forest Division	Brief Description of site location	Was the proposed activity consulted with the people in the locality?	Updated By	Updated At	Status	Action
1	Afforestation	Dhaka Forest Environmental Social Safeguard info.	Kasimpur / KALIKAIR / GAZIPUR	Samad Ahmed Sakhi	Dhaka Forest Division	Kasimpur forest area	Yes, Agree	Sihab Uddin	2025-01-19 11:38:12	Active	  

Showing 1 to 1 of 1 entries

Previous 1 Next

Figure 13: Environmental Social Safeguard

## 16 Collaborative Forest Management Plan

**Details:** This feature empowers users to develop a comprehensive management plan encompassing silvicultural activities and tending operations for post-plantation and restoration interventions. It also facilitates the analysis of these plans to identify opportunities for enhancing environmental and social safeguarding practices.

Furthermore, the feature enables users to monitor the effectiveness of the management plan at the divisional level. The summary report of the management plan is presented in a modifiable Wiki format, allowing for user adjustments as necessary.

### Steps:

- From the sidebar, expand the “CFM Module” and click on “CFMP”. The list of “Collaborative Forest Management Plan” will be displayed.
- To filter the list, select the circle, division, range and beat from the dropdown menu and click “Search” button. A filtered list of “CFMP” will be displayed.
- To create a new record, click the “Create New” in the list tab. The creation form will be displayed. Fill in the information and click “Save” to store the information.
- While creating a CFMP, it is crucial to provide a Table of Contents file.
- To view a record, click the “Eye” icon and detailed information of that record will be displayed.
- In the view page, click the “Download” icon to download the entire document as PDF.
- On the page of view, users also could modify specific sections or paragraphs by selecting the "Edit" icon. Clicking this icon for a particular paragraph or section will navigate the user to a new page containing an edit form pre-populated with the existing content. Users can then input the revised information and finalize the changes by clicking the "Update" button, which will save the updated content.

# SSP Dashboard User Manual

Dashboard > CFMP

## Collaborative Forest Management Plan

Forest Circle

Forest Division

Forest Range

Forest Beat

[Create New](#)

Search:

SL. No.	Action	Management Plan Title	Location/Area	Beat/Range/Division	Updated By	Updated At	Status
1		Integrated Collaborative Forest Management Plan	Madhutila Eco Park, Mymensingh	Samoschura / Madhutila / Mymensingh Forest Division	Sihab Uddin	2025-02-17 15:40:28	Active

Showing 1 to 1 of 1 entries

Figure 14: Collaborative Forest Management Plan

Dashboard > CFMP > Collaborative Forest Management Plan

## Integrated Collaborative Forest Management Plan

[Integrated Collaborative Forest Management Plan](#)

### Table of Contents

[PART I PRESENT STATUS AND MANAGEMENT SITUATION](#)

[Chapter 01 Introduction and Background](#)

[1.1 Brief Description of Mymensingh Forest Division](#)

[1.2 History of Madhutila Eco Park](#)

[Chapter 02 Biodiversity Conservation Attributes](#)

[2.1 Statement of Biodiversity Significance](#)

[2.2 Biodiversity Conservation Values](#)

[2.3 3 Basic facts of the forest areas](#)

[2.3.1 Location](#)

## PART I PRESENT STATUS AND MANAGEMENT SITUATION

### Chapter 01 Introduction and Background

#### 1.1 Brief Description of Mymensingh Forest Division

The Mymensingh Forest Department is situated on mostly level ground inside the diminishing Sal (Gazari) forest of Bangladesh. The majority of the forested regions in this area were owned by the zamindars (landlords). To modernise the management of these Sal forests, the zamindars transferred control to the government via gazette notifications between 1923 and 1935. The Estate Abolition and Tenant Rights Act of 1950 removed private ownership of these woods, transferring them to governmental control.

The overall forest area managed by the Mymensingh Forest Department is 71,088.20 acres. Of this, 29,386.33 acres constitute restricted forest area, and a request to designate 6,566.33 acres under Section 20 has already been submitted. The cumulative forest area included by Sections 4 and 6 is 41,429.79 acres. Mymensingh Forest division has clear vision and mission, which are given below:

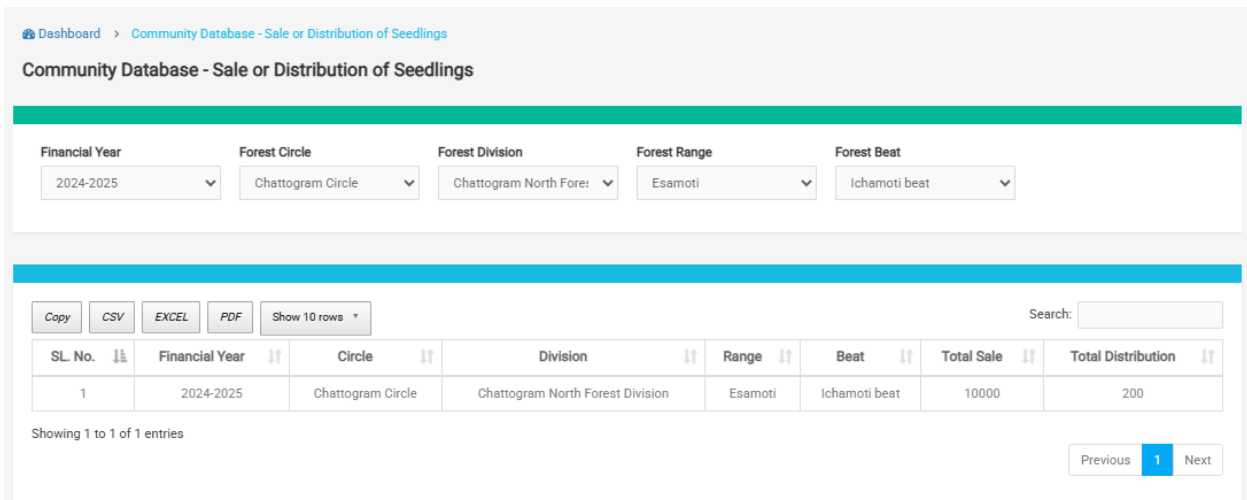
Figure 15: Wiki Format (CFMP)

