



**Government of West Bengal
Directorate of Forests**

Office of the Principal Chief Conservator of Forests, Head of Forest Force
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Office Order

No: 20-SC/CS/2021

Dated: 30.06.2021.

Whereas Video conferencing is of prime importance in the current situation of COVID 19,

Whereas for virtual communication a platform is required through which we can communicate with our field units for holding meetings, conducting webinars or training through video conferencing,

Whereas Forest Directorate has already procured licence of web platform the Webex (CISCO) for connecting all the Field Units for better coordination,

All officers of Forest Directorate should make best use of this platform for organizing any Conference/ webinar/ meeting/ workshop/ training on this platform.

For conducting any such online event through this platform prior intimation should be sent to the CCF, MIS & e-Governance through e Mail id ccfmiseg.f-d-wb@nic.in with a copy to dcfmis-wb@nic.in at least 3 (three) working days in advance with following information:

1. Type of event (Meeting/ Training/ Workshop/ Webinar/ Conference)
2. Agenda/ Topic of such event.
3. Date and preferred time slot.
4. Duration.
5. Details of participants.

Necessary meeting link will be generated and shared with the concerned participants accordingly by CCF MIS & e-Governance.


Principal Chief Conservator of Forest
Head of Forest Force, West Bengal

No: 1339 /DOFR 18012 (14)/2/2020 - SEC (DOFR).

Dated 30.06.2021.

Copy forwarded for Information to:-

- 1) The Principal Chief Conservator of Forests, CAMPA & Nodal officer, West Bengal
- 2) The Principal Chief Conservator of Forests, RM & D, West Bengal
- 3) The Principal Chief Conservator of Forests, General, West Bengal
- 4) The Principal Chief Conservator of Forests, Wildlife, West Bengal
- 5) The Managing Director, West Bengal Forest Development Corporation Ltd
- 6) All Addl. Principal Chief Conservators of Forest, West Bengal
- 7) All CCF & Field Directors
- 8) All CF, Jt. Director, SBR
- 9) All DFO/DFD/ DCF/ Director Training Centres


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