

Check List**A. Documents to be uploaded by the user agency at the time of submission of online indent**

1	Register online through the portal Parvesh.nic.in	Yes
2	Fill the Form-A-Part-I (Extent of proposed area for diversion to be preferably in two digits after decimal).	Yes
3	Upload authorization letter to the person submitting application on PARIVESH portal by the competent authority of the user agency ID Card PAN Card etc not to be uploaded.	Yes
4	Upload colored Survey of India Topo sheet Map of the project site . Forest land to be diverted or any suitable map with legend authenticated by the representative of DFO (Territorial) and project authority.	Yes
5	Upload KML file of the forest land to be diverted under the project KML of Non-Forest Land (NFL) in different shade to be uploaded if necessary.	Yes
6	Upload Geo-reference map showing GPS Coordinates of the forest land proposed for diversion.	Yes
7	Upload Justification for locating the project on forest land.	Yes
8	Upload original copy of the communication addressed to the concerned Deputy Commissioner for recognition and vesting of forest rights in accordance with the provisions of the Schedule Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006 (2 of 2007) for the entire forest land indicated in the proposal.	Yes
9	Additional documents: i. Brief Project Note (Covering the map features of the proposal particularly its implications on environment / forest and mitigation measures like construction of retaining / breast walls and number of people to be benefited from the project) ii. Approval of the project by the competent authority	DPR Submitted by User Agency -Do-



B. Documents/actions required while processing the case at DFO level

1	Fill the Form-A (Part-II)	Yes
2	Joint inspection by the representative of DFO and Project Authority and authentication of (i) Inspection report (ii) Enumeration list of trees / poles on the Forest site (iii) Calculation of area (length & Width) of forest land involved Layout plan with dimensions	Yes No Yes
3	Certificate that all alternatives have been explored and the proposed forest land is the minimum land required for the project as per format (attached)	Yes
4	C.A. Proposal approved by the competent authority	Yes
5	Geo-reference map of CA site	Yes
6	Suitability certificate from the DFO regarding area proposed for CA (degraded forest land/non-forest land) suitable from management point of view, as per the format (attached)	Yes
7	Calculation sheet of NPV	Yes
8	Calculation sheet of Extraction charges	No
9	Undertaking by User Agency to pay C.A., the Net Present Value (NPV) and Additional Net Present Value (NPV) if any, of the forest land involved duly countersigned by DFO as per the format (attached)	Yes
10	All proposals involving forest land more than 5Ha (except for defence and building construction related cases) shall include a cost -benefit analysis as per the format.	No
11	Site inspection report of DFO as per the format (attached)	Yes
12	Muck disposal plan	No
13	Specific recommendation of DFO	Yes
14	Recommendation of concerned Conservator of Forests	Yes
15	Violation report ,if any	Not noticed


**Divisional Forest Officer,
Marwah**