



Site Specific Planning (SSP) Dashboard User Manual
Bangladesh Forest Department
Project: HELP/S-06



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1 INTRODUCTION

The massive influx of nearly one million Displaced Rohingya Population (DRP) into Ukhiya and Teknaf since 2017 has led to the degradation of over 8,000 acres of forest land and the fragmentation of critical wildlife sanctuaries. Compounding this challenge, Bangladesh's coastal regions remain highly vulnerable to the escalating threats of annual cyclones and tidal surges.

To restore ecological balance and bolster climate resilience, the Bangladesh Forest Department (BFD) is implementing the World Bank-funded Host and FDMN/DRPs Enhancement of Lives through Infrastructure Improvement Project (HELP). As part of consultancy package HELP/S-06, the Institute of Water Modelling (IWM) has developed a centralized, data-driven geospatial framework to map, execute and monitor afforestation and reforestation efforts across the Cox's Bazar South Forest Division, Bhasan Char and the coastal islands of Noakhali.

The SSP Platform:

The core output of this intervention is the Site Specific Planning (SSP) dashboard which is a web based, mobile accessible platform integrated directly into the Bangladesh Forest Information System (BFIS).

By leveraging an Android based, ODK driven mobile application for offline data collection, this system transitions the BFD from manual record keeping to an automated spatial network. It ensures that reforestation sites are scientifically evaluated based on localized biophysical and socio-economic variables to maximize seedling survival.

This manual serves as a comprehensive guide for navigating and utilizing the SSP dashboard. It is designed to assist forest officers in leveraging these digital tools to enhance sustainable ecosystem conservation and national climate resilience through informed, site specific decision making.

2 OBJECTIVE

The primary objective of this Site Specific Planning (SSP) dashboard is to modernize the Bangladesh Forest Department's reforestation and afforestation efforts by transitioning from manual, paper based record keeping to a streamlined, automated and data driven geospatial framework. By integrating an ODK based field data collection system with a centralized web based platform, the dashboard enables forest officers to scientifically evaluate reforestation sites based on precise biophysical and socio economic variables, thereby maximizing seedling survival rates and ensuring the long term success of ecological restoration. Ultimately, the system serves to enhance institutional transparency and accountability through a multi-tiered administrative endorsement loop, providing the BFD with a secure, auditable and legally defensible tool for effective asset management, sustained ecosystem conservation and strengthened national climate resilience across critical forest divisions and coastal regions.

3 USER REQUIREMENTS

To ensure effective use of the Site Specific Planning (SSP) dashboard, all users must adhere to the following requirements:

- Users should have a fundamental understanding of the SSP dashboard interface and its operational workflow.
- Users must have access to a laptop or desktop computer with a stable internet connection.
- Access is restricted to authorized personnel only. Credentials (email and password) will be issued directly by the system administrator.
- Upon login, the dashboard will display menus and features tailored specifically to the user's assigned role and administrative level.
- Users are required to follow the established procedural steps outlined in this manual to ensure data accuracy and system integrity during application use.

4 LOGIN PAGE

Login Steps:

- Step 1: Open browser and go to <https://ssp.bforest.gov.bd/> or type this URL in web browser address bar.
- Step 2: Type valid register email address (1) with password (2) (Given by Admin).
- Step 3: Click the Login button (3) to see the SSP Dashboard.
- Step 4: If forgot password, click on “Forgot Your Password?” and reset it.

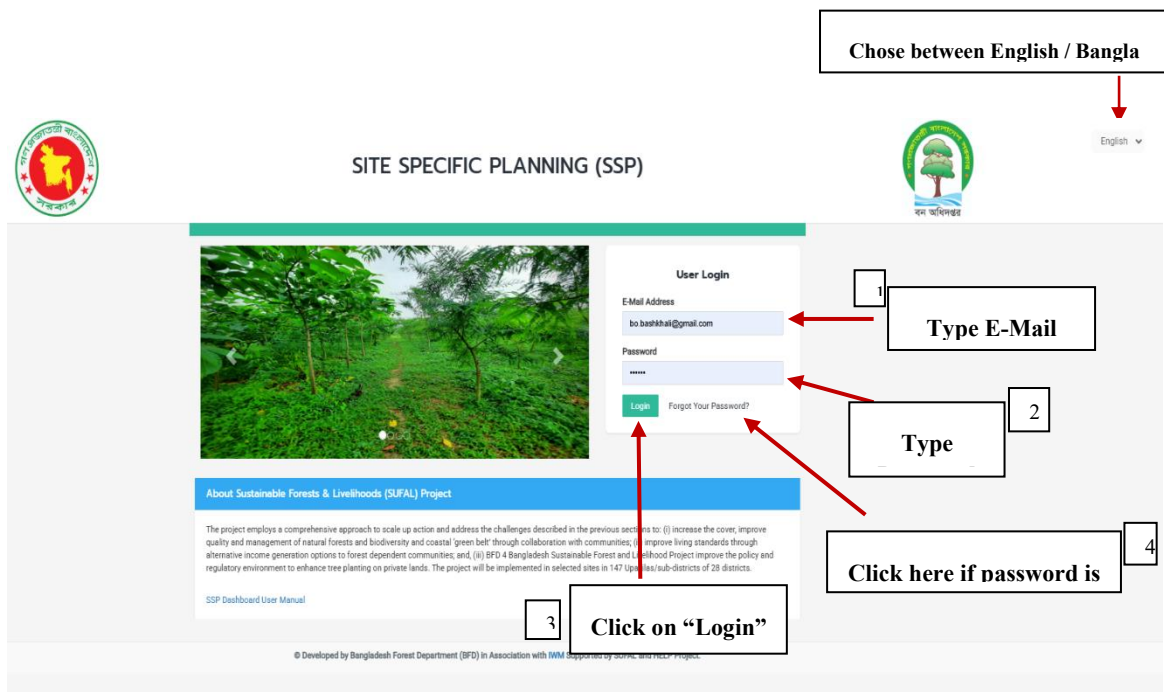


FIGURE 4-1 LOGIN PAGE INTERFACE

5 FORGOT PASSWORD

If you forget your password, click **Forgot Password** and enter your registered email address [1]. Then, click **Send Password Reset Link** [2]. Check your email inbox for a link from the **SSP Dashboard**, open it, and enter your new password to reset it.

FIGURE 5-1 RESET PASSWORD INTERFACE

6 DASHBOARD AND SIDE PANEL

6.1 DASHBOARD

After successful login, SSP Dashboard Interface will be as below:

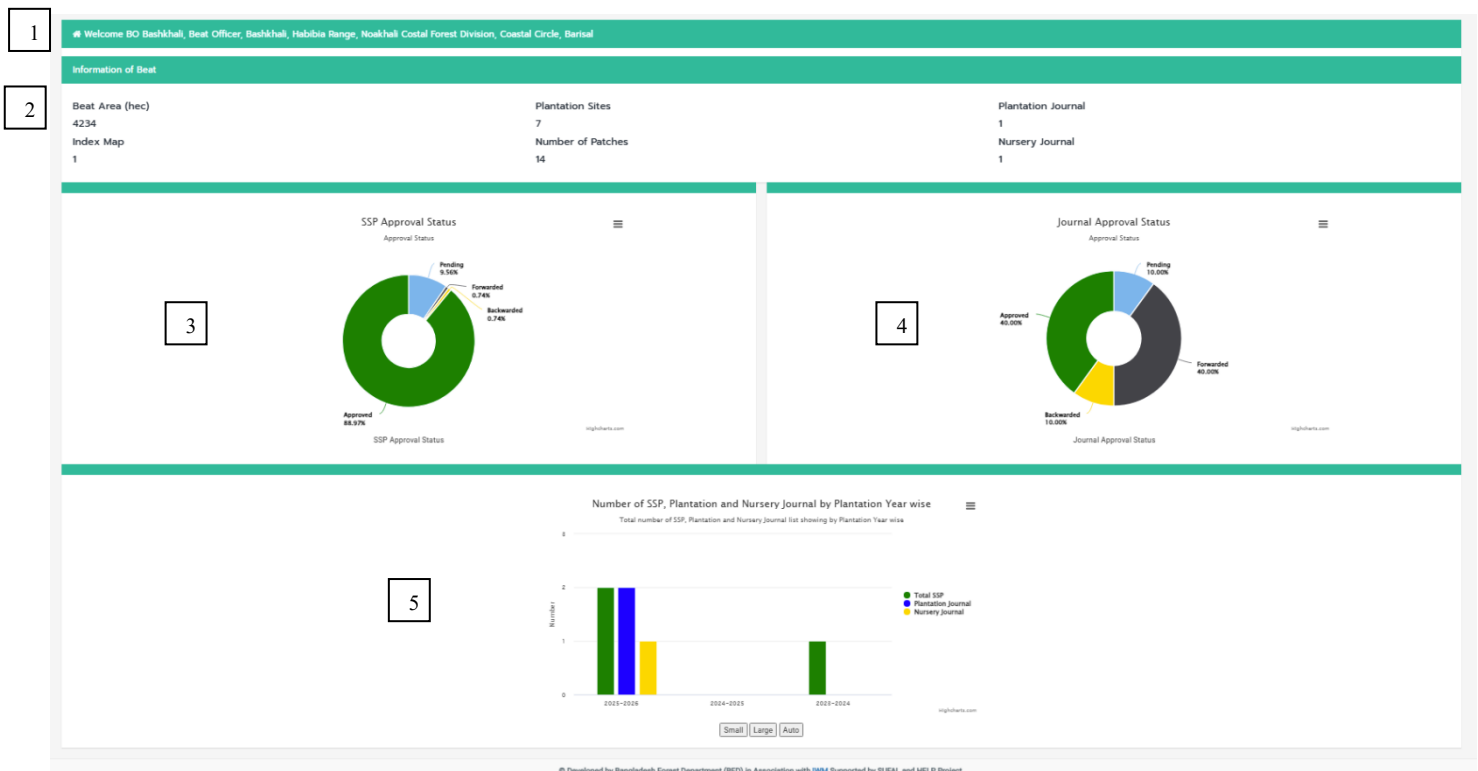


FIGURE 6-1 LOGIN

Items in the dashboard:

1. User info
2. Information of Beat
3. SSP Approval Status

4. Journal Approval Status
5. Number of SSP, Plantation and Nursery Journal by Plantation Year Wise

6.2 SIDE PANEL

Side panel interface is as below:

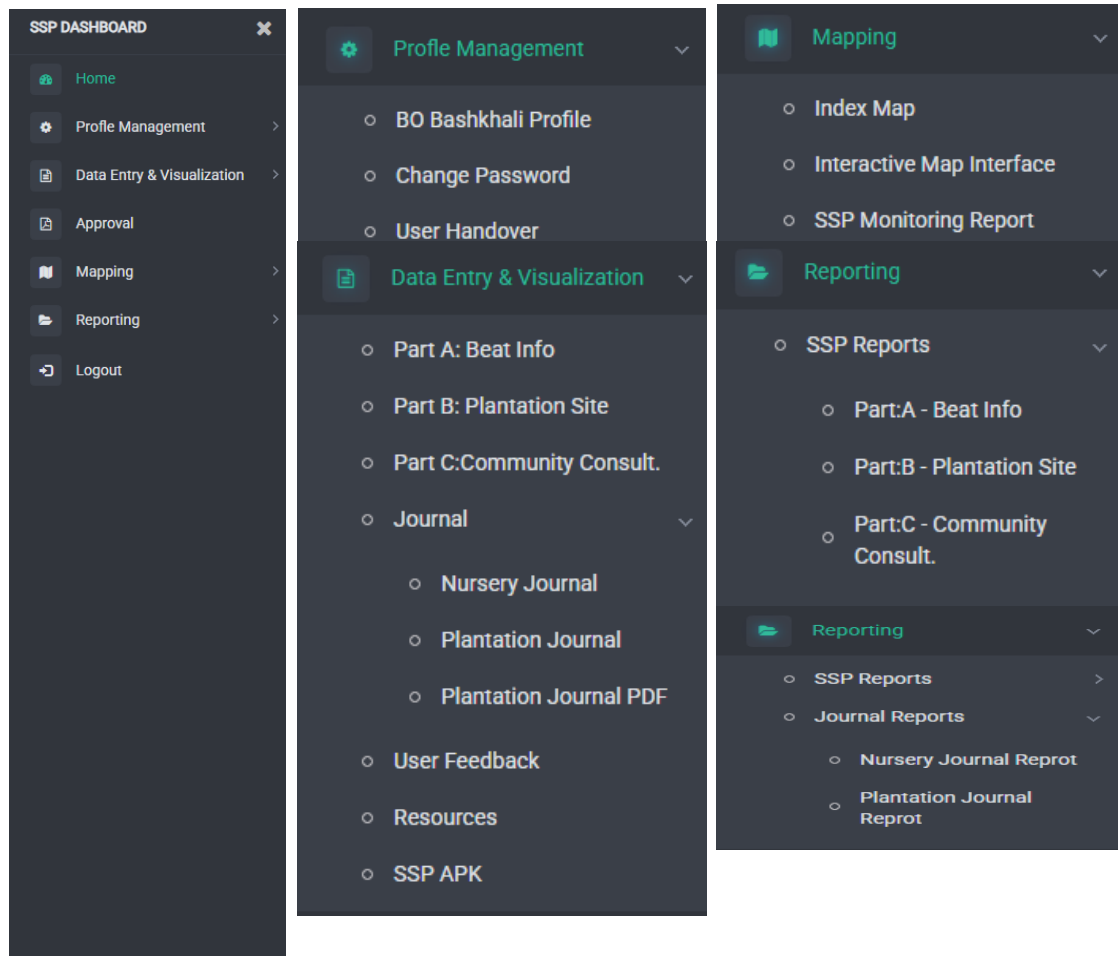


FIGURE 6-2 SIDE PANEL

1. Home
2. Profile Management
 - BO “X” Profile
 - Change Password
 - User Handover
3. Data Entry & Visualization
 - Part A: Beat Info
 - Part B: Plantation Site
 - Part C: Community Consult.
 - Journal
 - Nursery Journal
 - Plantation Journal
 - Plantation Journal PDF
 - User Feedback
 - Resources
 - SSP APK

4. Mapping
 - Index Map
 - Interactive Map Interface
 - SSP Monitoring Report
5. Reporting
 - SSP Reports
 - Part A: Beat Info
 - Part B: Plantation Site
 - Part C: Community Consult
 - Journal Reports
 - Nursery Journal Report
 - Plantation Journal Report
6. Logout

7 USER PROFILE

Users will update (when needed) their name, profile photo and signature within the **User Profile** settings.

The screenshot shows the 'User Profile' page in the SSP Dashboard. The page has a dark sidebar on the left with navigation options: Home, Profile Management, BO Beshkhali Profile, Change Password, Data Entry & Visualization, Approval, Mapping, Reporting, and Logout. The main content area has a header with the Bangladesh Forest Department logo and the text 'SITE SPECIFIC PLANNING (SSP)'. Below the header, there is a welcome message: 'Welcome BO Beshkhali, Beat Officer, Beshkhali Beat, Habibia Range Range, Noakhali Coastal Forest Division, Coastal Circle, Barisal'. The 'User Profile' section is divided into two parts: a profile overview on the left and an 'Edit Profile' form on the right. The profile overview shows the user's name, email, role, level, beat, range, division, circle, and user since date. The 'Edit Profile' form has fields for Name, Email, Role, Profile Photo, and Signature, each with a 'Choose File' button. The 'Update Profile' button is at the bottom right of the form.

FIGURE 7-1 USER

8 PART A: GENERAL INFORMATION OF THE “X” BEAT

Navigate to the side panel (**Figure 4 Side Panel**) and look under the **Data Entry & Visualization** section to locate this feature.

It includes 8 editable forms, which are:

1. General Information
2. Location Data (Beat/Camp/SFPC Information)
 - i. Forest Administration Information
 - ii. Civil Administrative Information
 - iii. Mouza Information
3. Index Map of the Beat/Camp/SFPC

4. Land Information of the Beat/Camp/SFPC

- i. Forest land as per legal status
- ii. Protected Area
- iii. Forest Cover Types

5. Existing Problems and its their intensity in Forest land

- i. Natural Disturbances/Threats/ Events
- ii. Human interference within Beat/Camp/SFPC and its landscape

6. Existing Manpower and logistics in the Beat/Camp/SFPC

- i. Existing Manpower
 - Range Officer/Officer in charge (SFNTC)
 - Beat/Camp/SFPC in charge
 - All other staffs
- ii. Existing logistics in the Beat/Camp/SFPC

7. Villages and Community: Information of each village, in and around Beat/Camp/SFPC

8. Additional Notes with Image

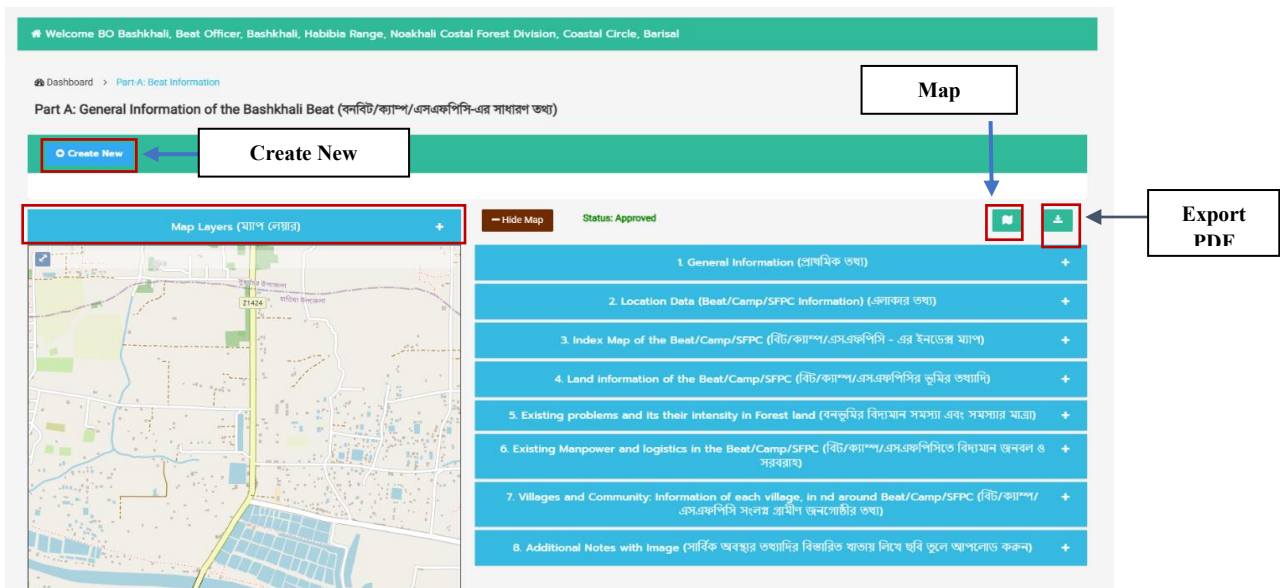


FIGURE 8-1 PART A: GENERAL

“Create New” button will be used for adding new information about a beat.

Data Entry & Visualization > Part A: Beat Info > Create New

Dashboard > Part-A > Create

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

Part-A: Create

1. General Information (প্রাথমিক তথ্য)

1.a. Information Collection date (তথ্য সংগ্রহের তারিখ): 06/30/2026

1.b. Name of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার নাম): Enter officer's name

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

1.d. Address of the Office (Beat/Camp/SFPC) (বিট/ক্যাম্প/এসএফপিসি অফিসের ঠিকানা): Enter the office address

1.e. GPS Location of the Beat/Camp/SFPC Office (বিট/ক্যাম্প/এসএফপিসি অফিসের স্থানাঙ্ক):

Latitude: 0

Longitude: 0

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

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

4. Land information of the Beat/Camp/SFPC (বিট/ক্যাম্প/এসএফপিসি 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/এসএফপিসিতে বিদ্যমান জনবল ও সরবরাহ)

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

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

Submit Cancel

FIGURE 8-2 PART A: GENERAL INFORMATION OF THE BEAT

Click on “Submit” after filling in all related information.

8.1 DOWNLOAD

All users can download the beat information as a PDF. Initially, the document will display a red "Draft" status. Once approved by the DFO, the status will update to a green "Approved".

SITE SPECIFIC PLANNING (SSP)

Part A: General Information of the Bashkhal Beat (কনবিট/ক্যাম্প/এসএফপিসি-এর সাধারণ তথ্য): **Approved**

1. General Information (প্রাথমিক তথ্য)

1.a. Information Collection date (তথ্য সংগ্রহের তারিখ): 2021-11-22

1.b. Name of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার নাম): Mr. Ojash Uddin

1.c. Mobile number Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার মোবাইল নং): 01825497775

1.d. Address of the Office (Beat/Camp/SFPC) (বিট/ক্যাম্প/এসএফপিসি অফিসের ঠিকানা): Bhujarhat/Union Charbata/Upazilla Subansheri Zila Noakhali

1.e. GPS Location of the Beat/Camp/SFPC Office (বিট/ক্যাম্প/এসএফপিসি অফিসের স্থানাঙ্ক): 22.573723000,91.117678500,19.38,6.82

FIGURE 8-3 DOWNLOAD PHASE OF PART A

8.2 MAP PREVIEW

SITE SPECIFIC PLANNING (SSP)

Print Map: SSP - Google Chrome

ssp.bforest.gov.bd/mapprint?zoom=15¢er=91.1176785,22.573723099999996&layers=...

Download PDF | Map Title: (Change the Map Title)

Change the Map Title

Scale: 1:10000

Legend

- 1st Boundary
- geo_division_boundary
- geo_district_boundary
- Single symbol geo_ranges
- geo_beats
- vw_geo_beat_offices
- vw_geo_beat_villages
- manpower_location
- representation_photos

Circle, Barisal

Hide Map

Status: **Approved**

1. General Information (প্রাথমিক তথ্য)

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

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

4. Land information of the Beat/Camp/SFPC (বিট/ক্যাম্প/এসএফপিসি 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/এসএফপিসিতে বিদ্যমান জনবল ও সরবরাহ)

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

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

FIGURE 8-4 MAP PREVIEW

Map preview is available by clicking on the marked button.

9 PART B: PLANTATION INTERVENTION PLANNING OF THE “X” BEAT

SSP information will be filled and shown in this interface.

Toggle to Part B: Plantation Intervention Planning of the “X” Beat:

Data Entry & Visualization > Part B: Plantation Site > Project Name

The screenshot displays the 'SITE SPECIFIC PLANNING (SSP)' dashboard. The main content area is titled 'Part B: Plantation Intervention Planning of the Bashkhali Beat (কোনোন কাঠের পরিকল্পনা)'. It features a map on the left and a table of SSP entries on the right. The table has columns for Sl. No., Details, Actions, Plantation Year, Plantation Type, Plantation Area (Ha), and Project Name. Two entries are visible: one for 'Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cor's Bazar (under HELP project)' and another for 'Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cor's Bazar (under HELP project)'. The first entry is highlighted in green, indicating it is approved. The second entry is not highlighted, indicating it is not approved yet.

FIGURE 9-1 PART B: PLANTATION SITE

Features included:

1. Create New button
2. Project selection from Project/Revenue dropdown
3. Map Preview
4. Export PDF
5. GPX View
6. Edit option (limited to unapproved SSP)

Here, the **green colored row** represents approved SSP and the other one is not approved yet.