## 17 Sale or Distribution of Seedling API

**Details:** This feature allows the users to monitor the sales and distribution of seedlings through the community database API.

**Steps:**

- From the sidebar, expand the “CFM Module” and click on “Sale or Distribution of Seedling API”. The list of Sale or Distribution of Seedling will be displayed.
- To filter the list, select the financial year, circle, division, range and beat from the dropdown menu and click “Search” button. A filtered list of “Sale or Distribution of Seedlings” will be displayed.
- The data can be copied and exported as CSV, Excel or PDF format.



Dashboard > Community Database - Sale or Distribution of Seedlings

Community Database - Sale or Distribution of Seedlings

Financial Year: 2024-2025 | Forest Circle: Chattogram Circle | Forest Division: Chattogram North Fore: | Forest Range: Esamoti | Forest Beat: Ichamoti beat

Copy | CSV | EXCEL | PDF | Show 10 rows

SL No.	Financial Year	Circle	Division	Range	Beat	Total Sale	Total Distribution
1	2024-2025	Chattogram Circle	Chattogram North Forest Division	Esamoti	Ichamoti beat	10000	200

Showing 1 to 1 of 1 entries

Previous | 1 | Next

Figure 16: Sale or Distribution of Seedling

## 18 Social Forestry and CFM API

**Details:** This feature enables users to monitor the distribution of benefits between forest management entities and the communities that depend on forest resources. It leverages an API connected to a community database to facilitate accurate tracking.

**Steps:**

- From the sidebar, expand the “CFM Module” and click on “Social Forestry and CFM API”. The list of Social Forestry and Collaborative Forest Management Benefit Sharing will be displayed.
- To filter the list, select the financial year, circle, division, range and beat from the dropdown menu and click “Search” button. A filtered list of “Social Forestry and CFM” will be displayed.
- The data can be copied and exported as CSV, Excel or PDF format.

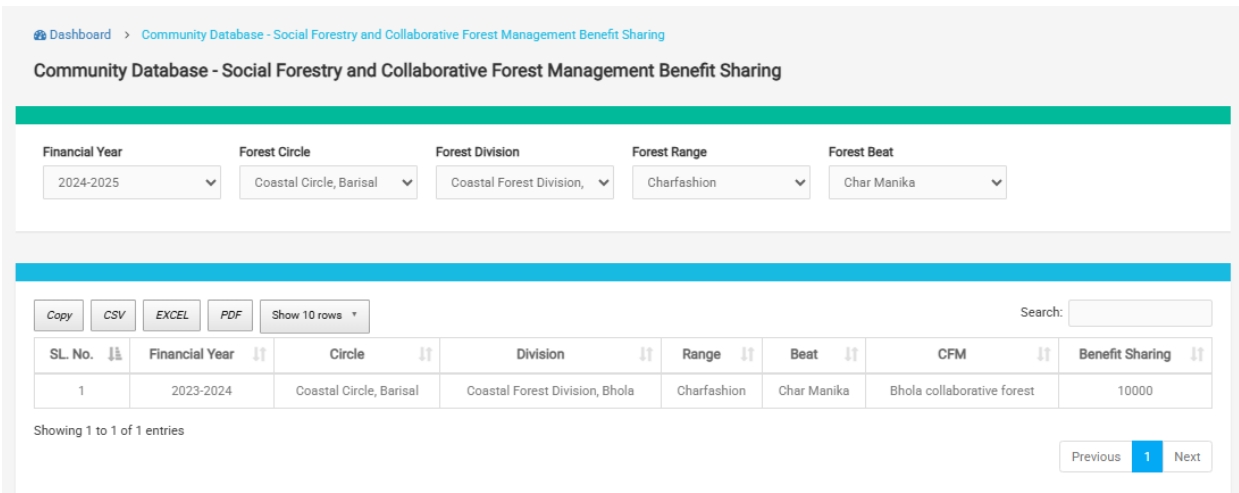


Figure 17: Social Forestry and CFM

## 19 Resources

**Details:** This functionality allows users to securely store essential documents directly within the application. These documents and resources can be readily downloaded and utilized by users as required.

**Steps:**

- From the sidebar, click the “Resources”. The list of Resources will be displayed.
- To store new files/documents, click the “Create New” button. The creation page will be displayed. Fill in the information and attach the necessary file and click “Submit” to store everything.
- From the list tab, selecting a "File Name" will display the edit page. Input the revised information and, if needed, attach a new file. To finalize the changes, click the "Submit" button, which will save the updated data.
- To download a file, click on the "Download File" option, and the file will be downloaded to the local device.

