

CHECK-LIST

Sr. No.	Name of the Documents	Provided	Page No.	Not Provided	Reasons if not provided
1	Short Narrative:-				
(i)	Whether the demand letter/application for requirement of forest land is submitted by the applicant.		6		
(ii)	Whether Part-I to V of the Form-A has been filled up and signed by the user agency with date and Whether the user agency has also given justification for locating the project of forest area.		7-16		
(iii)	Whether a detailed note (narrative) of the project has been given by the applicant.		17		
(iv)	Whether it is clarified that user agency is private/Govt. or Govt. undertaking.				Pvt.
(v)	Whether the extent of forest area along with its item wise breakup given by the concerned DFO (in the prescribed format)		18		
(vi)	Whether the extent of non-forest area involved along with its survey nos. given by concerned applicant (in the prescribed format)		19		
(vii)	Whether a copy of project approvals of the competent authority has been given by the Applicant.		20-23		
2.	Details of Forest Area. Whether the legal status of forest area is given.		18		
3	Maps and Photographs:-				
(i)	Whether map of the forest area required and adjoining areas with their land use in distinct colours on 1:50,000 scale or any suitable scale given on Survey of India toposheet and has been signed by concerned DFO. Project site has been marked on the toposheet. Original Toposheet has been uploaded.		24		
(ii)	KML file of project site has been enclosed and uploaded. (Shape of KML file to be matched with the shape of DGPS Map of Project Site)				KML file is uploaded online
(iii)	Whether the Layout Plan of the project site approved by the competent authority has been given by applicant.		25		
(iv)	Whether the Layout Plan/Map indicating directions of the road from which the ROW is required has been given and whether the		25		

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	dimension of ROW have also been given and wherever the area calculation given on the Layout Plan itself. Dimensions of ROW are in accordance with the instruction to be issued by the Govt.				
(v)	Whether Photographs along with DFO of the forest area involved has been enclosed clearly showing the forest area involved through the demarcation on the ground by putting lime.		26		
(vi)	Original DGPS map with co-ordinates of Project site has been enclosed and uploaded. (Shape of KML file to be matched with the shape of DGPS Map of Project Site)		27		
4.	Vegetation:-				
(i)	Whether the density of vegetation has been mentioned along with species wise and class wise enumeration list of trees to be felled. (a) 0 No. of trees to be felled. (b) 0 No. of Poles to be felled. (c) 0 No. of Plants to be felled.				
5.	Site Inspection Report & Violation Report:-				
(i)	Site Inspection Report of the DFO indicating legal status of the forest land, extent of forest area, date of inspection and Whether the area falls near any Wild life Sanctuary has been mentioned.		28		
(ii)	Recommendation of the CF concerned along with his observations wherever Site has been inspected by CF and Whether Extent of Penal CA for violation recommended by CF (if applicable)				
(iii)	Whether detail violation Report has been submitted giving information about:- (i) Date on which violation has taken place. (ii) Whether damage Report has been issued for violation. (iii) Whether violation has been stopped at the time of submitting the proposal. (iv) The extent of Penal C.A stipulated by DFO along with the reasons.				
6.	Compensatory Afforestation:-				
(i)	Whether Compensatory Afforestation Scheme has been submitted giving details of financial outlay and year wise schedule of the same. a) Penal C.A Scheme b) Addl. C.A Scheme for Tall Plants.		29-32		

