

**CHECK-LIST**  
**OF**  
**DOCUMENTS / INFORMATION REQUIRED FOR PROPOSAL FOR DIVERSION**  
**OF FOREST LAND FOR NON FORESTRY USE UNDER FOREST**  
**(CONSERVATION) ACT, 1980**

**FOR STAGE-I APPROVALS**

S. No.	Name of the Document (s)	Provided or Not	If not Provided Why?	Page Number	
<b>I</b>	<b>Documents/Information Required for</b>	<b>All Proposals.</b>			
1	Check-list of the project proposal				
2	Main application form from Part-I to V as Prescribed in the Rules under the Forest (Conservation) Act, 1980 (FCA) with all its columns duly filled up and signed by the competent authority with date, place and official seal. All the information in part-I of form-A including item-wise breakup of the forest area required must be given in the form itself by expanding the columns with complete address, email date, Place and seal. <i>(if available)</i>	Provided			
3	Detailed note on the project for which Diversion proposed. It must include the information regarding the number of villages and number of persons to be benefited from the project including employment generation.	Provided			
4	Map of the project site/forest area Demanded clearly showing forest boundaries and adjoining areas with their land use in district colours in 1:50000 or any suitable scale on original Survey of India Topo sheet. If the area is very small, in addition to above, an index map may be submitted showing forest boundaries and a location map on a larger scale with land use of the area required duly signed by DFO/ CF concerned. Forest and non-forest areas to be shown in distinct colours.	Provided			
5	Layout plan of the project site. In case of Linear diversions of forest land, linear map or a diagrammatic map of the project site should be enclosed.	Provided			

6	Statement showing the details of forest area involved i.e. Survey No./Coupe No./Compartment No. etc. and item- wise break up of forest area proposed for diversion duly signed by DFO (in the <i>Prescribed format</i> ).	Provided		
7	Statement showing the details of non-Forest area involved in the proposal (in the prescribed/format).	Provided		
8	Certificate from the Collector/Deputy Commissioner that no alternative suitable non-forest land is available for the project in question except in cases where the project is not proposed on the forest land and only right of way (ROW) is required.	No		
9	Justification for locating the project in forest area to be submitted by the User Agency and countersigned by DFO.	Provided		
10	Certificate for minimum use of forest land to be submitted by the user agency, giving details of the area and trees involved in the alternatives examined, and reasons for their rejection duly countersigned by DFO (in the <i>prescribed format</i> ).	Provided		
11	Undertaking by the User Agency to bear the cost of compensatory afforestation duly countersigned by the DFO (in the <i>prescribed format</i> ).	Provided		
12	Undertaking by the User Agency to pay the Net Present Value (NPV) of the forest land involved duly countersigned by DFO (in the <i>prescribed format</i> ).	Provided		
13	A certificate from the competent authority in the State that all the forest rights under the Forest Rights Act, 2006 have been settled in respect of the forest area proposed for diversion, wherever Applicable.	Provided		
14	Species wise and girth class wise enumeration list and abstract of trees ( <i>abstract to be given at the end of the list</i> ) standing on the forest area in question neatly typed or computerized and duly signed by the DFO. Wherever possible, English and botanical names of the vegetation should be mentioned	Provided		
15	Site inspection/Joint Inspection report of the forest area involved in the project proposal by the DEO concerned or higherlevel forest	Provided		

	officer (in the <i>prescribed format</i> ) However, if the area involved is more than five ha. or number of trees marked for felling is 200 or more, it should be inspected by the CF.			
16	Details of non-forest land /degraded forest area identified for compensatory afforestation viz. Survey No./ Compartment No./ Khasra No./Khatoni No. Village, Tehsil, District, etc. along with map in appropriate scale showing the boundaries of adjoining forest areas with their use in distinct colours (in the <i>prescribed format</i> ).	Provided		
17	Detailed scheme for compensatory Afforestation identified non-forest area/ degraded forest area at prevalent wage rates duly signed by the DFO and counter signed by the CF concerned. The CA scheme must include all the technical details, details of work schedule, total financial outlay and proposed monitoring mechanism (in the <i>prescribed format</i> ).	Provided		
18	Certificate from the DFO, that non-forest land/forest land selected for compensatory afforestation is in a compact block and contiguous to forest area or is in close proximity of forest area and suitable raising plantation and from the management and protection point of view, and is free from all sorts of encumbrances and encroachments (in the <i>Prescribed format</i> ).	Provided		
19	In case of violation of the provisions of the FCA, 1980 or any other Forest Act, a detailed report on the violation to be submitted (in the <i>prescribed format</i> ).	Provided		
20	Certificate from the Chief Secretary regarding non-availability of non-forest land in the state for raising compensatory afforestation, wherever applicable	No		
21	Approval of the proposal for which diversion of forest land is proposed by the competent authority of the concerned organizations.	Provided		
22	In case of proposal which requires entry/exit through protected Forest strips along roads /railway lines/ canals, the following information/documents must be given :-	Not		