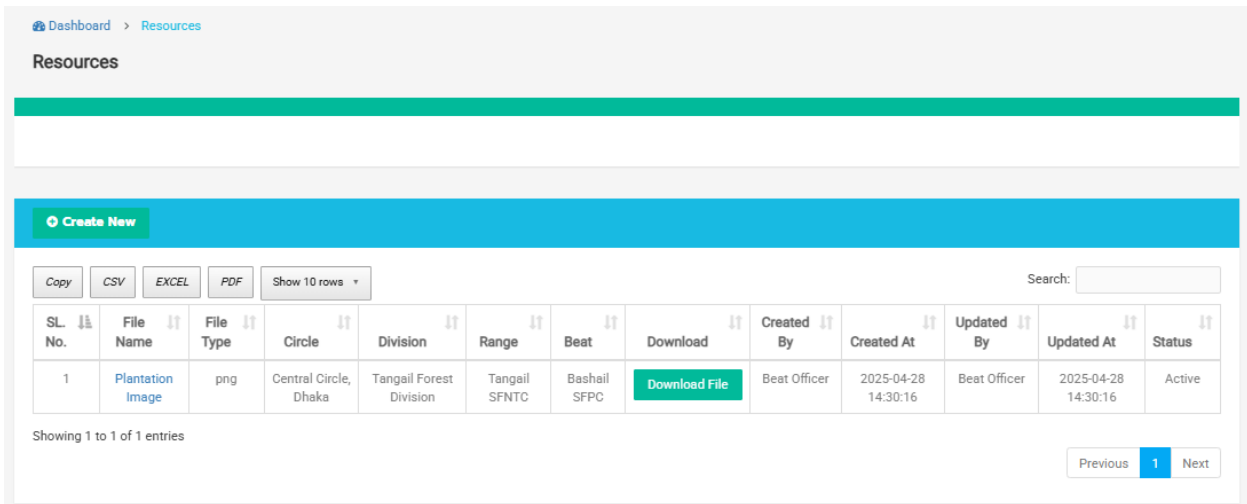


Figure 18: Resources

## 20 Part A

**Details:** This feature empowers users to record beat-level information collected during field visits. This data entry capability facilitates the storage of comprehensive details pertaining to a specific beat.

### Steps:

- From the sidebar, expand the “SSP Data Entry” and click “Part A”. A data entry form will appear.
- Enter the beat information and click “submit” to store the data.

**Note:** This feature is specially designed for beat users.

Dashboard > Part-A > Create

Part A: General Information of the Beat (বনবিট/ক্যাম্প/এস.এফ.পি.সি-এর সাধারণ তথ্য)

Part-A: Create

1. General Information (প্রাথমিক তথ্য) +
2. Location Data (Beat/Camp/SFPC Information) (এলাকার তথ্য) +
3. Index Map of the Beat/Camp/SFPC (বিট/ক্যাম্প/এস.এফ.পি.সি - এর ইন্ডেক্স ম্যাপ) +
4. Land information of the Beat/Camp/SFPC (বিট/ক্যাম্প/এস.এফ.পি.সি-র ভূমির তথ্যাদি) +
5. Existing problems and its their intensity in Forest land (বনভূমির বিদ্যমান সমস্যা এবং সমস্যার মাত্রা) +
6. Existing Manpower and logistics in the Beat/Camp/SFPC (বিট/ক্যাম্প/এস.এফ.পি.সিতে বিদ্যমান জনবল ও সরবরাহ) +
7. Villages and Community: Information of each village, in nd around Beat/Camp/SFPC (বিট/ক্যাম্প/এস.এফ.পি.সি সংলগ্ন গ্রামীণ জনগোষ্ঠীর তথ্য) +
8. Additional Notes with Image (সার্বিক অবস্থার তথ্যাদির বিস্তারিত খাতায় লিখে ছবি তুলে আপলোড করুন) +

Submit Cancel

Figure 19: Part A

## 21 Part B

**Details:** This feature allows the users to store new SSP Intervention information.

**Steps:**

- From the sidebar, expand the “SSP Data Entry” and click “Part B”. A data entry form will appear.
- Enter the intervention planning information and click “submit” to store the data.

**Note:** This feature is specially designed for beat users.

Dashboard > Part-B > Create

Part B: Plantation Intervention Planning of the Beat (বনায়ন কার্যক্রম পরিকল্পনা)

Part-B: Create New SSP

1. General Information (প্রাথমিক তথ্য) +
2. Location Data (Beat/Camp/SFPC Information) (এলাকার তথ্য) +
3. Plantation Intervention Site Planning (বনায়ন কার্যক্রমের স্থান-ভিত্তিক পরিকল্পনা) +
4. Site Information (বনায়ন এলাকার তথ্য) +
5. Regeneration and Stock Assessment (প্রাকৃতিকভাবে জন্মানো চারা ও গাছের সমীক্ষা) +
6. Intervention Detail (কার্যক্রমের বর্ণনা) +
7. Mangrove Plantation (উপকূলীয় বনায়নের ক্ষেত্রে) +
8. Planting Plan ( বনায়ন পরিকল্পনা) +
9. Nursery Planning (নাসারি পরিকল্পনা) +
10. Silvicultural Calender (প্রস্তাবিত বনায়নে সিলভিকালচারাল কার্যক্রমের সময়সূচী) +
11. Additional Notes with Image (সার্বিক অবস্থার তথ্যাদির বিস্তারিত খাতায় লিখে ছবি তুলে আপলোড করুন) +

Submit Cancel

Figure 20: Part B

## 22 Part C

**Details:** This feature allows the users to store new Community Consultation information.

**Steps:**

- From the sidebar, expand the “SSP Data Entry” and click “Part C”. A data entry form will appear.
- Enter the community consultation information and click “submit” to store the data.