9.1 PART B: PLANTATION INTERVENTION PLANNING OF THE BEAT – CREATE NEW SSP

For creating new SSP, toggle to “Create New” button.

Data Entry & Visualization > Part B: Plantation Site > Project Name > Create New

A new interface will open as below. There are a total number of eleven forms shown in this interface. After filling in all the info in different forms, press “Submit”.

The screenshot shows a web-based form titled "Part-B: Create New SSP". The form is organized into 11 numbered sections, each with a green header bar and a collapse/expand icon. Section 1, "General Information (সাধারিক তথ্য)", is currently expanded, revealing several input fields: a dropdown for "Project / Revenue (কলেক্টর ব্যক্তি)", a date picker for "1.a. Information Collection date (কোন সময়ের তথ্য)", a text field for "1.c. Mobile number Beat/Camp/SFPC Officer", a text field for "1.d. Email address of Beat/Camp/SFPC Officer", and two text fields for "GPS Location (জিপিএস কোডেশন তথ্য)" labeled "Latitude" and "Longitude". To the right of these are two more text fields for "1.b. Name of Beat/Camp/SFPC Officer" and "1.d. Email address of Beat/Camp/SFPC Officer". Sections 2 through 11 are collapsed. At the bottom of the form, there are two buttons: a blue "Submit" button and a red "Cancel" button. The "Submit" button is highlighted with a red rectangular box.

FIGURE 9-2 CREATING NEW SSP FROM "CREATE NEW" BUTTON

9.2 PART B: PLANTATION INTERVENTION PLANNING OF THE “X” BEAT – GPX VIEW

For viewing uploaded gpx file(s) of SSP in a map interface, toggle on “GPX View” button.

Data Entry & Visualization > Part B: Plantation Site > Project Name > GPX View

A new map interface will show. Click on **Export PDF** to download the map in pdf format.

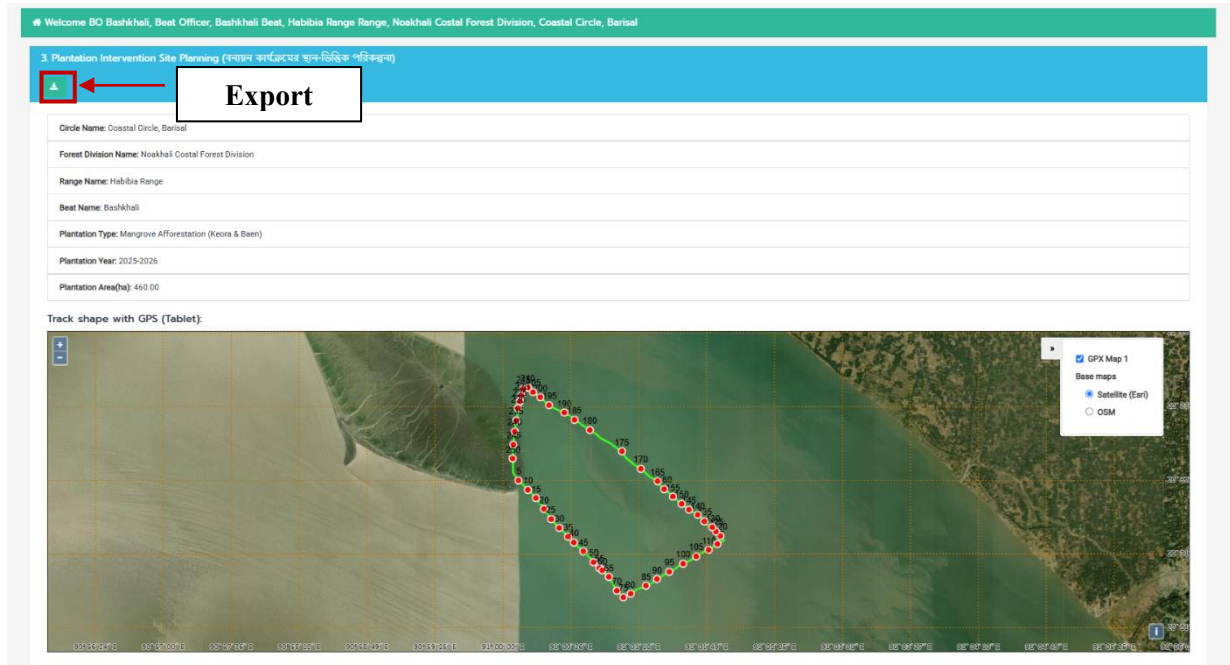


FIGURE 9-3 VIEWING AND DOWNLOADING GPX MAP OF SSP

9.3 PART B: PLANTATION INTERVENTION PLANNING OF THE BEAT - DOWNLOAD

For downloading beat information, toggle to “Export PDF” button.

Data Entry & Visualization > Part B: Plantation Site > Project Name > Export PDF

In case of approved SSP, a new interface will show as “Approved” in green stroke and “Draft” in red stroke for SSP under review or, unapproved.



FIGURE 9-4 POST APPROVAL PHASE DISPLAYING THE APPROVED (GREEN) STATUS INDICATOR

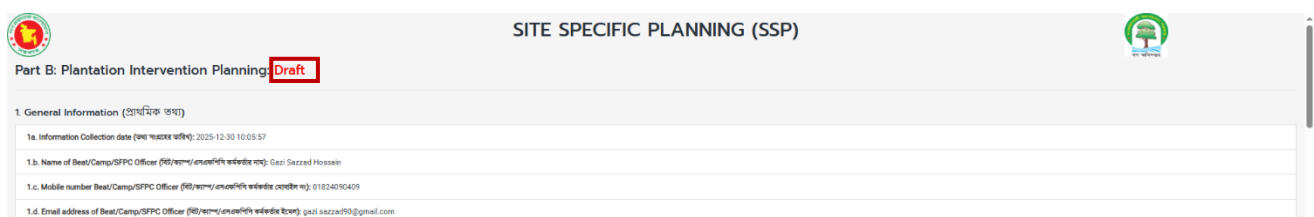


FIGURE 9-5 PRE APPROVAL PHASE DISPLAYING THE DRAFT (RED) STATUS INDICATOR

9.4 PART B: PLANTATION INTERVENTION PLANNING OF THE “X” BEAT – SSP EDIT

Editing an existing SSP under Part B is limited to yet not approved by DFO (white labeled row).

Toggle to “Edit” button as below:

Data Entry & Visualization > Part B: Plantation Site > Project Name > Edit

SSP Edit

1. General Information (প্রাথমিক তথ্য)

1a. Information Collection date (তথ্য সংগ্রহের তারিখ): 2025-12-30 10:05:57

1.b. Name of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার নাম): Gazi Sazzad Hossain

1.c. Mobile number Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার মোবাইল নং): 01824090409

1.d. Email address of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার ইমেল): gazi.sazzad90@gmail.com

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 (নার্সারি পরিকল্পনা)

10. Silvicultural Calender (প্রস্তাবিত বনায়নে সিলভিকালচারাল কার্যক্রমের সময়সূচী)

11. Additional Notes with Image (সার্বিক অবস্থার তথ্যাদির বিস্তারিত খাতায় লিখে ছবি তুলে আপলোড করুন)

Update
Close

FIGURE 9-7 EDIT INTERFACE OF AN UNAPPROVED SSP

After completing an edit session click on “Update”.

10 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT

Toggle to Part B: Plantation Intervention Planning of the “X” Beat:

Data Entry & Visualization > Part C: Community Consult. > Project Name

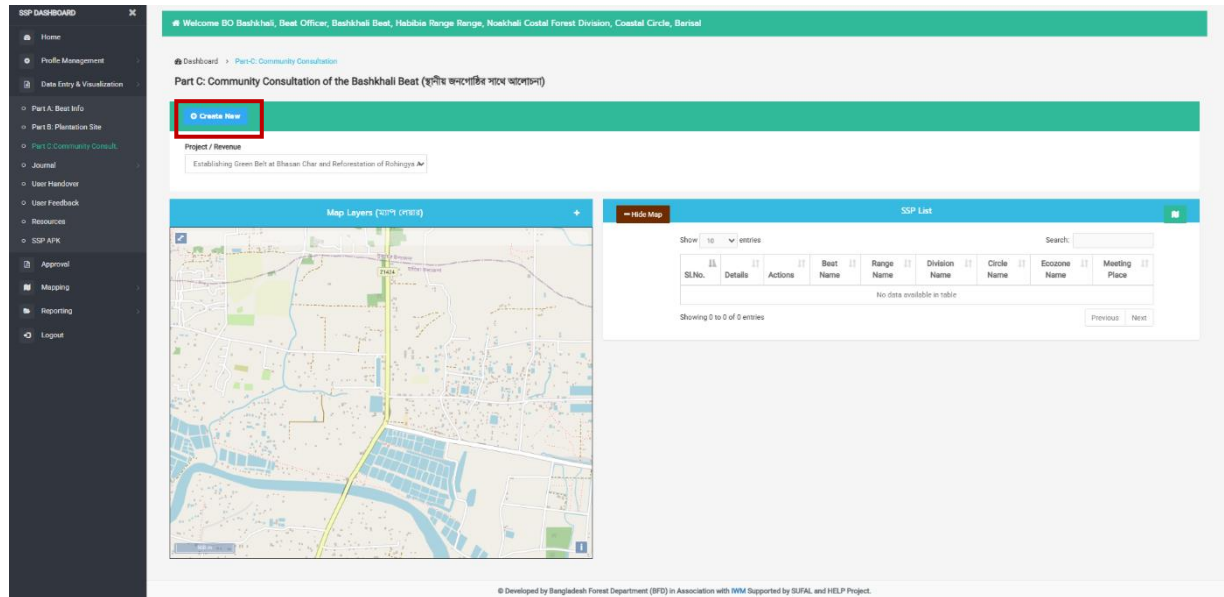


FIGURE 10-1 PART C INTERFACE

Click on “Create New” button for adding info.

10.1 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT – CREATE NEW

Toggle to Part C: COMMUNITY CONSULTATION OF THE “X” BEAT

Data Entry & Visualization > Part C: Community Consult. > Create New

A total number of seven forms will appear. After filling all the forms click on “Submit”.

The screenshot shows the 'Part-C: Create New' form. It has a title bar 'Part-C: Create New' and a list of seven sections, each with a plus icon to expand it:

1. General Information (প্রাথমিক তথ্য)
2. Location Data (Beat/Camp/SFPC Information) (কোন্সার তথ্য)
- A. Take photographs during Community Consultations (গ্রামীণ জনগোষ্ঠীর সাথে আলোচনার সময় প্রত্যেকটি ছবি তুলে নিন)
- B. Community consultation issues (গ্রামীণ জনগোষ্ঠীর সাথে আলোচনার বিষয়বস্তু)
- C. Community Engagement in Forest Restoration through Collaborative Forest Management (বন পুনঃপ্রতিষ্ঠা কার্যক্রমে সহযোগিতামূলক বন ব্যবস্থাপনার 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)

At the bottom left, there is a 'Submit' button highlighted with a red box, and at the bottom right, there is a 'Cancel' button.

FIGURE 10-2 PART C "CREATE NEW" INTERFACE

10.2 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT – APPROVED AND UNAPPROVED LIST

In case of “Approved” list of Part C by DFO, the interface will contain rows with green color.