	<p>the land owning agency i.e. NHAI/ PWD, Railways or Canal/ Irrigation Department</p> <p>b) No Objection Certificate (NOC) in-principle approval for Change of Land Use from the Town and Country Planning/ local body any other competent authority.</p>			
23	Authority Letter From User Agency	Provided		
24	Specific Recommendation by DFO	Provided		
25	RD Wise Calculation Sheet	Provided		
26	Total Forest Area Calculation Sheet	Provided		
27	Calculation Sheet of Net Present Value	Provided		
28	Extraction Charges	Provided		
II	<b>Documents/Information Required for Proposals for Roads, Railway Lines, Canals and Transmissions Lines.</b>			
29	<p><i>The following</i> information/documents must be given:-</p> <p>a) Length and width of road/railway line/ canals/ transmission line passing through forest and non-forest area.</p> <p>b) In case of expansion of the already existing road/railway line /canal, linear plan clearly showing in distinct colours the already existing width of the proposed road/railway line/canal to be expanded and the remaining width of the protect forest strip which would be left after expansion.</p> <p>c) In case of transmission line, the following details may also be given</p> <p>i) Number of towers to be erected both in forest and non-forest area.</p> <p>ii) Width of the right of way for Transmission line.</p>	Provided		
III	<b>Documents/Information Required for Proposals for Hydro Electric Projects</b>			
30	<p><i>The following</i> information/document must be given :-</p> <p>a) Component-wise Total Area Requirement</p> <p>b) Copy of Memorandum of Understanding</p> <p>c) Copy of Techno-economic Clearance</p> <p>d) Copy of Implementation Agreement</p> <p>e) NOC from Irrigation and Public Health Departments</p>	N/A N/A N/A N/A N/A		

	f) NOC from Fisheries Department g) Authorization to the applicant by Project the Authority	N/A N/A		
IV	<b>Documents/Information Required for Proposals for Mining</b>			
31	<i>The following information/documents must be given :-</i>			
	<b>I New Proposals</b>			
	a) Certificate from the competent authority like District Mining Officer/ Geologist, regarding non-availability of the same mineral/ or in a nearby non-forest area.	N/A		
	b) Complete details of existing or proposed leases in that particular forest area with their present status should be indicated on Survey of India Topo- sheet in appropriate scale	N/A		
	c) Estimated reserve of each mineral/ore in the forest area and non- forest area	N/A		
	d) Total area demanded and extent of forest area involved in the proposed mining lease shown in distinct colours on relevant maps.	N/A		
	e) Proposed period of mining lease.	N/A		
	f) Minimum distance of the proposed site from a Wildlife Sanctuary or a National Park	N/A		
	g) A copy of the mining plan duly approved by the State Mining Department enclosed	N/A		
	h) Phased reclamation plan of the project area	N/A		
	i) Copy of lease deed/agreement entered into with the district authorities	N/A		
	j) The details of the Safety zone area for mining as per Para 4.7 of the guidelines. An undertaking from project authority to bear the cost of fencing of safety zone area and afforestation over one and a half times of degraded forest area. The details of safety zone to be ascertained by the competent			