**Note:** This feature is specially designed for beat users.

Dashboard > Part-C > Create

Part C: Community Consultation of the Beat (স্থানীয় জনগোষ্ঠীর সাথে আলোচনা)

Part-C: Create New

1. General Information (প্রাথমিক তথ্য) +

2. Location Data (Beat/Camp/SFPC Information) (এলাকার তথ্য) +

A. Take photographs during Community Consultations (গ্রামীন জনগোষ্ঠীর সাথে আলোচনার সময় একাধিক ছবি তুলে নিন) +

B. Community consultation issues (গ্রামীন জনগোষ্ঠীর সাথে আলোচনার বিষয়বস্তু) +

C. Community Engagement in Forest Restoration through Collaborative Forest Management (বন পুনঃপ্রতিষ্ঠা কার্যক্রমে সহযোগী/অমূলক বন ব্যবস্থাপনা'র মাধ্যমে সংশ্লিষ্ট স্থানীয় জনগোষ্ঠীকে সম্পৃক্ত করা) +

D. Social and Environmental Impacts (Safeguards) (সামাজিক ও পরিবেশগত সুরক্ষা) +

2. Take picture of the Consultation Notes (আলোচনার নোট এর ছবি তুলুন) +

Submit Cancel

Figure 21: Part C

## 23 Index Map

**Details:** This feature allows the user to view, upload and download Index Maps. They can also find information on the beat by selecting the beat on the map.

**Steps:**

- From the sidebar, click on “Index Map”. The Index Map will be displayed. The map will focus on the user’s beat.
- By simply clicking on a specific beat on the index map, users can readily access the associated beat information.
- Click the “Map Layers” and a dropdown will reveal the layers. Users can add or remove a layer by checking and unchecking the layer name.
- Click the “Map” icon to download the map as PDF.
- Click hide/show to toggle the display or hide the map.
- To upload an Index Map, please provide a title for the map and attach the corresponding file. If you wish for the map to be displayed in the Part A-3 section, kindly check the designated box before clicking the "Upload" button to complete the process.

Dashboard > Index Map

Index Map Upload for Beat

Map Layers (ম্যাপ লেয়ার)

Summary of Beat

Beat	Mohammad Shorif Para, Eidgor, Ramu, Cox's Bazar
Address	Eidgor
Beat	Eidgor
Range	Eidgor
Division	Cox's Bazar North Forest Division
Circle	Chattogram Circle
Eco Zone	hill

Hide Map

Index Map Upload for Beat

Map Title \*

Choose File No file chosen

Want to Show in Part A-3

Upload

Sl. No.	Map Title	Want to Show in Part A-3?	Action
---------	-----------	---------------------------	--------

Figure 22: Index Map

## 24 Approval

**Details:** This feature enables users to review Part A, Part B, Part C, and Index Maps. If the reports and maps are deemed accurate and satisfactory, users can forward them to higher-level personnel. Conversely, if any issues or inaccuracies are identified, the reports can be sent back for revision. Users with the highest level of authorization could approve the reports.

### Steps:

- Navigating to the "Approval" section in the sidebar will display a page listing Part A, Part B, Part C, and Index Maps. This list is organized to show items that are pending, forwarded, backwarded, and approved.
- The reports associated with the user's beat are listed on navigating to the page. The corresponding Part A, Part B, Part C, and Index Maps for that beat are displayed, categorized under "Pending", "Forwarded," "Backwarded," and "Approved" tabs. Users can navigate these tabs to access lists based on their specific status.
- To forward a report/item, tick the checkbox and click on the "Forward" button. The report/item will be submitted for review.
- To view the detailed report, click on "View Data" and a window will pop up with the information.
- To view the authorities who handled the file, click "History".
- To view the Index Map, click the "File" icon and a popup will appear displaying the index map with the legends.

The screenshot shows the 'Approval' page in the SSP Dashboard. The breadcrumb navigation is 'Dashboard > Approval'. The page title is 'Approval'. On the left sidebar, there are four tabs: 'Pending Task (1)', 'Forwarded (0)', 'Backwarded (0)', and 'Approved (1)'. The main content area is titled 'Beat: Khutakhali, Range: Fulchari, Chattagram Division, Chattagram Circle'. It contains four sections: 'Part A List', 'Part B List', 'Part C List', and 'Index Map List'. The 'Part B List' section is currently active and shows a table with one row of data.