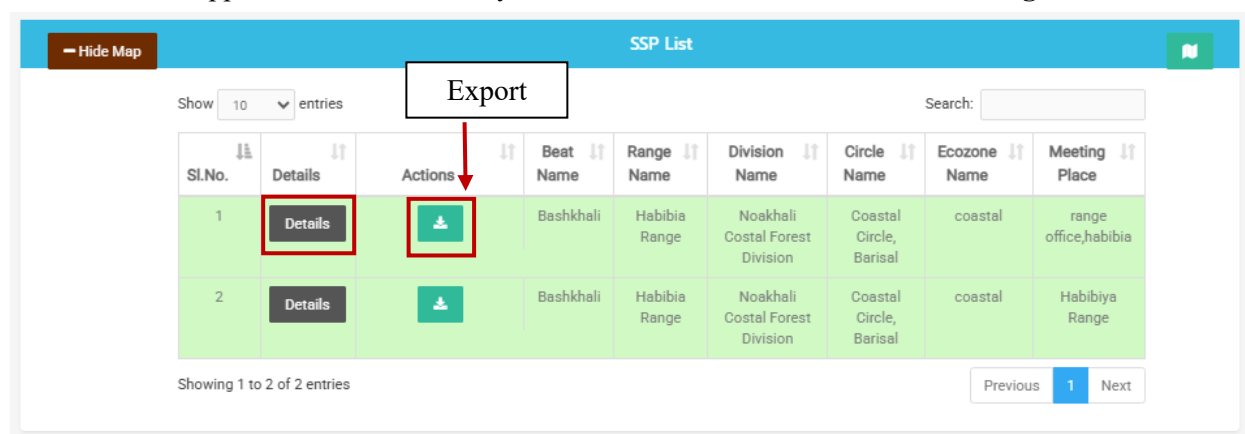


FIGURE 10-3 PART C POST APPROVAL PHASE

10.3 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT – DETAILS

By clicking on “Details” the interface will be shown as below with containing all filled Part C information:

Data Entry & Visualization > Part C: Community Consult. > Details

Community Consultation Details ×

1. General Information (প্রাথমিক তথ্য) –

1.a. Name of the meeting place (সভার জায়গার নাম):	range office,habibia
1.b. Name of Union (ইউনিয়নের নাম):	2 no. charbata
1.c. Consultation Date/s (আলোচনার তারিখ):	
1.c.1. Start Date (শুরুর তারিখ):	04 December 2021
1.c.2. End Date (শেষ তারিখ):	05 December 2021
1.d. Name of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার নাম):	giyashuddin
1.e. Mobile number (Beat/Camp/SFPC Officer) (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার মোবাইল নং):	01824090409
1.f. Email address of Beat/Camp/SFPC Officer (বিট/ক্যাম্প/এসএফপিসি কর্মকর্তার ইমেইল আইডি):	bo.bashkhali@gmail.com

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 সহযোগীতামূলক বন ব্যবস্থাপনা'র 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) +

Consultation Recorded +

FIGURE 10-4 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT - DETAILS INTERFACE

10.4 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT – EXPORT PDF

By clicking on “Export PDF” a new interface will be as below:

Data Entry & Visualization > Part C: Community Consult. > Export PDF

FIGURE 10-5 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT - EXPORT PDF INTERFACE

10.5 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT – EDIT

Functionality of Details and Export PDF button has been described above.

In case of “Unapproved” list of Part C by DFO, the interface will contain **rows with white background**.

SL.No.	Details	Actions	Beat Name	Range Name	Division Name	Circle Name	Ecozone Name	Meeting Place
1	Details	Edit Delete Export PDF	Charbalua	Companigonj Range	Noskhali Coastal Forest Division	Coastal Circle, Barisal	coastal	Musapur, charbalua

FIGURE 10-6 PART C PRE-APPROVAL PHASE

Unapproved Part C information can be edited by clicking on “Edit” button.

Data Entry & Visualization > Part C: Community Consult. > Edit

Click on “**Update**” after necessary updates.

The interface will be as below:

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 বিষয়াবলী)	+
C. Community Engagement in Forest Restoration through Collaborative Forest Management (বন পুনঃপ্রতিষ্ঠা কার্যক্রমে সহযোগীতামূলক বন ব্যবস্থাপনা’র 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)	+
Consultation Recorded	+

Update

Close

FIGURE 10-7 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT - EDIT INTERFACE

10.6 PART C: COMMUNITY CONSULTATION OF THE “X” BEAT – DELETE

If an entry needs to be deleted click on the delete button.

Data Entry & Visualization > Part C: Community Consult. > Delete

REFER TO FIGURE 10-8 PART C PRE-APPROVAL PHASE.

11 NURSERY JOURNAL

Toggle to Nursery Journal:

Data Entry & Visualization > Nursery Journal > Project/Revenue > Financial Year > Search

The screenshot shows the 'Nursery Journal' interface. At the top, there's a header with the Bangladesh Forest Department logo and 'SITE SPECIFIC PLANNING (SSP)'. Below the header, a navigation bar shows 'Welcome BO Baskhali, Beat Officer, Baskhali, Hobibla Range, Noakhali Coastal Forest Division, Coastal Circle, Barisal'. The main content area has a search bar with 'Project / Revenue' and 'Financial Year' dropdowns. A red box highlights the 'Search' button. Below the search bar, there's a table with columns: Sl. No., Name of Nursery Journal, Financial Year, Project / Revenue, Circle, Division, Range, Beat, Updated By, Updated At, and Status. A red box highlights the 'Edit' button in the table's action column. A red arrow points from the 'Edit' button to a separate 'Edit' button shown in a separate box on the left.

FIGURE 11-1 NURSERY JOURNAL INTERFACE

11.1 NURSERY JOURNAL – EDIT

Toggle to edit button as below:

Data Entry & Visualization > Nursery Journal > Project/Revenue > Financial Year > Search > Edit

Click on “Update” after completion of edit session.

The screenshot shows the 'Update Nursery Journal' form. It has a blue header with 'Update Nursery Journal'. Below the header, there's a green bar with 'Nursery Primary Information'. The form is divided into sections: 1. General Information of Nursery, 2. Nursery Management, 3. Nursery Monitoring, 4. Problem during nursery maintenance (if any), and 5. Nursery related manpower's name, rank and signature. The 'General Information of Nursery' section includes fields for 'Nursery raising sector and Project Name', 'Nursery set-up date', 'Monjari sutor No.', 'Upazilla Name', 'Union Name', 'Nursery Location (Latitude & Longitude)', 'Nursery Place', 'Bed Size', 'Total bed number in nursery', and 'Number of plants in each bed'. The 'Nursery Management' section includes a table for 'Target of raising plants in nursery' with columns: Nursery raising related proposed plantation type/types name, Area (Ha), Raising plant year (in nursery), Plantation year, Target of raising plants, and Action. The 'Nursery Monitoring' section includes a table for 'Nursery related manpower's name, rank and signature'. The 'Problem during nursery maintenance (if any)' section includes a text area for 'Nursery Inspector's Comments'. At the bottom, there's a red 'Update' button and a red 'Cancel' button.

FIGURE 11-2 NURSERY JOURNAL - EDIT INTERFACE

11.3 NURSERY JOURNAL – EXPORT DOC

Toggle to “Export PDF” button as below:

Data Entry & Visualization > Nursery Journal > Project/Revenue > Financial Year > Search > Export DOC

FIGURE 11-3 NURSERY JOURNAL - EXPORT PDF INTERFACE

After clicking on “Export DOC” a new file will be downloaded. Click on it and it will be presented in .doc format as below:

Bashkhali/ Habibia Range/ DFO's Copy

Nursery Journal

Division	:	Noakhali Costal Forest Division
Range	:	Habibia Range
Beat	:	Bashkhali
District	:	NOAKHALI
Upazila	:	
Union	:	

Proposed forest plantation type	Plantation area(Ha)	Nursery raising year	Plantation creation year	Target of Raising seedlings
---------------------------------	---------------------	----------------------	--------------------------	-----------------------------

Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project).
Noakhali Costal Forest Division
Forest Department
Nursery Journal

1| General Information of Nursery

1.1| Nursery raising sector and Project Name

Underdevelopment	Yes	Development	No
Development Project Name	Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project).		
Nursery set-up date			
Monjuri sutro No.			

1.2| Nursery type and location

FIGURE 11-4 DOWNLOADED .DOC FILE OF NURSERY JOURNAL

12 PLANTATION JOURNAL

Toggle to Plantation Journal:

Data Entry & Visualization > Plantation Journal > Project/Revenue > Financial Year > Plantation type > Status > Search

Export PDF

FIGURE 12-1 PLANTATION JOURNAL INTERFACE

12.1 PLANTATION JOURNAL – EXPORT PDF

Toggle to Export PDF:

Data Entry & Visualization > Plantation Journal > Project/Revenue > Financial Year > Plantation type > Status > Export PDF

A .pdf file will be downloaded which contains all filled in info regarding plantation journal. The downloaded PDF file will be as below:

Plantation Journal

Bashkhali Habibia Range/ DFO's Copy

Division	Range	Beat	District	Upazila	Union
Noakhali Coastal Forest Division	Habibia Range	Bashkhali	Hatga	Noakhali	Noakhali

Proposed Forest Plantation Type	Plantation Area(he)	Plantation Year	Number of Planted Seedlings
Mangrove Afforestation (Keora & Baeri)	450.00	2025-2026	1999999.00

Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project)

Noakhali Coastal Forest Division
Forest Department
Plantation Journal

1. Introduction to Forest Plantation

FIGURE 12-2 PLANTATION JOURNAL PDF

12.2 PLANTATION JOURNAL – EXPORT DOC

Toggle to Export DOC:

Data Entry & Visualization > Plantation Journal > Project/Revenue > Financial Year > Plantation type > Status > Export
DOC

A .doc file will be downloaded which contains all filled in info regarding plantation journal. The downloaded DOC file will be as below:

Bashkhali/ Habibia Range/ DFO's Copy

Plantation Journal

Division	:	Noakhali Costal Forest Division
Range	:	Habibia Range
Beat	:	Bashkhali
District	:	
Upazila	:	Hatiya
Union	:	N/A

Proposed Forest Plantation Type	Plantation Area(Ha)	Plantation Year	Number of Planted Seedlings
Mangrove Afforestation (Keora & Baen)	450.00	2025-2026	1999800.00

Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project).

Noakhali Costal Forest Division

FIGURE 12-3 PLANTATION JOURNAL DOC FILE AFTER DOWNLOAD

12.3 PLANTATION JOURNAL – GPX VIEW

Toggle GPX View:

Data Entry & Visualization > Plantation Journal > Project/Revenue > Financial Year > Plantation type > Status > GPX View

A new interface will open showing a map interface. It contains all pre plantation GPX in a closed polygon for a specific beat.