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(ii)	Whether Site Suitability Certificate of the DFO regarding CA site has been given along with the details of the Site and mentioned that whether it is degraded forest or non-forest. a) Site Suitability Certificate of Penal C.A Scheme. b) Site Suitability Certificate of Addl. C.A for Tall Plants.	33		
(iii)	Whether DGPS Map with coordinates of the C.A Site has been submitted. a) DGPS Map with co-ordinates of Penal C.A Site. b) DGPS Map with co-ordinates of Addl. C.A for Tall Plants	34-35		
(iv)	KML File of C.A Site to be enclosed and uploaded (Shape of KML file to be matched with the shape of DGPS Map of Project Site)			KML file is uploaded online
(v)	Whether C.A Scheme has been prepared in accordance with the Govt. of India Guidelines (i.e on non-forest land or on degraded forest land whichever is applicable as per FCA Guidelines of Govt. of India.	36-37		
7.	NOC of Land owning Agencies, CLU etc.			
(i)	Whether the Certificate relating to the forest rights Act 2006 has been submitted.			
(ii)	Whether NOC of land owning agency i.e PWD/NHAI/Irrigation/Railway Department etc. has been given in case the proposal is for ROW through strip forest or of passing through Transmission line or Sewerage Department etc.	38-39		
(iii)	Whether CLU from Town and Country Planning Department or any other competent department has been given.	20-22		
(iv)	Whether NOC of State Pollution Control Board has been given.	40-42		
8.	Environmental Clearance:-			
(i)	Whether Status of Environmental Clearance has been given or whether clarification has been given if it is not applicable.	43-53		
9.	Land Records of Non-forest area:-			
(i)	Whether the latest Jamabandi Records about the ownership of the land in case of the same applicant who has applied has been submitted.	54-59		

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(ii)	Whether copy of self attested partnership deed and registration of the form has been submitted wherever applicable.				
10.	Processing Fees & Undertakings:- Whether follows submitted:				
(i)	To provide the cost of Compensatory Afforestation		60		
(ii)	To provide the cost of Addl. C.A for Tail Plants (Wherever applicable)				
(iii)	To Provide the cost of Net Present Value		61		
(iv)	To provide the cost of Addl. NPV		62		
(v)	To provide the cost of equivalent non-forest land (Wherever applicable)		63		
(vi)	To provide the cost of trees to be felled (Wherever applicable)				
(vii)	Whether the user agency has deposited the processing fees in Greening Punjab Fund & in revenue with treasury.		64-65		
11.	For Cases involving ROW to Buildings, Petrol Pumps, Marriage Palaces etc.				
(i)	Whether Built-up area of a building wherever the project is for use of forest land for construction or ROW to buildings is given.				
(ii)	Whether details of DG sets to be involved and raw material to be used in case the project is for construction of building has been given.				
(iii)	Whether LOI in the name of applicant and mentioning the same project site where the diversion of forest land has been given.				
(iv)	Undertaking regarding Toll Plaza as per Guidelines				
(v)	Undertaking regarding LPG Godown as per Guidelines				
(vi)	Undertaking regarding ROB as per Guidelines				
(vii)	Undertaking regarding High Tension Wire as per Guidelines.				
12.	For Cases of Transmission Line:-				
(i)	Whether in case of Transmission line project whether the width of ROW is as per FCA Guidelines.				
(ii)	Whether the user agency has been given the total no. of towers to be erected along with their break up in forest and non forest area.				
(iii)	Whether the total length of Transmission line has been given in forest and non-forest area.				

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13.	For Cases of Roads, Canals, Railway Line, Expansion.				
(i)	In case of Roads, Canals & Railway line project whether liner plan clearly showing in distinct colour the existing road/canals (along with RD/Km.) the width of proposed Roads (land to be extracted and remaining width of forest strip if any work be left after expansion has been submitted in the form of a Map.				
(ii)	Whether in case of Roads/Canal/Railway line projects. A clarification has been given about the status of the roads/canals/Railway line etc. before and after the stretch which is to be widened.				
14.	Other Cases.				
(i)	Whether Rehabilitation Plan/ CAT Plan, Reclamation Plan, CB Analysis if applicable provided.				
15.	Attestations:-				
(i)	Whether user agency has self attested all the documents proved by him.				
(ii)	Whether countersign and date have been put by the DFO of all the pages of the proposal.				
(iii)	Whether English Transmission attached Punjabi version documents has been given.				
16.	Certified that all the above said documents is enclosed herewith and uploaded online properly.				

Date.....
Place; Phillaur

Divisional Forest Officer,
Divisional Forests Officer
Jalandhar Forest Division,
Phjalandhar.
Office Seal _____