Sl.No.	Beat Name	Financial Year	Plantation Type	Plantation Area (ha)	Previous Comments	Details	Comments
<input type="checkbox"/>	1	Khutakhali	2022-2023	Plantation for rare and endangered species (Narikeli, Banspata, Boilam, Kamdeb, etc.)	45.00	<a href="#">History</a>	<a href="#">View Data</a>

Figure 23: Approval (Pending)

# SSP Dashboard User Manual

Dashboard > Approval

## Approval

Pending Task (1)

Forwarded (0)

Backwarded (0)

Approved (1)

Beat: Khutakhali, Range: Fulchari, Chattagram Division, Chattogram Circle

Part A List									
Sl.No.	Beat Name	Beat Address	Ecozone Name	Beat Officer Name	Information Collection Date	Status	Details	Comments	
1	Khutakhali	nai j	hill	MD Rezaul Alam	6,Kutakhali	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>	
2	Khutakhali	Khutakhali beat office	hill	SAYED Mahamudul haque shiraji	20 May 2021	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>	

Part B List										
Sl.No.	Beat Name	Range Name	Division Name	Circle Name	Financial Year	Plantation Type	Plantation Area (ha)	Status	Details	Comments
1	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2021-2022	Mixed Plantation with Slow Growing and Indigenous Species	10.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
2	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2020-2021	Assisted Natural Regeneration (ANR) with Enrichment	15.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
3	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2021-2022	Enrichment Plantation	30.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
4	Khutakhali	Fulchari		Chattogram Circle	2018-2019	Enrichment Plantation	30.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
5	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2020-2021	Mixed Plantation with Fast Growing and Indigenous Species	30.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
6	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2020-2021	Mixed Plantation with Slow Growing and Indigenous Species	15.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
7	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2020-2021	Enrichment Plantation	30.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>
8	Khutakhali	Fulchari	Chattagram Division	Chattogram Circle	2021-2022	Mixed Plantation with Slow Growing and Indigenous Species	10.00	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>

Part C List									
Sl.No.	Beat Name	Range Name	Division Name	Circle Name	Ecozone Name	Meeting Place	Status	Details	Comments
1	Khutakhali	Fulchari	Cox's Bazar North Forest Division	Chattogram Circle	hill	Khutakhali	DFO Approved	<a href="#">View Data</a>	<a href="#">History</a>

Index Map List						
Sl.No.	Map Title	Creation Date	From Gis Unit?	View Map	Status	Comments
1	Feature	2021-11-14 09:33:25	Yes	<a href="#">View Map</a>	DFO Approved	<a href="#">History</a>
2	Feature 2	2021-11-14 10:09:40	Yes	<a href="#">View Map</a>	DFO Approved	<a href="#">History</a>

Figure 24: Approvals (Approved)

## 25 SSP Summary

**Details:** This feature allows the user to view all the records of Part A, Part B and Part C. The reports are listed in their designated section. Users can browse and view the sections.

**Steps:**

- From the sidebar, expand the “reports” tab and click on “SSP Summary”. List of Part A, Part B and Part C will be listed in a tabular format for the beat associated with the user.
- Within the "Part A" table, clicking the "View" button for any entry will display detailed information of the beat in a popup window.
- Within the "Part B" table, clicking the "View" button for a specific entry will redirect to a dedicated page outlining all Intervention Planning for that beat. On this page, clicking the "Details" button will reveal comprehensive information about the intervention, accompanied by the beat's index map. Furthermore, selecting "GPX View" will navigate to another page displaying the Trace or Shape on a map, along with its associated data. This feature also allows users to upload and download shapefiles. The details of this feature have been mentioned in **Ref: 10 Plantation Site**.
- Within the “Part C” table, clicking the “View” button will navigates to a new page with the detailed information of the consultation and the index map showing the beat. Expand the sections to view the details of a section.

# SSP Dashboard User Manual

Dashboard > Reports > SSP Summary

## SSP Summary

Part-A List							
Sl.No.	Circle Name	Division Name	Range Name	Beat Name	Total	Action	
1	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	1	<a href="#">View</a>	
2	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	1	<a href="#">View</a>	

Showing 1 to 2 of 2 entries

Previous **1** Next

Part-B List							
Sl.No.	Circle Name	Division Name	Range Name	Beat Name	SSP (Total)	Total Plantation Area (ha)	Action
1	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	10	230	<a href="#">View</a>
<b>Total:</b>					<b>10</b>	<b>230</b>	

Showing 1 to 1 of 1 entries

Previous **1** Next

Part-C List							
Sl.No.	Circle Name	Division Name	Range Name	Beat Name	Total Consultation	Action	
1	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	1	<a href="#">View</a>	

Showing 1 to 1 of 1 entries

Previous **1** Next

Figure 25: SSP Summary

## 26 Part A Summary

**Details:** This feature enables the users to get an overview of Part A: General Information of the Beat.

**Steps:**

- From the sidebar, expand the “Reports” section and click on “Part A: Summary”.
- A list of Part A: General Information records related to the beat will appear.
- Each record will display limited but key information, allowing users to quickly get an overview without needing to open full details.
- User can search text fields and export the data in CSV, Excel or PDF format.

