

**Personal attention**

By E-mail

Ref. No. TS4/14436/2023

Office of the Principal Chief Conservator  
of Forests (Head of Forest Force),  
Forest Head Quarters Building, Gundy-  
Velachery Main Road, Guindy, Chennai -32.

Dated: 30.08.2023.

Sub: Forest Conservation Act, 1980 – Proposal forwarded by the District  
Forest Officers in Parivesh portal – Common shortcomings noticed –  
Ensure to send proposal in complete shape – Instructions – Regarding.

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It is brought to the notice of District Forest Officers that, while scrutinizing proposals at Nodal Officer level, shortcomings are noticed. Invariably, it has to be sent back to the District Forest Officers and User Agencies for rectification, which is causing delay in obtaining sanction.

The common shortcomings noticed are pointed out below and the District Forest Officers are requested to ensure that these are attended to in the proposal at their level.

- As per Forest (Conservation) Rule 2022, proposals have to be processed by the District Forest Officers concerned.
- Timeline prescribed under the Act, Rules and Guidelines should be followed. All forest clearance proposals of Government agencies and others should be given due importance to process the proposals without delay to carry out the welfare scheme projects in time by the Project Proponents
- No hard copy should be insisted from the User Agencies for processing the forest clearance proposals.
- As per Govt of India guidelines, completion of process for settlement of Rights under Forest Rights Act should be completed before final approval. Hence Forest Rights Act certificates should not be insisted for processing forest clearance proposal in initial stage of the proposals.
- Legal status of User Agencies mentioned in the proposal has to be verified. Government Organization/ Public Sector Undertakings (PSUs) cannot be treated as “Individuals”.
- Kml file of proposed forest diversion area and area proposed for diversion has to be checked and tallied.
- Area requirement statement with length and width of each forest area involved / surveyed sketch has to be verified.
- Documents related to Non-Forest Compensatory Afforestation land, kml file has to be verified.



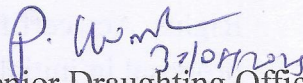
- Documents related to undertakings/ certificates have to be verified.
- Certificate from User Agency to undertake to pay Compensatory Afforestation, NPV, Lease rent, felling cost of trees, no violation of Forests (Conservation) Act, 1980. etc., must be uploaded by the User Agency which must be verified by the District Forest Officers.
- In part 2 of form A, details on forest type, density of forest area, tree enumeration list, tree status-Spontaneous or Otherwise, wildlife presence has to be uploaded.
- Compensatory Afforestation Scheme with reference to approved model estimate has to be uploaded.
- Non-specific Compensatory Afforestation scheme works not to be included in Compensatory Afforestation scheme.
- Check Dam, Percolation Pond, watch tower need not be included.
- Site inspection report must contain details of existing status of proposed forest diversion area, justification for recommending the proposal etc.,
- If area proposed for diversion is less than one hectare and does not involve felling of trees, Compensatory Afforestation Scheme must be proposed in degraded forest area subject to minimum of 100 seedlings in one hectare area.
- Wherever Wildlife mitigation plan is involved, Principal Chief Conservator of Forests & Chief Wild life Warden's approval must be obtained and uploaded.

The receipt of the letter may be acknowledged.

Sd/- V. Karunapriya,  
for Principal Chief Conservator of Forests  
(Head of Forest Force)

To  
All the District Forest Officers/Wildlife Wardens/Deputy Directors.  
Copy to all Circle level Officers for information.  
Copy to TS3/TS4 seats and FC Act Stock files.

/True copy/By Order/

  
Senior Draughting Officer