The map interface will be as below:

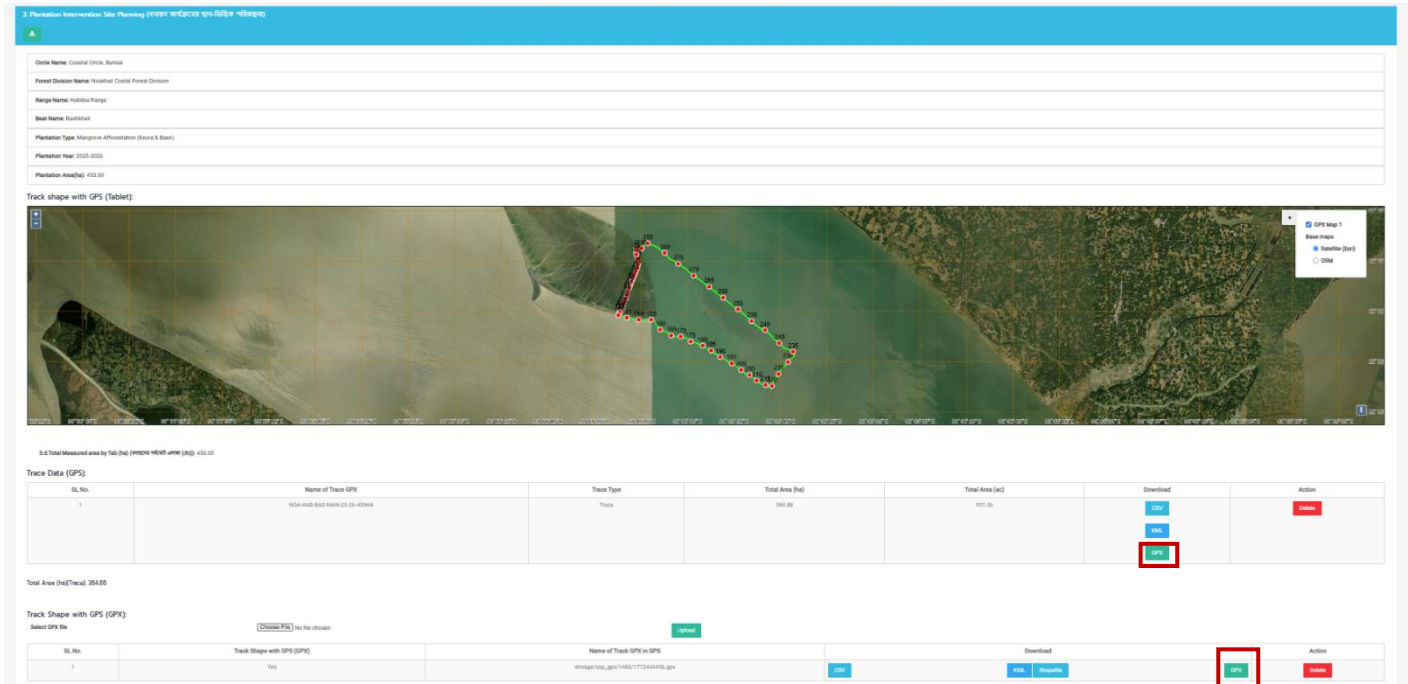


FIGURE 12-4 PLANTATION JOURNAL GPX VIEW

Additionally, corresponding GPX can be downloaded from this interface by clicking on the green background button named as GPX.

12.4 PLANTATION JOURNAL PDF

For new journal entry toggle to Plantation Journal PDF:

Data Entry & Visualization > Journal > Plantation Journal PDF > Create New

The interface will be as below:

FIGURE 12-5 CREATION OF NEW PLANTATION JOURNAL

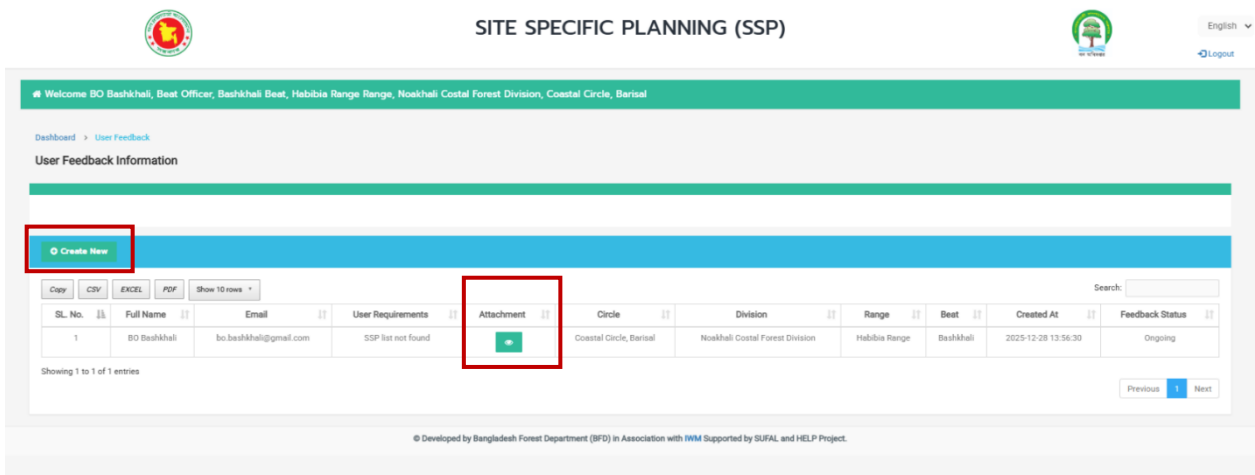
After filling in all information press **“Submit”** button.

13 USER FEEDBACK

This section is designed to provide any feedback regarding the SSP Dashboard. For adding feedback toggle to User Feedback tab:

Data Entry & Visualization > User Feedback

The interface will be as below:



The screenshot shows the 'User Feedback Information' page. At the top, there's a green header with the site name and a welcome message. Below it, a blue bar contains the 'Create New' button, which is highlighted with a red box. Underneath is a table with columns: SL. No., Full Name, Email, User Requirements, Attachment, Circle, Division, Range, Beat, Created At, and Feedback Status. The first row shows a user named 'BO Beshkhal' with an email 'bo.beshkhal@gmail.com' and a feedback status of 'Ongoing'. The 'Attachment' column for this row contains a green box with an eye icon, also highlighted with a red box. At the bottom, there's a footer with development credits.

FIGURE 13-1 USER FEEDBACK INTERFACE

For adding a new feedback click on **“Create New”** button.

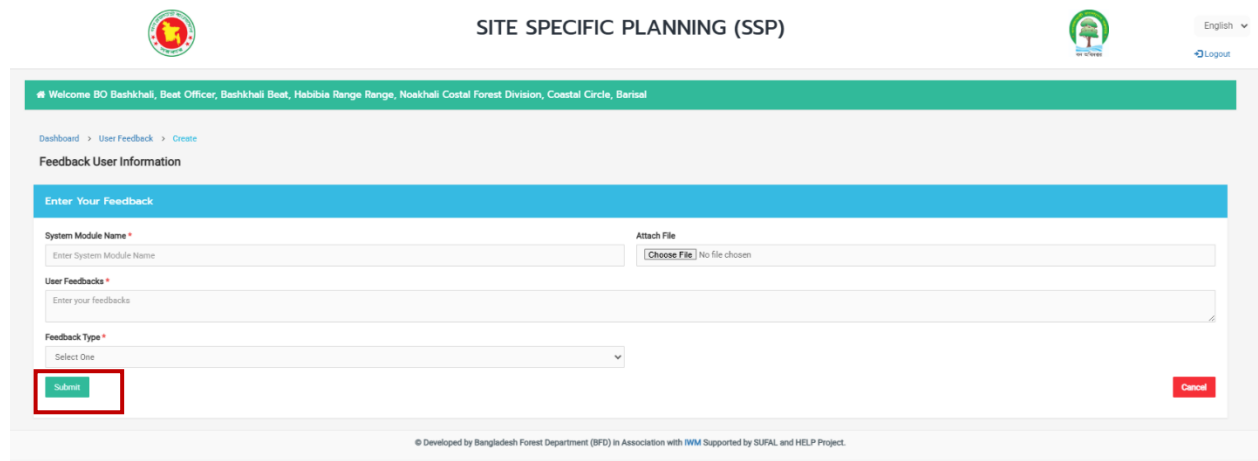
For viewing your uploaded attachment click on the **green box with an eye inside**.

13.1 USER FEEDBACK – CREATE NEW

For new feedback toggle to **“Create New”** button:

Data Entry & Visualization > User Feedback > Create New

The interface will be shown as below:



The screenshot shows the 'Create New' form for user feedback. It has a green header with the site name and a welcome message. Below it, a blue bar contains the 'Create' button. The form itself is titled 'Enter Your Feedback' and contains several fields: 'System Module Name' (text input), 'Attach File' (file upload button), 'User Feedbacks' (text area), 'Feedback Type' (dropdown menu), and a 'Submit' button at the bottom left, which is highlighted with a red box. There is also a 'Cancel' button at the bottom right. The footer at the bottom contains development credits.

FIGURE 13-2 CREATING NEW "USER FEEDBACK"

14 RESOURCES

Resources is an addition to store necessary files for a user. Any sort of files like photo, audio, video etc. can be stored in a cloud storage.

Data Entry & Visualization > Resources

The interface is as below:

Welcome BO Baskhali, Beat Officer, Baskhali, Habibia Range, Noakhali Costal Forest Division, Coastal Circle, Barisal

Dashboard > Resources

Resources

Create New

Copy CSV EXCEL PDF Show 10 rows

Search:

SL No.	File Name	File Type	Circle	Division	Range	Beat	Download	Created By	Created At	Updated By	Updated At	Status
No data available in table												

Showing 0 to 0 of 0 entries

Previous Next

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FIGURE 14-1 RESOURCES

For storing new files click on the “Create New” button.

Data Entry & Visualization > Resources > Create New

By clicking on “Create New” button a new interface will come up as below:

Welcome BO Baskhali, Beat Officer, Baskhali, Habibia Range, Noakhali Costal Forest Division, Coastal Circle, Barisal

Dashboard > Resources > Create

Resources

Create New

Name *

Description

Upload File *

Choose File No file chosen

Directory *

File Type *

File

Active *

Active

Submit

Cancel

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FIGURE 14-2 INTERFACE FOR ADDING

★ marked fields are mandatory which must have to filled in. After filling in fields and selecting options from dropdown click on “Submit”.

15 SSP APK

From the side panel, under Data Entry & Visualization, click on **SSP APK** for downloading the mobile application designed for data collection.

Home > Data Entry & Visualization > SSP APK

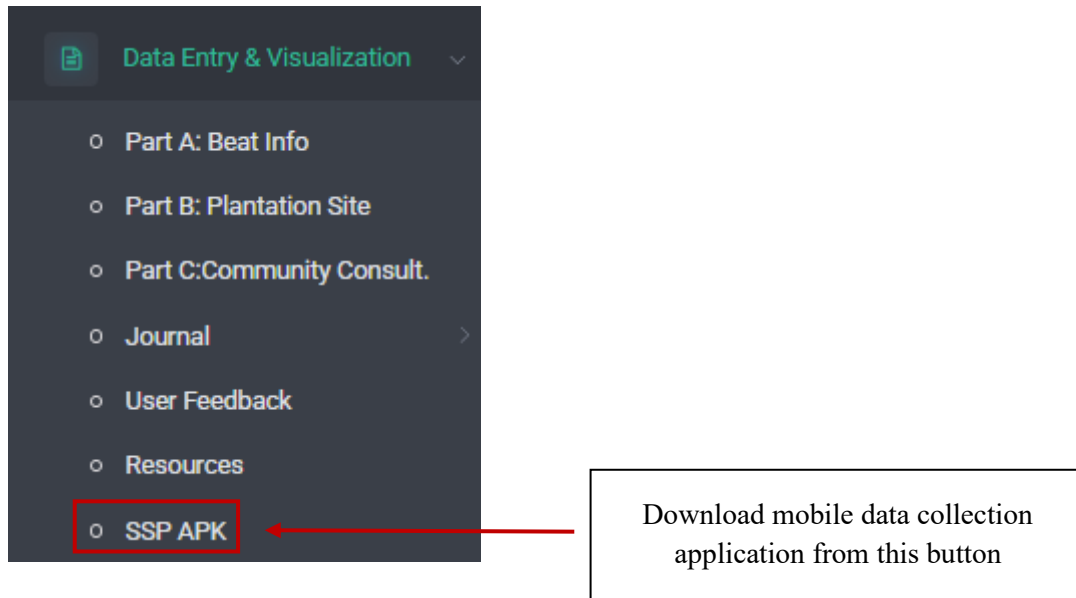


FIGURE 15-1 SSP APK DOWNLOAD

By clicking on “**SSP APK**” the mobile application will be downloaded. Find the downloaded file on your android phone to install it.