Dashboard > Reports > Part-A Summary

Part-A Summary

Part-A List

Copy CSV EXCEL PDF Show all rows

Search:

Sl.No.	Circle Name	Division Name	Range Name	Beat Name	Beat Code	Information Collection Date	Name of Beat/Camp/SFPC Officer	Mobile number Beat/Camp/SFPC Officer	Address of the Office (Beat/Camp/SFPC)	GPS Location of the Beat/Camp/SFPC Office
1	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	1242	20 May 2021	SAYED Mahamudul haque shiraji	01812346944	Khuthakhali beat office	21.6170273833, 92.0704978000
2	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	1242	01 January 1970	MD Rezaul Alam	01817110404	nei j	0.0000000000, 0.0000000000

Showing 1 to 2 of 2 entries

Previous 1 Next

Design & Developed by: SUFAL Project, Forest Department & IWM

Figure 26: Part: A Summary

## 27 Part: B Summary

**Details:** This feature enables the users to get an overview of Part B: Plantation Intervention Planning of the Beat.

**Steps:**

- From the sidebar, expand the “Reports” section and click on “Part B: Summary”.
- A list of Part B: Plantation Intervention records will appear.
- Each record will display limited but key information, allowing users to quickly get an overview without needing to open full details.
- To filter the data, select project, plantation year and plantation beat and click “Search” button.
- To get detailed information, click “View” button form the list tab. This will navigate to a new page with the plantation intervention data and index map associated with it. This feature is like **Ref: 10 Plantation Site**.
- Users can search the text fields and export the data in CSV, Excel or PDF format.

# SSP Dashboard User Manual

[Dashboard](#) > [Reports](#) > [Part-B Summary](#)

## Part-B Summary

**Project**  **Plantation Year**  **Plantation Type**

### Part-B List

Search:

Sl.No.	Project Name	Circle Name	Division Name	Range Name	Beat Name	Plantation Type	Plantation Year	SSP (Total)	Total Plantation Area (ha)	Action
1	Departmental	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Assisted Natural Regeneration (ANR) with Enrichment	2018-2019	1	15	<input type="button" value="View"/>
2	Departmental	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Enrichment Plantation	2018-2019	1	30	<input type="button" value="View"/>
3	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Assisted Natural Regeneration (ANR) with Enrichment	2020-2021	1	15	<input type="button" value="View"/>
4	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Enrichment Plantation	2020-2021	1	30	<input type="button" value="View"/>
5	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Mixed Plantation with Fast Growing and Indigenous Species	2020-2021	1	30	<input type="button" value="View"/>
6	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Mixed Plantation with Slow Growing and Indigenous Species	2020-2021	1	15	<input type="button" value="View"/>
7	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Enrichment Plantation	2021-2022	1	30	<input type="button" value="View"/>
8	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Mixed Plantation with Slow Growing and Indigenous Species	2021-2022	2	20	<input type="button" value="View"/>
9	SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Plantation for rare and endangered species (Narikeli, Banspata, Boilam, Kamdeb, etc.)	2022-2023	1	45	<input type="button" value="View"/>
<b>Total:</b>								<b>10</b>	<b>230</b>	

Showing 1 to 9 of 9 entries

Figure 27: Part: B Summary

## 28 Part: C Summary

**Details:** This feature enables the users to get an overview of Part C: Community Consultation of the Beat.

**Steps:**

- From the sidebar, expand the “Reports” section and click on “Part: C Summary”.
- A list of Part C: Community Consultation of the beat will appear.
- Each record will display limited but key information, allowing users to quickly get an overview without needing to open full details.
- Users can search the text fields and export the data in CSV, Excel or PDF format.



**SITE SPECIFIC PLANNING (SSP)**

English Logout

Dashboard > Reports > Part-C Summary

**Part-C Summary**

**Part-C List**

Copy CSV EXCEL PDF Show all rows Search:

Sl.No.	Circle Name	Division Name	Range Name	Beat Name	Consultation Start Date	Consultation End Date	Name of Beat/Camp/SFPC Officer	Mobile number Beat/Camp/SFPC Officer	Meeting Place	Ecozone Name
1	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutekhali	21 May 2021	21 May 2021	Stayed Mahmudul Haque shiraji	01812346944	Khutekhali	hill

Showing 1 to 1 of 1 entries

Previous **1** Next

Figure 28: Part: C Summary

## 29 Map Dashboard

**Details:** This feature provides users with the capability to visualize geospatial data on a map interface. Users can directly view trace or shape data overlaid on the map.

Furthermore, the functionality includes layer control, allowing users to toggle the visibility of different data layers to facilitate focused information visualization.

### Steps:

- From the sidebar, expand the “Settings” and click on “Map Dashboard”. A multilayered map will be displayed on the screen.
- To locate a specific beat, select circle, division, range and beat from the dropdown and the map will zoom on the specific beat.
- The map layers are listed on the righthand side. Click the layer to toggle its visibility. Click on the “Plus” icon to expand for more layers.
- On the map, click the shape or polygon to get details.