	<p>authority viz. Indian Bureau of Mines/ Deptt. of Geology and Mining of the state Government</p> <p>II) In case of Renewal of Mining Lease</p> <p>c) A brief profile of the lessee/ company should be submitted giving details of their existing mining leases in the State with their capacity of production, the present level of average annual production, location of these pits and the status of reclamation of forest land that are exhausted of minerals;</p> <p>d) Complete details of existing/ proposed leases in that particular forest area with their present status should be indicated on the Survey of India Topo- sheet in appropriate scale,</p> <p>e) The State Government shall forward complete proposal to the MOEF at least six months prior to the expiry of the existing lease. In case of any delay, a details report elaborate the cause of delay shall be forwarded along with the proposal.</p> <p>f) A resolution of Gram Panchayat/ Local Body of the area endorsing the proposal that the project is in the interest of the people living in and around the proposed forest land.</p>	N/A		
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V	Documents/Information Required for Proposals for Retail Outlets of Oil Companies			
32	<p><i>the following information/ documents must be given :-</i></p> <p>a) Copy of the letter of intent issued by the oil Company.</p> <p>b) Site selection certificate as per Govt. of India guidelines. The DFO should certify the distance between two retail outlets on either side of the outlet in</p>	N/A		

	<p>Question) Layout plan showing dimensions of proposed approach road for entry and exit with clear area calculations.</p> <p>d) The area calculations for the curves should invariably be given in the layout plan.</p> <p>e) NOC from NHAI/ PWD/ Urban or local body</p> <p>f) NOC from Town and Country Planning/ local body</p> <p>g) Certificate by the User Agency to the effect that no High Tension line is passing above the proposed site duly countersigned by the DFO</p> <p>h) A Certificate by the User Agency to the effect that no LP Gas godown is located near the proposed site, duly countersigned by DFO</p>	N/A		
33	Status of clearance under the Environment (Protection) Act, 1986. Wherever it is required, a copy of the same/an undertaking ( <i>along with n copy of the application</i> ) that The User Agency has applied for environment clearance.	N/A		
34	NOC of the State Pollution Control Board for establishment of the project, wherever Required.	N/A		
35	For the proposals involving diversion of Forest land where construction of buildings is proposed, the built-up area and raw materials to be used should be clearly mentioned.	N/A		
36	Detailed scheme for rehabilitation of the project affected persons, wherever Required.	N/A		
37	Detailed Catchment Area Treatment Plan, Wherever required. The CAT Plan should be prepared on the basis of actual survey of area and its classification in various categories requiring different engineering/ afforestation and other treatments in a phased manner.	N/A		
38	Detailed Reclamation Plan, wherever Required. It should be realistic, exhaustive and complete in all respects along with relevant maps in distinct colours. It should also include the details of back	N/A		

	<p>Question) Layout plan showing dimensions of proposed approach road for entry and exit with clear area calculations.</p> <p>d) The area calculations for the curves should invariably be given in the layout plan.</p> <p>e) NOC from NHAI/ PWD/ Urban or local body</p> <p>f) NOC from Town and Country Planning/ local body</p> <p>g) Certificate by the User Agency to the effect that no High Tension line is passing above the proposed site duly countersigned by the DFO</p> <p>h) A Certificate by the User Agency to the effect that no LP Gas godown is located near the proposed site, duly countersigned by DFO</p>	N/A		
33	Status of clearance under the Environment (Protection) Act, 1986. Wherever it is required, a copy of the same/an undertaking ( <i>along with a copy of the application</i> ) that The User Agency has applied for environment clearance.	N/A		
34	NOC of the State Pollution Control Board for establishment of the project, wherever Required.	N/A		
35	For the proposals involving diversion of Forest land where construction of buildings is proposed, the built-up area and raw materials to be used should be clearly mentioned.	N/A		
36	Detailed scheme for rehabilitation of the project affected persons, wherever Required.	N/A		
37	Detailed Catchment Area Treatment Plan, Wherever required. The CAT Plan should be prepared on the basis of actual survey of area and its classification in various categories requiring different engineering/ afforestation and other treatments in a phased manner.	N/A		
38	Detailed Reclamation Plan, wherever Required. It should be realistic, exhaustive and complete in all respects along with relevant maps in distinct colours. It should also include the details of back	N/A		

	fillings, afforestation and execution of Such works, wherever required.			
39	Cost benefit analysis as per the guidelines Issued under Forest (Conservation) Act, 1980 in prescribed format, wherever required.	N/A		
40	Any other information/documents Attached. Please specify	N/A		

Date.....



Place.....

Chander Shekhar (SFS)  
Divisional Forest Officer  
Forest Division Bhadarwah

Countersigned by

Conservator of Forests