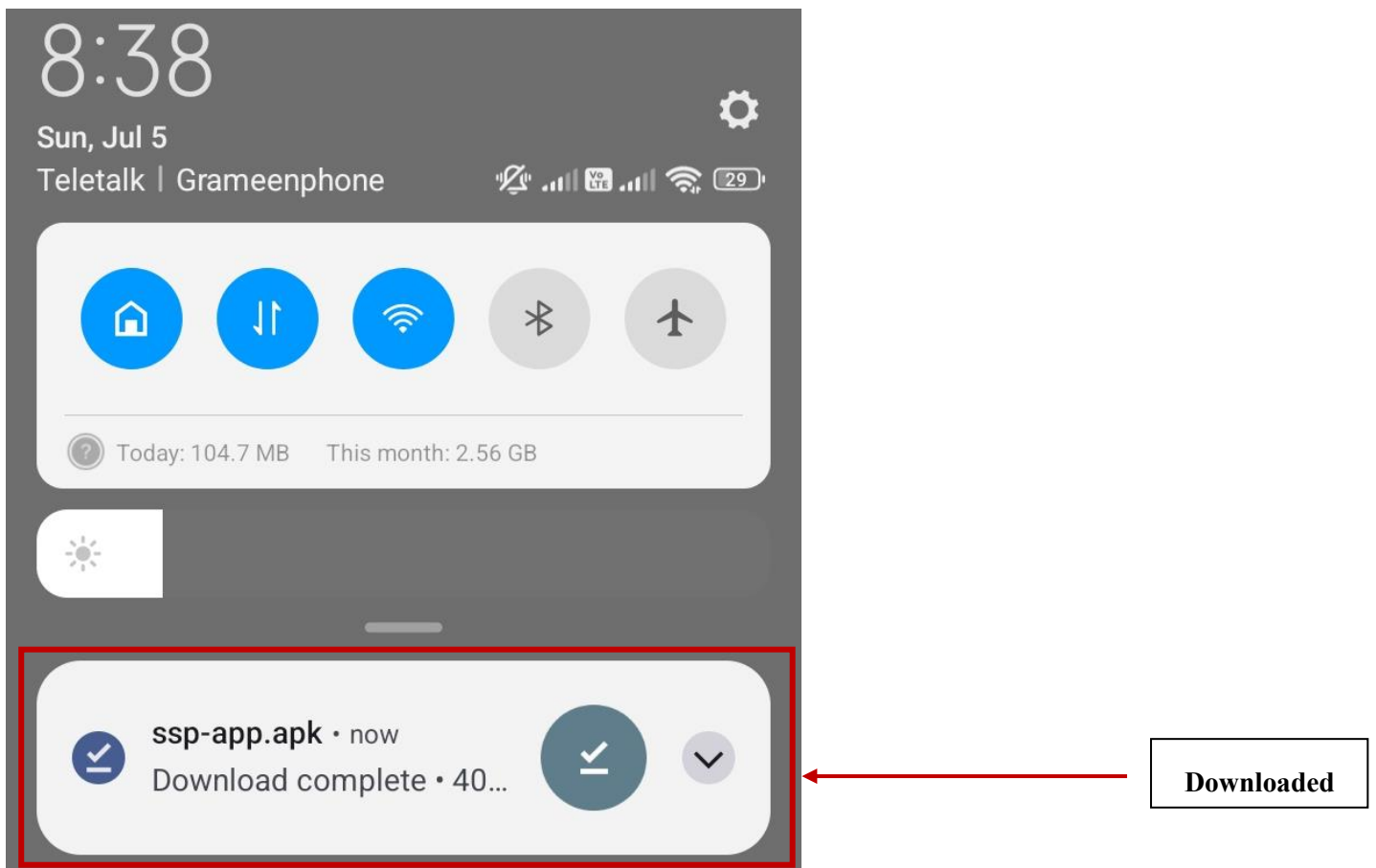
Follow the below steps:

Step 1:

First log in to your designated account from your android phone. After that, go to Data Entry & Visualization. And then click on “**SSP APK**”.

Home > Data Entry & Visualization > SSP APK

The mobile application will be download and show as below:



Now, click on the downloaded file. After that the phone interface will show as below:

Click on “**APK Installer**” and then click on **Once/Always**.

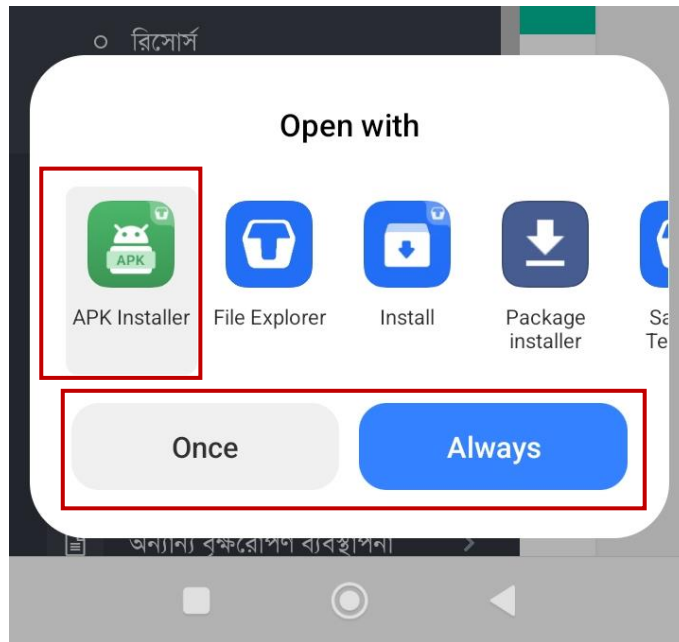


FIGURE 15-3 SSP APP

As the app is not downloaded from any designated store, system will seek permission to allow downloading unknown file.

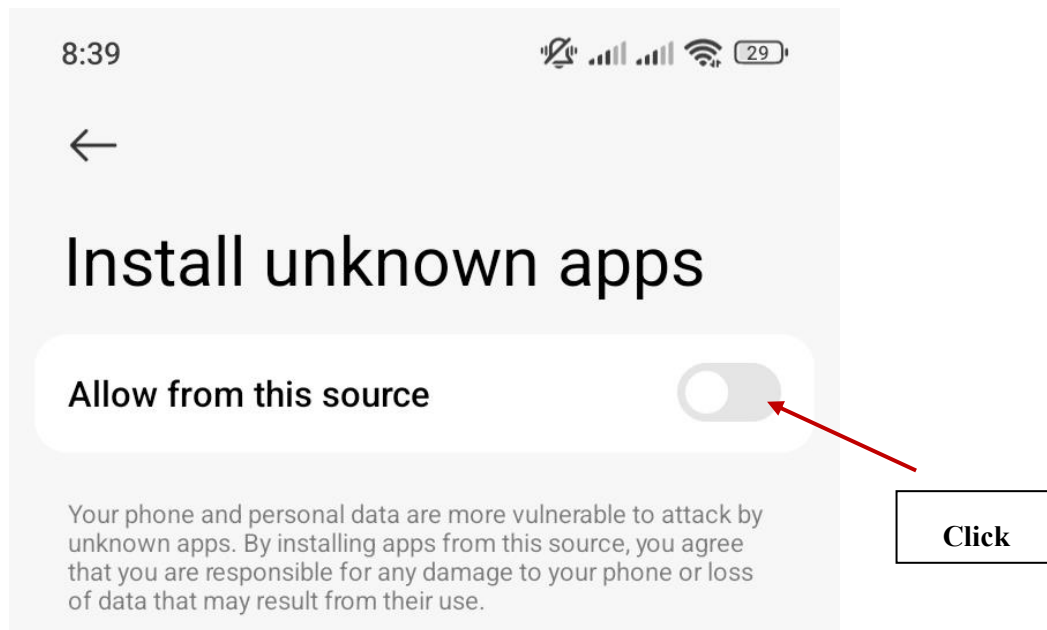


FIGURE 15-4 SSP APP

The next step is as below:

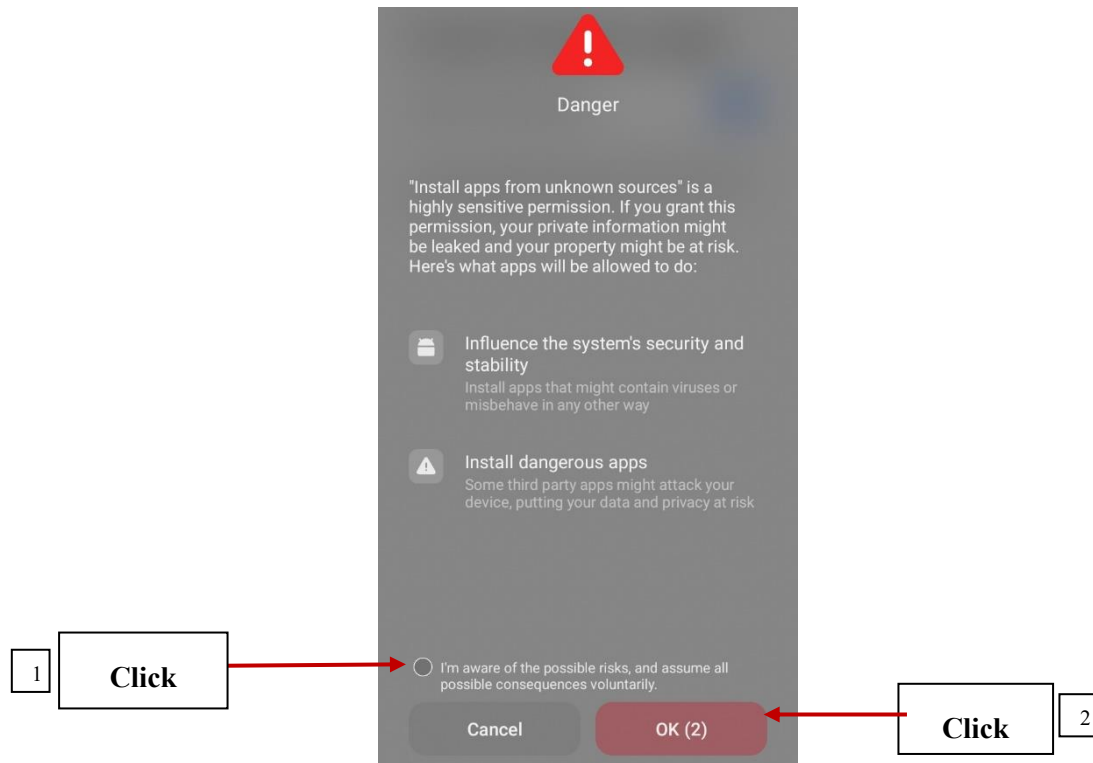


FIGURE 15-5 SSP APP

16 APPROVAL

The approval menu is designed with four functions:

1. Pending Task
2. Forwarded
3. Backwarded
4. Approved

Click on “**Forward**” to pass for approval from ACF.



FIGURE 16-1 APPROVAL PROCESS

16.1 PENDING

Beat officer/Range officer/ACF/DFO users will show their pending/unapproved beat/interventions/community consultations list.

16.2 FORWARDED

Range officer/ACF users will show their forwarded beat/interventions/community consultations list.

16.3 BACKWARDED

Beat officer/Range officer/ACF users will show their back warded beat/interventions/community consultations list from DFO/ACF/Range officer.

16.4 APPROVAL

DFO users will approve beat/interventions/community consultations list forwarded by ACF.

17 MAPPING INTERFACE

Mapping menu is divided into 3 sub menus,

- I. Index Map
- II. Interactive Map Interface
- III. SSP Monitoring Report

17.1 INDEX MAP

Upload Index Map of respective beat.

Home > Mapping > Index Map

Welcome BO Bashkhal, Beat Officer, Bashkhal, Habibia Range, Noakhali Coastal Forest Division, Coastal Circle, Barisal

Dashboard > Index Map

Index Map Upload for Beat

Map Layers (ম্যাপ লেয়ার)

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
1	Index Map of Bashkhal Beat	Yes	

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FIGURE 17-1 INDEX MAP

17.2 INTERACTIVE MAP INTERFACE

Click on “Interactive Map Interface” from side panel to see plantation maps with boundaries. Multiple layers will be visible here.

