

Minutes of the meeting for fixing the target for Advance Plantation Works for the year 2019-2020 and beyond, held on 28th August, 2018 at Aranya Bhawan, Kolkata.

The following officers were present in the meeting :

1. Principal Chief Conservator of Forests & Head of Forest Force, W.B.
2. Principal Chief Conservator of Forests & CWLW.
3. Addl. Principal Chief Conservator of Forests, HRD.
4. Addl. Principal Chief Conservator of Forests, Finance.
5. Chief Conservator of Forests, Finance.
6. Chief Conservator of Forests, Hill circle.
7. Chief Conservator of Forests, Northern Circle.
8. Chief Conservator of Forests, Western Circle.
9. Chief Conservator of Forests, South-West Circle.
10. Chief Conservator of Forests, Central Circle.
11. Chief Conservator of Forests, North West Bengal.
12. Chief Conservator of Forests, South East Circle.
13. Chief Conservator of Forests, Soil Conservation (North) Circle.
14. Field Director, STR.
15. Field Director, BTR.
16. Conservator of Forests, Parks & Gardens Circle.
17. Conservator of Forests, Research Circle.
18. Conservator of Forests, Wildlife (North) Circle.
19. Joint Director, SBR.
20. Dy. Conservator of Forests, Finance.

The following items pertaining to Finance wing were discussed in the meeting :-

1. **Designating the ADFOs as DDOs-** It was decided that all the CCFs will take responsibility and send the names of the ADFOs under the divisions as per the details contained in the Forest Deptt. letter No. 1879-FR/O/N/6M-61/16 dated 19.06.2017 (copy enclosed). It was also decided that wherever the ADFOs are not available, a certificate to that effect shall be sent to this office that in such and such divisions / circles there is no post of ADFO or no ADFO is available in the establishment. It was also decided that the few DDOs will be divested of their DDO function and their establishment will move to the nearest DDO present near their offices, viz. CCF/NC, FD/BTR, CCF/HC, DFO/Publicity and CF Research. The PCCF & HoFF, for the ease of the changeover, agreed to look into the matter of the cut of date of this change over from 1st April 2019 in place of 1st November, 2018.
2. **The list of beneficiaries under Decentralized Peoples' Nurseries(DPN)** – the CCFs were requested to send the list of beneficiaries under DPN in soft copy of their respective divisions by mail to this office, to the mail ID of DCF Finance- deffin@gmail.com. PCCF&HoFF also requested to all the CCFs, specially Circles of North Bengal to include the Aranya Bandhus in the list of beneficiaries as per the government notification.
3. **Surrender of Funds in Plantation Heads:-** The CCF's were asked to send immediately all the details of Surrendered Funds under Plantation Heads under State Development schemes. So that the funds may be utilized in time by reallocating, for other pressing activities.
4. **Budget preparation for 2019-20** – All the CCFs were requested to start preparing the estimates for the state development works for the next year, based on the allocations during the current year. CCFs were also requested to prepare the building estimates to the tune of twice the funds received this year and take all necessary steps for getting these estimates vetted by the PWD by March, 2019 under the building heads.

5. **Funds requirement under the Salary head during the current year** - The CCFs were requested to send immediately the requirement for funds for the salary heads for their respective circles to avoid the stoppage of salaries by the treasuries. This will enable this office in preparing proposal for timely augmentation of funds to the Forest Deptt. The reports from following circles have not been received till date –
- Research Circle
 - Central Circle
 - Sunderban Tiger Reserve
 - Wildlife (Hq.)
 - North West Circle.
 - CF, APM
6. **Target for advance seedlings during 2019-20 and 2020-21** – the target for the advance seedlings were received by all the circles except Soil Conservation (North) Circle. Since the CCFs could not provide the break up of the total Advance seedlings requirements between poly-pot seedlings and hyco-pot seedlings it was decided that the CCFs will send the break up of the total seedlings between poly-pot seedlings and hyco-pot seedlings along with details of sizes of the polypots and hycopots, immediately within a week, by mail to the DCF/Finance, so that the advance estimates can be sent to the Department at the earliest.

The meeting ended with thanks to the chair.



(N. V. Raja Shekhar, IFS)
Addl. Principal Chief Conservator of Forests,
Finance, West Bengal.

No. 5355/P&S(P)/3D-554/2018-19

Dated : 30.08.2018

Copy forwarded for information and necessary action, to :

1. Principal Chief Conservator of Forests & Head of Forest Force, W.B.
2. Principal Chief Conservator of Forests & CWLW.
3. Addl. Principal Chief Conservator of Forests, HRD.
4. Chief Conservator of Forests, Finance.
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Finance, West Bengal.

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF FORESTS
ARANYA BHABAN, BLOCK-LA-10A, SECTOR-III,
SALT LAKE, KOLKATA - 700 098

No. 1879-FR/O/N/6M-61/16

Dated, Kolkata the 19th June, 2017

From : The Joint Secretary to the
Government of West Bengal.

To : The Principal Chief Conservator of Forest, HoFF, W.B.

Sub : Approval for declaring ADFO as DDO.

Sir,

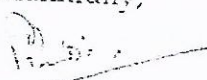
With reference to above, I am directed to say that Finance Department vide U.O. No. Gr.T/2016-17/0361 dtd. 24.08.2016 agreed to declare the ADFO as DDO in their respective Divisions / Circles etc.

In view of this the A.G(A&E), W.B. was requested to accord final approval for the proposal but the Department is requested to furnish the following :

1. G.O./Notification for declaration of D.D.O. and the name of DDO with designation (must be a Gr. A Officer).
2. Name of the Treasury.
3. 4(four) sets of original specimen signature of DDO duly attested by the authority sanctioning the establishment of such newly established office.

I am, therefore, requesting you to kindly furnish the reply of the above queries at the earliest for taking up the matter with AG(A&E)WB.

Yours faithfully,


Joint Secretary to the
Government of West Bengal.