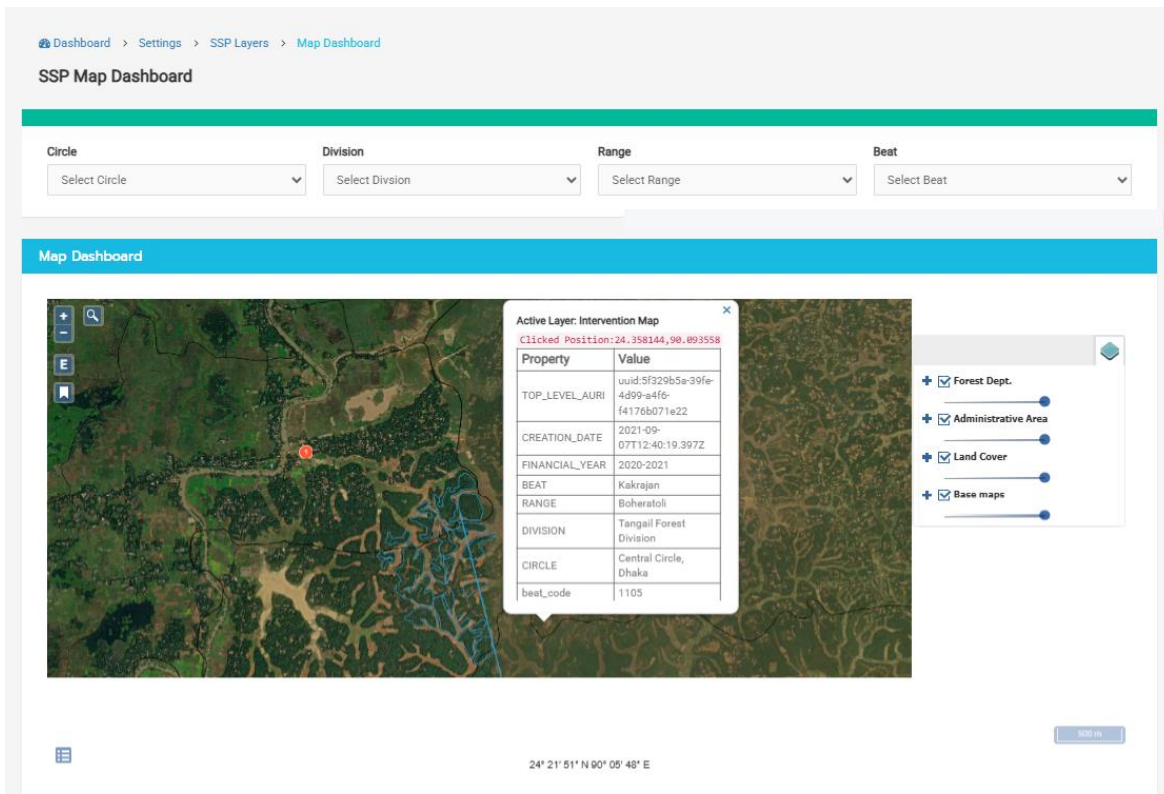


Figure 29: Map Dashboard

## 30 User Profile

**Details:** User can view their profile information (i. e. registered email address, role, level etc.)

**Steps:**

- Under the “Profile Settings”, select “Profile”.
- It will be redirected to the profile page.
- Users can view their information along with their role and level.

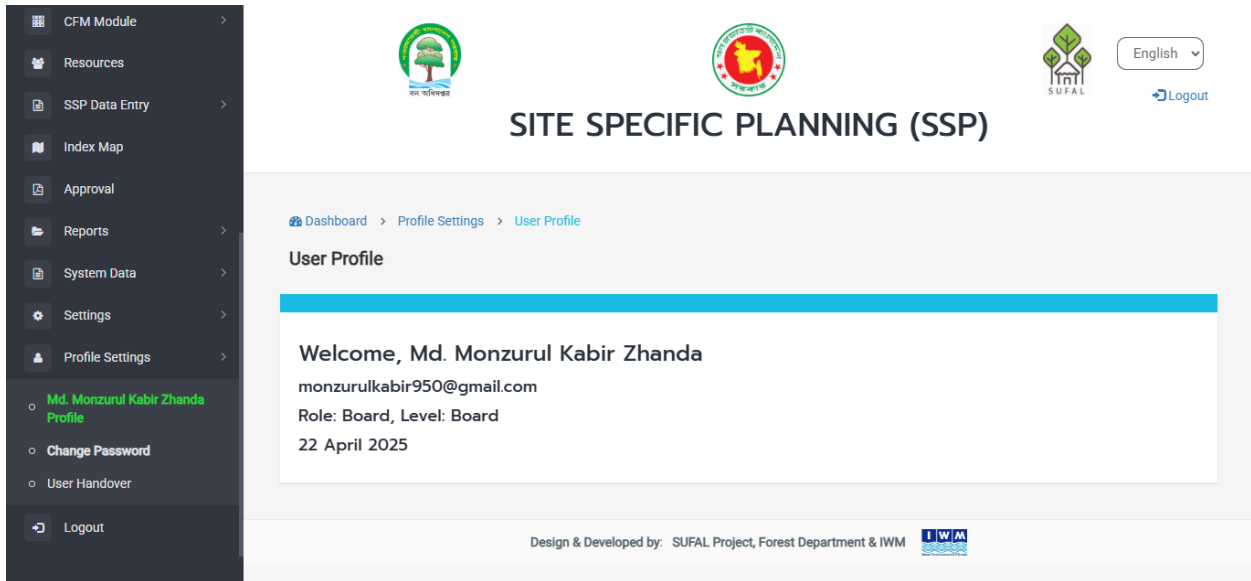


Figure 30: User Profile

## 31 Change Password

**Details:** User can change their account password.

**Steps:**

- Under the “Profile Settings”, select “Change Password”.
- Enter the current account password.
- Type in a new password.
- Retype the new password.
- Check the “Show Password” to view the password in plain text.
- Click the “Change Password” button to save changes.

**Note:**

- **Password length:** The password must contain at least 8 characters and at most 20 characters.
- **Special characters:** The password must contain at least one special character like \*, /, !, ? etc.
- **Uppercase and lowercase letters:** The password must contain at least one uppercase letter and one lowercase letter.

