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**Government of Jammu & Kashmir**  
**Office of the Pr. Chief Conservator of Forests & HoFF**  
**Jammu & Kashmir Forest Department**



**Record of the review meetings held on April 5, 6 & 7, 2022 under chairmanship of PCCF (HOFF) regarding CAMPA works executed in FY 2021-22 and implementation of approved Annual Plan of Operations (APOs) for FY 2022-23.**

Circle-wise review meetings with all DFOs of territorial and non-territorial Divisions of the J&K Forest Department and their Controlling Officers viz CFs, CCFs and APCCFs were held on April 5, 6 and 7, 2022 as per agenda items circulated vide this office communication No. PCCF/CAMPA/Meeting/1272/01-65 dated 01.04.2022.

2. Physical and financial achievements in FY 2021-22 against approved APO, and share of tendering/GeM procurement in the total expenditure were discussed in these meetings. Those works in the APO 2021-22 which could not be executed or remained incomplete by the end of March 2022 were discussed at length. Preparedness of the forest divisions for execution of APO 2022-23, particularly availability of planting material for monsoon/winter planting, was also discussed.
3. It was noted with satisfaction that planting targets were largely achieved by most of the divisions, except on those sites which were not available due to claim under Forest Rights Act or due to early onset of snow. It was heartening to note that significant progress was made by all divisions in the last year in execution of planting and nursery works, for the first time, through tendering; these works have traditionally been done departmentally. However, most of the infrastructure works in the APO could not be executed due to too much of delay (in several cases upto December) in grant of Administrative Approval (AA), Technical Sanction (TS) and floating of tenders. In several cases, tenders had to be floated more than 3 times and despite that, no bids were received. Further, in several cases, successful bidders did not execute the project, primarily due to poor understanding of nature and quantity of work.

4. Based on the discussions, the following directions were given:
- a) It must be ensured that AA/TS are issued and tender are floated in respect of all approved works by the end of April, and all tenders are finalized and works awarded by the end of May 2022. Progress in this regard shall be monitored by APCCFs/CCFs for IAs under their administrative control and reported to CAMPA secretariat.
  - b) All tenders shall have the provision of pre-bid conference wherein the details of tenders shall be explained to the prospective bidders. Also, tender documents shall be vetted by the controlling CFs to ensure that tender documents provide adequate details of works to be executed. Small works amounting to less than Rs 1.0 lakh should, as far as possible (like avenue plantation strips of Urban Forestry Divisions, be clubbed and tendered.
  - c) Several territorial divisions have inadequate planting stocks for monsoon/winter planting in the current financial year. CFs/CCFs/APCCFs must review nursery-wise availability of planting material and take action for meeting the shortfall on urgent basis. Several directions in this regard have been issued by Pr. Chief Conservator of Forests & HoFF for ensuring adequate nursery stock.
  - d) Though Panchayats are being consulted in all plantation works, their connect with the department need to be deepened further and institutionalized. Meeting the requirement of people for various forest products should be the main consideration while choosing the species for planting. Panchayats, through Biodiversity Management Committees (BMCs), should be involved in protection of all plantation closures falling within their boundary and sharing of NTFPs. The IAs should work with BMCs to get their resolution passed in this regard.
  - e) Planting of NTFP species and grass/fodder species shall be undertaken in each plantation unit. Territorial DFOs shall make requisition for planting material from MFP and Agrostology Divisions, as soon as possible, so that these divisions can prepare for supply of the material.
  - f) Details of all those tendered works in the APO 2021-22 which could not be completed or taken up or for which bills could not be cleared in FY 2021-22

shall be compiled and included in the supplementary APO 2022-23. These must be submitted through controlling officers by 30 April 2022 for further needful action in this regard.

5. Besides, following general directions were given:
- All IAs were directed to upload the progress ending March 2022 on CAMPA portal by April 12<sup>th</sup>.
  - Report of internal monitoring for FY 2021-22 need to be compiled by APCCFs/CCFs for IAs under their administrative control and be submitted to the CAMPA Secretariat by the end of April 2022.
  - Material for annual report of FY 2021-22, as per the prescribed format, need to be submitted to CAMPA Secretariat by the end of April 2022.
  - KMZ files of all works executed in FY 2021-22 need to be checked by the Photo Interpretation Division for accuracy before uploading on e-green watch portal.

(Sarvesh Rai) IFS

Addl. Pr. Chief Conservator of Forests  
Chief Executive Officer, CAMPA

No: PCCF/CAMPA/ RM/2022-23/FN-1280/165-245

Dated: 13.04.2022

**Copy for information and necessary action to the: -**

- PCCF/Director, Environment Ecology and Remote Sensing Department.
- PCCF/Director, Social Forestry Department.
- PCCF/Chief Wildlife Warden, Wildlife Protection Department
- APCCF/Director, Soil and Water Conservation Department
- APCCF/Director, J&K Forest Research Institute
- APCCF/Director, Forest Protection Force.
- Addl. Pr. Chief Conservator of Forests, Jammu.
- Addl. Pr. Chief Conservator of Forests, Kashmir.
- Addl. Pr. Chief Conservator of Forests, WPR&T.
- Chief Conservator of Forests, Nodal Officer/FCA.
- Chief Conservator of Forests, Settlement & Demarcation.
- Conservators of Forests, Chenab / West / East / South / North/ Srinagar / Agrostology / Central / Working Plan Circles.
- DFO, Photo Interpretation Division, Jammu. He is advised to ensure compliance to the directions at para 5 (d).
- All Divisional Forest Officers/Project Officers (T) of J&K Forest Department.
- Private Secretary to PCCF (HoFF) for kind information of the worthy Pr. Chief Conservator of Forests (HoFF), J&K Forest Department.