

No.Ft.48-4041/2019(FCA)  
H.P.Forest Department.

Dated Shimla-1, the **7 SEP 2021**

From: Nodal Officer-cum-APCCF(FCA) O/O Pr. CCF, H P (HoFF) To:-CF Bilaspur

**Subject:- Diversion of 2.8736 ha of forest land in favour of Deputy Commissioner Distt Bilaspur, for the construction of Mini Secretariat at Jhanduta, distt Bilaspur,HP,within the jurisdiction of Bilaspur Forest Division, Distt Bilaspur, HP.**

**Memo:-**

Kindly refer to your office letter No.D-VI-198/(M)/2461 dated 10.8.2021 on the subject cited above.

2. The proposal received has been found incomplete. The following shortcoming has been noticed in the proposal which is to be completed. Proposal folders received are returned herewith. All the requisite documents may please be placed in the proposal folder with proper numbering and index.

1. Check list is required to be signed by CCF/CF concerned.
2. In first folder although FRA certificate and proceedings have been placed but maximum proceedings are photocopies. As per GoI instruction, the FRA certificate in original alongwith all the proceedings district level, SDM Level and village level proceedings duly attested by the issuing department is required to be placed in the original folder.
3. The enumeration lists have not been signed by the DFO concerned.
4. Although layout plan of the proposed building duly signed has been placed in the hard copy of the proposal folder at P.No.15. But in online part-I, unsigned copy of layout plan has been found uploaded. As per latest requirement of GoI, the layout plan of the proposed building is also required to be uploaded in online part-I.
5. In duplicate folder photocopies of maximum documents have been placed. All the photocopies duly attested are required to be placed in the proposal folder.
6. Density of vegetation of proposed CA area is required to be specified in CA site suitability certificate.
7. No dates have been mentioned signing the part-I,II and III.

Nodal Officer Cum-Addl. Pr.CCF(FCA)

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Copy is forwarded to SDO(Civil) Jhanduta, Distt. Bilaspur, HP for information & necessary action as above.

Nodal Officer Cum-Addl. Pr.CCF(FCA)

*[Handwritten signature]*  
**7/9/2021**