Home > Mapping > Interactive Map Interface

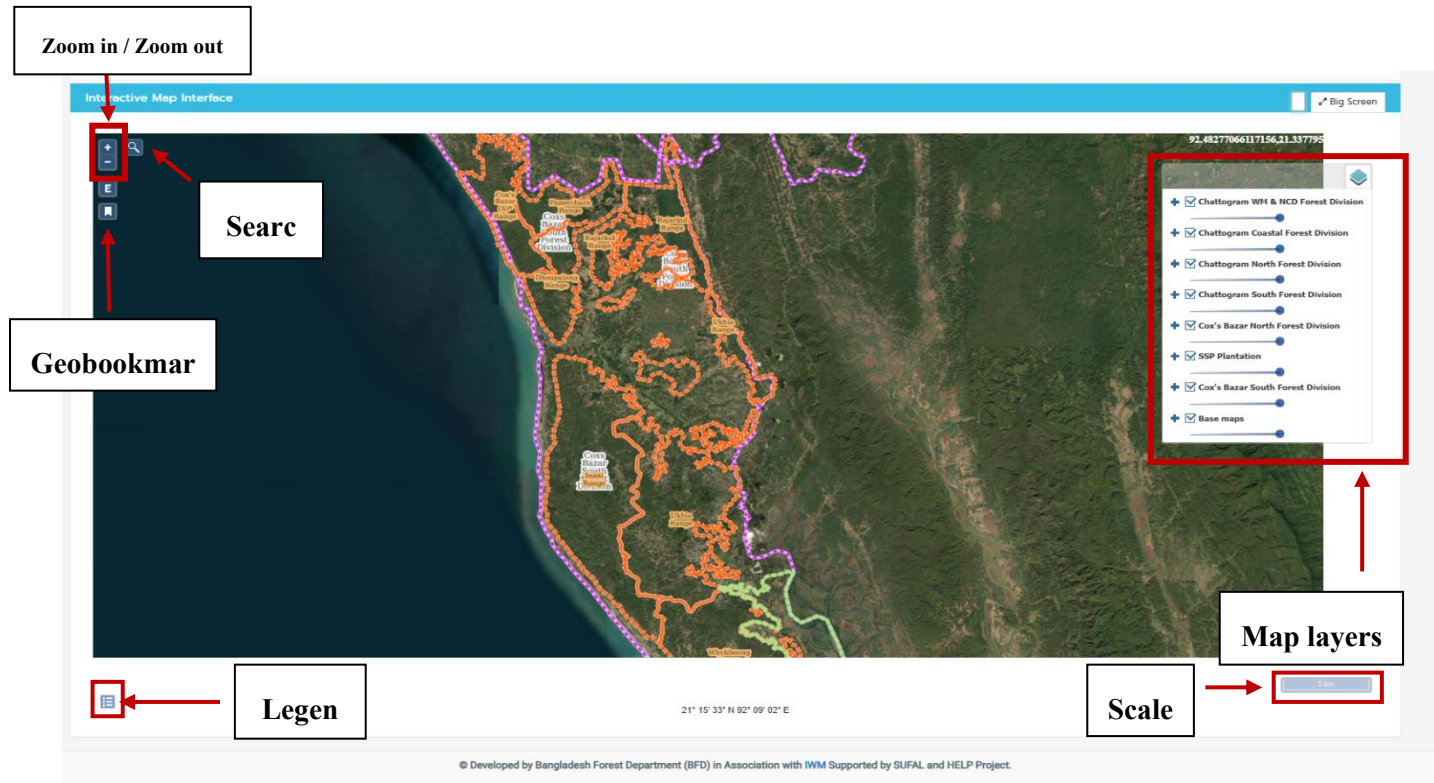


FIGURE 17-2 INTERACTIVE MAP

17.3 SSP MONITORING REPORT

SSP Monitoring Report provides a comprehensive monitoring report on SSP.

Home > Mapping > SSP Monitoring Report

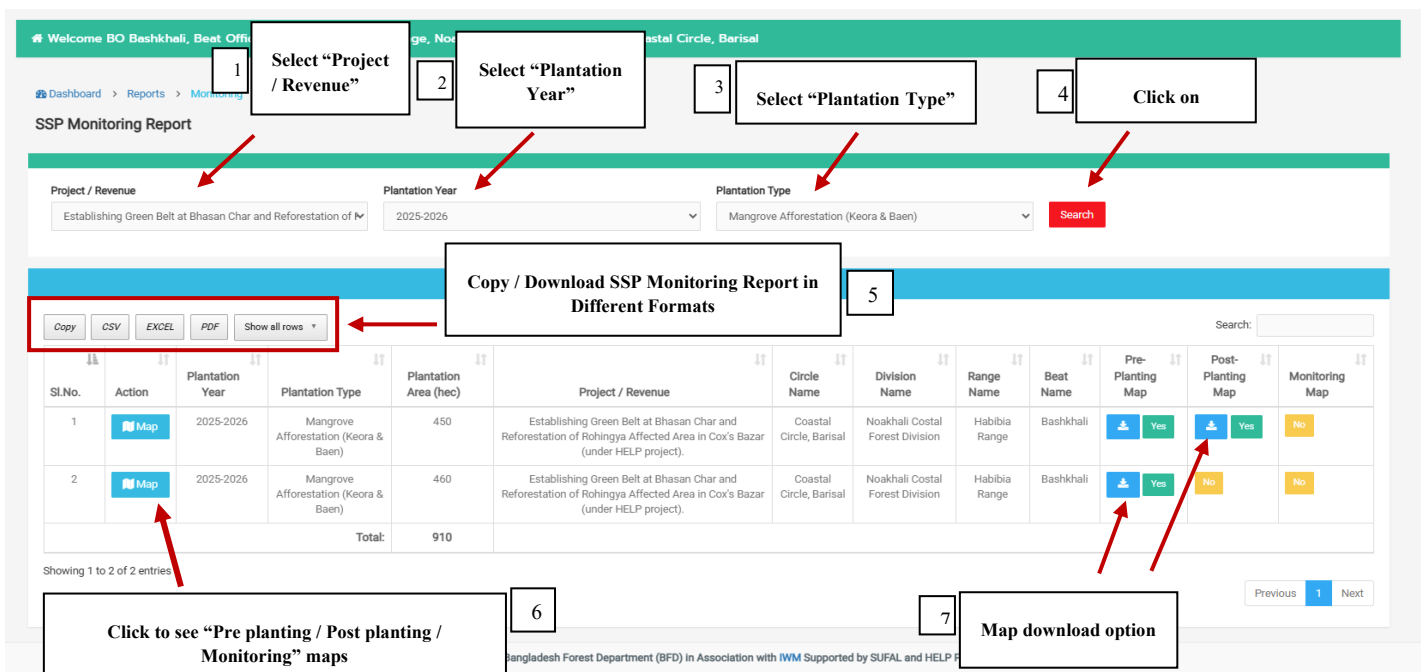


FIGURE 17-3 SSP

18 REPORTING

Reporting menu is divided into two sub menus:

- I. SSP Reports
 - Part A – Beat Info
 - Part B – Plantation Site
 - Part C – Community Consult.
- II. Journal Reports
 - Nursery Journal Report
 - Plantation Journal Report

18.1 SSP REPORTS

SSP Reports present a comprehensive summary of Part A, Part B and Part C.

[1] Part A – Beat Info

Click on Part A – Beat Info under SSP Reports.

Home > Reporting > SSP Reports > Part A – Beat Info

Welcome BO, Beat Officer, Roikong Beat, Whykong Range, Cox's Bazar South Forest Division, Chattogram Circle

Dashboard > Reports > Part-A Summary

Part-A Summary

Click buttons to download Part A reports in CSV/Excel/PDF format or, Copy to clipboard

Copy CSV EXCEL PDF Show all rows

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 South Forest Division	Whykong Range	Roikong Beat	1290	06 November 2022	Jahir Uddir Md. Menar Chowdhuri	01819065579	Roykhong	21.0938624000, 92.2018300000

Showing 1 to 1 of 1 entries

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FIGURE 18-1 REPORTING

[2] Part B – Plantation Site

Click on Part B – Plantation Site under SSP Reports.

Home > Reporting > SSP Reports > Part B – Plantation Site

The screenshot displays the 'Part-B Summary' page. At the top, a green header bar contains the user's location: 'Welcome BO, Beat Officer, Roikong Beat, Whykong Range, Cox's Bazar South Forest Division, Chattogram Circle'. Below this, a navigation bar shows 'Dashboard > Reports > Part-B Summary'. The main area features four dropdown filters: 'Project / Revenue' (1), 'Plantation Year' (2), 'Plantation Type' (3), and 'Status' (4). A red 'Search' button (5) is located below these filters. A large box (6) indicates that users can download reports in CSV/Excel/PDF format or copy to the clipboard. Below the filters is a table with columns: SL.No., Plantation Year, Plantation Type, Total Plantation Area (hec), Project / Revenue, Circle Name, Division Name, Range Name, Beat Name, SSP (Total), and Action. The first row shows data for 'Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project)'. The 'Action' column has a 'View' button (7). A footer note states: '© Developed by Bangladesh Forest Department (BFD) in Association with IWM Supported by SUFAL and HELP Project.'

FIGURE 18-2 REPORTING INTERFACE (PART - B)

Click on “View” for the below interface:

The screenshot shows the 'SITE SPECIFIC PLANNING (SSP)' page. It features a green header bar with the user's location and a navigation bar with 'English' and 'Logout' options. The main title is 'Part B: Plantation Intervention Planning of the Roikong Beat Beat (বনায়ন কার্যক্রম পরিকল্পনা)'. Below this is a table titled 'SSP List' with columns: SL.No., Details, Data Collection Date, Beat Name, Range Name, Division Name, Circle Name, Plantation Year, Plantation Type, and Plantation Area (ha). The first row shows data for 'Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project)'. The 'Details' column has a 'Details' button (1) and a 'GPX View' button (2). A red arrow points from the 'Details' button to a box (3) that says 'Click on “Details” for viewing detail input of Part B'. Another red arrow points from the 'GPX View' button to a box (4) that says 'Click on “GPX View” for viewing SSP maps'. A footer note states: '© Developed by Bangladesh Forest Department (BFD) in Association with IWM Supported by SUFAL and HELP Project.'

FIGURE 18-3 PART B - GPX VIEW AND DETAILS

[3] Part C – Community Consult.

Click on Part C – Community Consult. under SSP Reports.

Home > Reporting > SSP Reports > Part C – Community Consult.

Welcome BO, Beat Officer, Roikong Beat, Whykong Range, Cox's Bazar South Forest Division, Chattogram Circle

Dashboard > Reports > Part-C Summary

Part-C Summary

Click buttons to download Part A reports in CSV/Excel/PDF format or, Copy to clipboard

Copy CSV EXCEL PDF Show all rows

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 South Forest Division	Whykong Range	Roikong Beat	06 March 2022	06 March 2022	Mainuddin Ahamed Chowdhuri	01819176617	Roykhong	hill

Showing 1 to 1 of 1 entries

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FIGURE 18-4 REPORTING

18.2 JOURNAL REPORTS

Journal Reports present a comprehensive summary of Nursery Journal and Plantation Journal.

[1] Nursery Journal Report:

Click on Nursery Journal Report under Journal Reports.

Home > Reporting > Journal Reports > Nursery Journal Report

Welcome BO, Beat Officer, Roikong Beat, Whykong Range, Cox's Bazar South Forest Division, Chattogram Circle

Dashboard > Nursery Journal Report

Nursery Journal Report

1 Select "Project / Revenue"

2 Select "Financial Year"

3 Click buttons to download Part A reports in CSV/Excel/PDF format or Copy to clipboard

4 Click on "Search"

5 Click to download "Nursery Journal"

Project / Revenue: Establishing Green Belt at Bhasan Char

Financial Year: 2024-2025

Copy CSV EXCEL PDF Show 10 rows

Search

SL. No.	Financial Year	Nursery Type	Project / Revenue	Circle	Division	Range	Beat	Download
1	2024-2025	Permanent	Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project).	Chattogram Circle	Cox's Bazar South Forest Division	Whykong Range	Roikong Beat	Download

Showing 1 to 1 of 1 entries

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FIGURE 18-5 REPORTING INTERFACE

[2] Plantation Journal Report:

Click on Nursery Journal Report under Journal Reports.

