

Government of West Bengal
Directorate of Forests
Office of the Principal Chief Conservator of Forests
Head of Forest Force, West Bengal
Aranya Bhawan, Block - LA-10A, Sector - III
Salt Lake City, Kolkata - 700 106
Ph.: 2335-7751/8581/8755; Fax: 2335-8756; e-Mail: pccfwb@vsnl.net

ORDER

Order No.: 17-Misc/CS/2018,

Dated: Kolkata, the 9th February, 2018

WHEREAS, it has been observed that the records of the different permanent & temporary buildings are not properly maintained at different units of the Forest Directorate, and

WHEREAS, it has been observed that the prescribed **Building Register** having details of each & every permanent building of the unit is not being updated regularly;

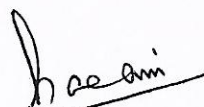
NOW, in consideration of the above, it is hereby ordered that all the Divisional Units and Circle Units having permanent building, **must update the Building Register in West Bengal Form No.1678 within 4 (four) months from the issuance of this Order.**

FURTHER, for a quick inventory, it is hereby ordered that all Units must submit the report of buildings existing in their Unit in the following proforma **by 19th of March, 2018, positively:**

Name of Building (Type)	Building No.	Floor Area	Year of Construction	Location (Range & Beat) and Condition	Occupied or Unoccupied

WHILE preparing the inventories, please keep in mind that all permanent buildings other than buildings having 'kaccha wall' and 'without plaster' should be included in the inventories, irrespective of source(s) of funds under which it was constructed. In other words, the existing buildings in any location and in any condition must be numbered and must be included in the inventories.

THIS Order should be followed in letter & spirit and a report, as asked, must be submitted after a quick inventory.


(S. Barari)

Principal Chief Conservator of Forests
General, West Bengal

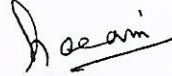
No.: 11835/CS/2M-1369/2018

Dated: 09.02.2018

Copy forwarded to:

1. The Principal Secretary to the Govt. of West Bengal, Department of Forests. This is with reference to the Review Meeting held on 5th of February, 2018.
2. All the Principal Chief Conservator of Forests, West Bengal.
3. All the Additional Principal Chief Conservator of Forests, West Bengal.
4. The Director, Sundarban Biosphere Reserve, West Bengal.
5. All the Chief Conservator of Forests, West Bengal.
6. All the Field Directors of Tiger Reserves, West Bengal.
7. All the Conservator of Forests, West Bengal.
8. The Joint Director, Sundarban Biosphere Reserve, West Bengal.
9. All the DCFs/DFOs/DFDs, West Bengal.
10. All the Directors of Forest School/Training Institute, West Bengal.

All the Circle in-charges are directed to follow up the updation of building register and check the same during inspection of divisions.



(S. Barari)

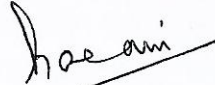
Principal Chief Conservator of Forests
General, West Bengal

No.: /CS/2M-1369/2018
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Dated: 09.02.2018

1. Chief Conservator of Forests, MIS & e-Governance, West Bengal
2. Deputy Conservator of Forests, MIS, West Bengal

They are requested to compile the reports and put up the same by 31st of March, 2018, to the undersigned.



(S. Barari)

Principal Chief Conservator of Forests
General, West Bengal