The screenshot displays the 'Change Password' interface within the SSP Dashboard. On the left is a dark sidebar with navigation items: Growth Model, CFM Module, Resources, SSP Data Entry, Index Map, Approval, Reports, System Data, Settings, Profile Settings, Md. Monzurul Kabir Zhande Profile, Change Password (highlighted), User Handover, and Logout. The main content area features the site title 'SITE SPECIFIC PLANNING (SSP)' and a breadcrumb trail: Dashboard > Profile Settings > Change Password. The form itself has three input fields: 'Current Password', 'New Password', and 'Confirm Password'. The 'Current Password' field shows 'Password Matched.' Below the fields is a 'Show Password' checkbox. At the bottom right of the form are two buttons: 'CHANGE PASSWORD' (blue) and 'Cancel' (red). A 'Note' section below the form lists requirements: Password length (8-20 characters), Special characters (\*, /, !, ?), and Uppercase and lowercase letters (at least one of each). The footer of the dashboard states 'Design & Developed by: SUFAL Project, Forest Department & IWM'.

Figure 31: Change Password

## 32 User Profile Handover

**Details:** In case if the currently posted officer gets transferred to another location, they can hand over the account to the next positioned officer about to take over the post.

**Steps:**

- From the sidebar, expand the “Profile Settings” and click “User Handover”. The handover information for the beat associated with the user will be displayed.
- To filter the list, select the project from the dropdown and click “Search” button.
- To create a new record, click the “Create New” button. The creation page will be displayed. Enter the current user’s information. Attach any files for the next user if necessary. Enter the information of the officer about taking over. Click the “Submit” button to save the information.
- To update a record, click the “Name” and the edit page with the existing information will be displayed. Update the information with the latest data and click “Submit” button. The latest data will be stored.
- To get the attached file, click the “Eye” icon and the file will be downloaded.

**Note:** Scan the **QR Code** to share the account information.

Dashboard > User Handover

User Handover Information

Project:

[Create New](#)

Copy CSV EXCEL PDF Show 10 rows Search:

SL No.	QR Code	Full Name	System Login Email	System Login Password	Mobile Number	Charge Note	Project	Circle	Division	Range	Beat	Takeover User Name	Takeover User Present Office
1		BO Fulchari	bo.fulchari@iwmbd.org	654321	0178		SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	tetetetetet	Range
2		BO Fulchari	demo@gmail.com	demo-password	01712345678		SUFAL	Chattogram Circle	Cox's Bazar North Forest Division	Fulchari	Khutakhali	Afzal Irshad	Head office

Showing 1 to 2 of 2 entries

Previous 1 Next

Figure 32: User Handover Information

## 33 Logout

**Details:** This feature allows the user to log out of the application securely.

**Steps:**

- From the sidebar or from the top navigation bar, click the “Logout” button.
- The system will log out with the user, clear the session and navigate to the Login page.

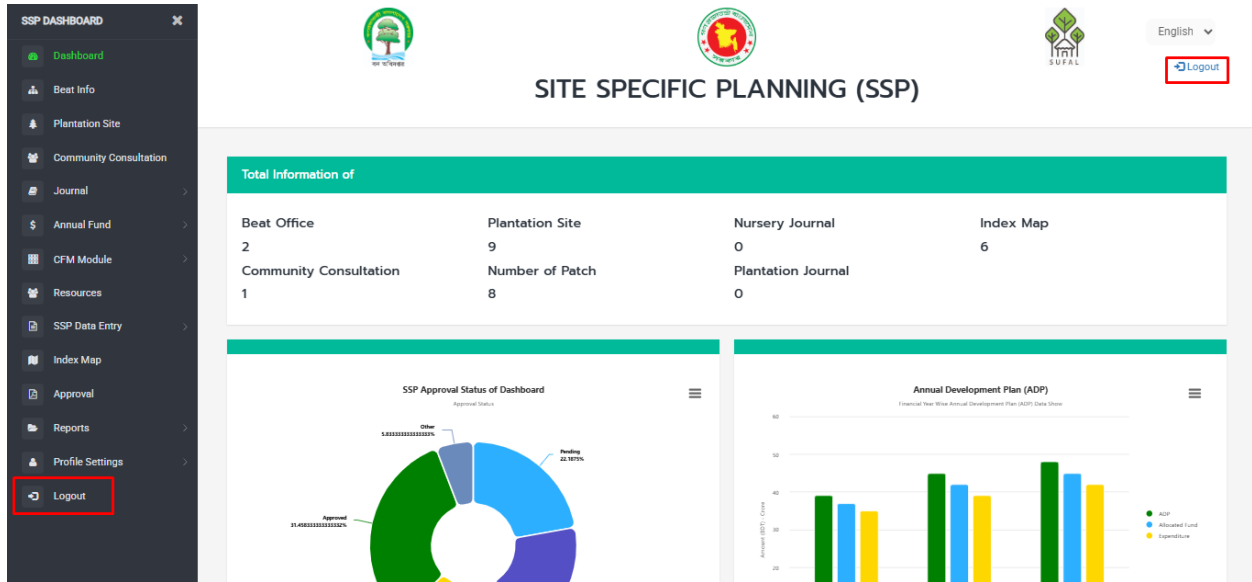


Figure 33: Logout