Home > Reporting > Journal Reports > Plantation Journal Report

Welcome to the HELP/S-06 Reporting Interface. The interface displays the following information:

Project / Revenue: Establishing Green Belt at Bhasan Char

Financial Year: 2024-2025

Plantation Type: Hill-Mixed Plantation with Fast Growing

Status: Pending

Search: [Search]

Click on "Search"

Plantation Journal Report

Copy CSV EXCEL PDF Show 10 rows

SL. No.	Plantation Year	Plantation Type	Area (hec)	Project / Revenue	Circle	Division	Range	Beat	Status	Download
1	2024-2025	Hill-Mixed Plantation with Fast Growing and Indigenous Species	60.00	Establishing Green Belt at Bhasan Char and Reforestation of Rohingya Affected Area in Cox's Bazar (under HELP project).	Chattogram Circle	Cox's Bazar South Forest Division	Whykong Range	Roikong Beat	Pending	

Showing 1 to 1 of 1 entries

Previous 1 Next

Click to download "Plantation Journal"

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FIGURE 18-6 REPORTING INTERFACE

SSP Dashboard Operations Manual for Management Plan Divisions

For Management Plan Divisions, additional Menu and Sub-menu have been designed. Specifically, focused on Monitoring and Reporting.

19 ADDITIONAL MENU / SUB MENU ON SIDE PANEL FOR MPD(S)

For DFOs of Management Plan Divisions, Monitoring menu has been added. This is further subdivided into three sub menus.

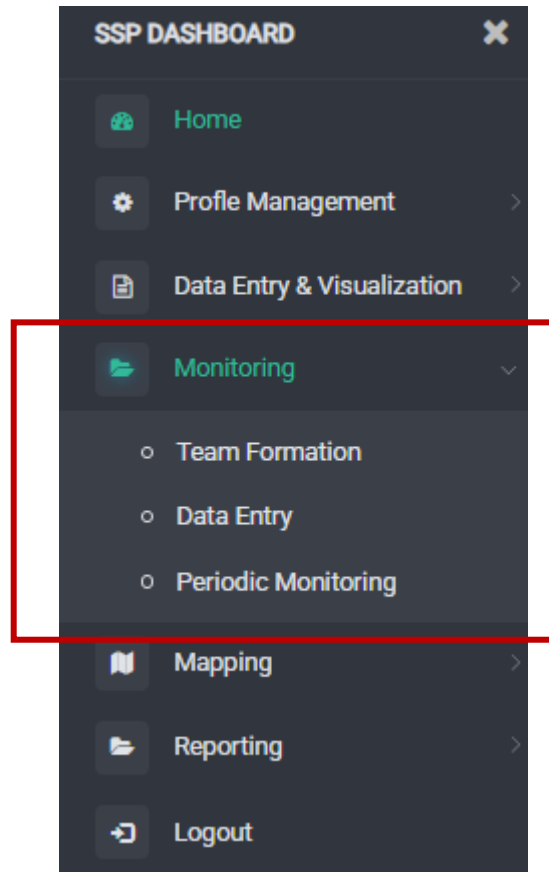


FIGURE 19-1 ADDITION OF MONITORING MENU IN SIDE PANEL

Another addition is Monitoring Report (75 Column) under Reporting menu.



FIGURE 19-2 MONITORING REPORT (75 COLUMN) UNDER REPORTING MENU

20 MONITORING

Monitoring menu is subdivided into three sub menus:

- I. Team Formation
- II. Data Entry
- III. Periodic Monitoring

20.1 TEAM FORMATION

Toggle to Team Formation tab as below:

Login > Monitoring > Team Formation

Press "Create New" for new team formation

Created teams will appear

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FIGURE 20-1 INTERFACE FOR

20.1.1 TEAM FORMATION – CREATE NEW

For a new team formation follow the below step:

Monitoring > Team Formation > Create New

Enter Team Name in English (mandatory)

Enter Team Name in Bangla

Assign Team Leader from Dropdown

Select Circle from Dropdown

Select Division from Dropdown

Select Range from Dropdown

Click Here to Submit

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FIGURE 20-2 TEAM FORMATION FOR MANAGEMENT PLAN

20.3 PERIODIC MONITORING

Go to Periodic Monitoring of Post – Plantation as below:

Login > Monitoring > Periodic Monitoring

SITE SPECIFIC PLANNING (SSP)

Welcome Management Plan Division Dhaka, DFO

Dashboard > Periodic Monitoring

Periodic Monitoring of Post-plantation

Click here for new

Create New

Copy CSV EXCEL PDF Show 10 rows

Search:

SL. No.	Circle	Division	Range	Beat	Date of Entry	Title	Intervention Type	Monitoring Parameter	Comparison to Target	Status	Additional Image	Additional Report	Action
No data available in table													

Showing 0 to 0 of 0 entries

Previous Next

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FIGURE 20-5 PERIODIC MONITORING

20.3.1 PERIODIC MONITORING – CREATE NEW

For a new entry follow the below step:

Monitoring > Periodic Monitoring > Create New

Welcome Management Plan Division Dhaka, DFO

Dashboard > Periodic Monitoring > Create

Periodic Monitoring of Post-plantation

Create

1 Select "Financial Year"

2 Select "Forest Circle"

3 Select "Forest Division"

4 Select "Range/SFNTC"

Financial Year * 2024-2025

Forest Circle (কেন জঞ্চ) * Central Circle, Dhaka

Forest Division (কেন বিভাগ) * Dhaka Forest Division

Range/SFNTC (রঞ্জ/এফএসএন্টিসি) * Kachighata Range

Beat/Camp/SFPC (বিট/কাম্প/এসএফসিপি) * Kachighata Sadar

Name Of the Place Enter Location Name

Latitude 0

Longitude 0

Next

Cancel

5 Select "Beat/Camp/SFPC"

6 Type "Name of the Place"

7 Manually Type "Latitude"

8 Manually Type "Longitude"

9 Click "Next"

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FIGURE 20-6 CREATING NEW PERIODIC MONITORING

After filling in all the required info click “Next”. The below interface will be shown:

The screenshot shows the 'Create' form for 'Periodic Monitoring of Post-plantation' in the 'SITE SPECIFIC PLANNING (SSP)' section. The form includes the following fields and callouts:

- 1**: Type “Date of Entry” (points to the Date of Entry field)
- 2**: Type “Title” (points to the Title field)
- 3**: Type “Title (CFMP Format)” (points to the Title (CFMP Format) field)
- 4**: Select “Intervention Type” (points to the Intervention Type dropdown)
- 5**: Select “Monitoring Parameter” (points to the Monitoring Parameter dropdown)
- 6**: Select “Comparison to Target” (points to the Comparison to Target dropdown)
- 7**: Type Comments (points to the Comments text area)
- 8**: Upload Report from Internal Storage (points to the Additional Report file upload button)
- 9**: Upload Image from Internal Storage (points to the Additional Image file upload button)
- 10**: Click “Submit” (points to the Submit button)

The form also includes a 'Previous' button, a 'Cancel' button, and a footer note: '© Developed by Bangladesh Forest Department (BFD) in Association with IWM Supported by SUFAL and HELP Project.'

FIGURE 20-7 CREATING NEW PERIODIC MONITORING OF POST - PLANTATION

20.4 MONITORING REPORT (75 COLUMN)

Go to Monitoring Report (75 Column)

Reporting > Monitoring Report (75 Column)

The screenshot shows the 'Plantation Monitoring Report' interface in the 'SITE SPECIFIC PLANNING (SSP)' section. The interface includes the following elements:

- Filters:** Project / Revenue, Circle, Division, Range, Beat, Plantation Year, and Plantation Type. A red box highlights the Project / Revenue, Circle, Division, Range, Beat, and Plantation Year filters.
- Search:** A red 'Search' button is located next to the Plantation Type filter.
- Data Table:** A table with 16 columns and 1 row. The columns are:

বিভাগ	ক্রমিক নং	বন বিভাগের নাম	জেলা	উপজেলা	রেজ/এসএক-এসটিসি এর নাম	বিটি/ এসএকসিটিসি এর নাম	বাগানের উল্লেখ্য বাত (প্রকল্পের নাম /আইডি/TFP)	বাগানের অবস্থান (নৌকা)	বাগানের অবস্থান (নৌকা নং)	বাগানের অবস্থান (খাস নং)	বাগানের উল্লেখ্য সন	বাগানের ধরণ (প্রপ- জাউন সেট)	ইউনিট (মেটর / বর্গ)	সুস্থিত নোট বাগানের পরিমাপ	বাগান স্থানে বাহির অবস্থান পরিমাপ	বাগান স্থানে বাহির অবস্থান পরিমাপ (টাকা)
-	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
- Footer:** 'Showing 0 to 0 of 0 entries' and 'Previous Next' buttons.
- Footer Note:** '© Developed by Bangladesh Forest Department (BFD) in Association with IWM Supported by SUFAL and HELP Project.'

FIGURE 20-8 PLANTATION MONITORING REPORT

For searching any existing report filter as below:

Select **“Project/Revenue”** > Select **“Circle”** > Select **“Division”** > Select **“Range”** > Select **“Beat”**
> Select **“Plantation Year”** > Select **“Plantation Type”** > Click **“Search”**

21 LOGOUT

Click Logout from side panel or, from top right corner.

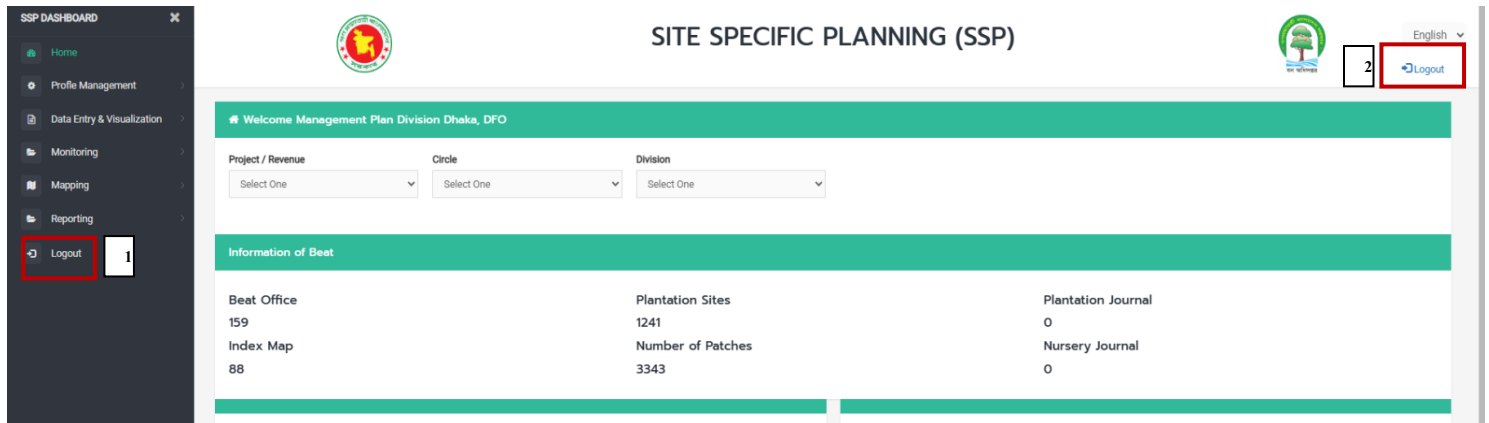


FIGURE 21-1 HOW TO LOGOUT FROM SSP DASHBOARD