



Government of West Bengal  
Directorate of Forests

Office of the Principal Chief Conservator of Forests, Head of Forest Force  
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No. 7341 / P&S (P)/3D- 668/2018

Dated: 27/11/19

To :: 1. All Chief Conservator of Forests, West Bengal.  
2. The Field Director, BTR/STR.  
3. All Conservator of Forests, West Bengal.  
4. The Conservator of Forests & Jt. Director, SBR.

Sub :: Draft Budget Proposal for Budget Speech, West Bengal.

Ref :: The Addl. Chief Secretary, Finance Deptt., Govt. of West Bengal's No. 1077(55)-FB dated 01.11.2019.  
(copy enclosed).

Sir,

With reference to above and in modification of earlier letter No. 7103/P&S(P)/3D-663/18 dated 19.11.2019, you are hereby requested to send a brief note for preparation Budget Speech for budget 2020-21 on the following points.

1. Special achievements of your Circle during financial year 2019-20. Achievements against budget provision of 2019-20 may also be described in brief (Max 500 words).
2. Draft plan for 2020-21 along with budgetary allocation required for the same (Max. 300 words).
3. Cut off for the expenditure/performance should be 31<sup>st</sup> December 2019 for figures and facts and references.

This should be treated as urgent. Your report should reach this office positively by 02.01.2020.

Encl: As stated,

  
Chief Conservator of Forests, Finance  
West Bengal.

অতিরিক্ত মুখ্য সচিব  
অর্থ দপ্তর, পশ্চিমবঙ্গ সরকার  
**Additional Chief Secretary**  
Finance Department  
Government of West Bengal



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e-mail : fs-wb@nic.in

No. 1077(55)-FB

Dated, Howrah, the 13<sup>th</sup> November, 2019

To: The Addl. Chief Secretary / Principal Secretary / Secretary,

----- Department,  
Government of West Bengal

**Sub: Proposals for Budget Speech for the year 2020-2021**

Sir / Madam,

I am to request you to furnish to this Department, a brief note for preparation of Budget Speech for the budget 2020-21 mentioning:-

1. Special Achievements of the department during financial year 2019-20. Achievements against budget provision of 2019-20 may also be described in brief (Max 500 words).
2. Draft plan for 2020-21 along with budgetary allocation required for the same (Max 300 words)

It is suggested that the cut off for the expenditure / performance should be 31<sup>st</sup> December, 2019 for all figures / facts and references. The outline / structure may be kept ready and immediately after the cut off date, the note may be finalised by 4<sup>th</sup> January, 2020 and send to Shri Sudip Kumar Sinha, IAS, Additional Secretary by email ([sudipkumar.sinha@yahoo.in](mailto:sudipkumar.sinha@yahoo.in)) latest by 6th January, 2020.

Yours faithfully,

  
(H.K. Dwivedi)