



Government of West Bengal
Directorate of Forests

Office of the Principal Chief Conservator of Forests, Head of Forest Force
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No. 03/PCCF(Gen.)/PA/2019

Date: 16.10.2019

To: Addl. Principal Chief Conservator of Forests, Finance
Addl. Principal Chief Conservator of Forests, HRD

Sub: Weekly meetings to expedite Decision Making Process

For better coordination and to expedite decision making process, the undersigned will have weekly meetings as per the schedule given below:

| | | | | |
|-----------|-------|--------------|---------|------------------|
| TUESDAY | 11 am | PMC Wing | 12 Noon | GC Wing |
| WEDNESDAY | 11 am | Finance Wing | 12 Noon | Special Projects |
| THURSDAY | 11 am | MIS& E Gov. | 12 Noon | HQ |
| FRIDAY | 11 am | PGLI | | |

All important pending issues and files will be discussed in the meeting. Addl. PCCFs along with the concerned CCFs, CFs and DFOs are requested to attend the meeting well prepared in advance.


(T.V.N. Rao, IFS)

Principal Chief Conservator of Forests, General, W.B.

No. 04/PCCF(Gen.)/PA/2019

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Copy forwarded for information and necessary action to:

Chief Conservators of Forests – PMC / G.C / PGLI / Finance / Special Projects / MIS / H.Q.
Conservators of Forests – APM / WP / South
Dy. Conservator of Forests – Personnel / Legal / Finance / MIS / Admin / Publicity


(T.V.N. Rao, IFS)

Principal Chief Conservator of Forests, General, W.B.