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

Sub: Check list for User Agencies.

It has been observed that user agencies, at times, are not familiar with the process and the documents required for processing of the forest land diversion proposals under the provisions of the Forest (Conservation) Act, 1980. In this regard, the user agencies are advised to refer to the Handbook of Forest (Conservation) Act, 1980 issued vide communication dated: 28th March, 2019 by Ministry of Environment, Forest and Climate Change, available on PARIVESH portal (PARIVESH →Act, Rules & Guidelines →Forest Clearance →Comprehensive guidelines

Further, in order to facilitate smooth processing of the proposals relating to infrastructure development projects, a brief check list/action points is hereby issued for quick reference by the user agencies:

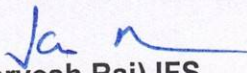
- A. Preliminary survey of the project site jointly with the staff of Forest Department
- B. Documents to be uploaded by the user agency at the time of submission of on-line indent

1	Register online through the portal "parivesh.nic.in"
2	Fill the Form-A- Part-I
3	Upload authorization letter to the person submitting application on PARIVESH portal by the competent authority of the user agency
4	Upload coloured Survey of India Toposheet 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
5	Upload KML file of the forest land to be diverted under the project
6	Upload Geo-reference map showing GPS Coordinates of the forest land proposed for diversion
7	Upload Justification for locating the project on forest land
8	Upload Copy of the communication addressed to the concerned Deputy Commissioner for recognition and vesting of forest rights in accordance with the provisions of the Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 (2 of 2007) for the entire forest land indicated in the proposal
9	Additional documents: i. Brief Project Note (covering the main features of the proposal, particularly, its implication 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

C. Message from the Nodal Officer (FCA) to user agency to submit the hard copy of documents listed at "B" to the DFO and Dy. Commissioner concerned:- User Agency has to upload the acknowledgment receipt of DFO and D.C. office in a single PDF file. (It may be noted that the proposal will remain in draft stage till acknowledgement slip from DC/DFO is uploaded on PARIVESH.)

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

1	Joint Inspection by the representative of DFO (Territorial) and Project Authority and (i) authentication of the inspection report, (ii) enumeration list of trees/poles on the forest site and (iii) calculation of area (length and width) of forest land involved
2	Muck Disposal Plan
3	Certificate that all alternatives have been explored and the proposed forest land is the minimum land required for the project.
4	To provide equivalent non-forest land in respect of projects of the UT Government involving more than 20 Ha. forest area (in association with Revenue Authority).
5	User agency to authenticate the compensatory afforestation proposal by the forest department.
6	Undertaking by the project authority to bear the cost of Compensatory Afforestation duly countersigned by the DFO (T).
7	Undertaking by User Agency to pay the Net Present Value (NPV) and Additional Net Present Value (NPV) if any, of the forest land involved duly countersigned by DFO (T).
8	All proposals involving forest land more than 5 Ha (except for defence and building construction related cases) shall include a cost-benefit analysis
9	Catchment Area Treatment (CAT) plans: A proposal for diversion of forest land for Irrigation/Hydro electric project shall invariably be accompanied by detailed CAT plan except in respect of small hydel projects (maximum upto 10 MW capacity), which are either canal head or run of the river projects and do not involve impounding of water/submergence of forest land.


(Sarvesh Rai) IFS

Additional Principal Chief Conservator of Forests,
Nodal Officer (FCA)

No. PCCF/FCA/3124/ 3181-3260 - Dated 24-11-2020

Copy to:

1. Director, Soil & Water Conservation Department J&K Jammu.
2. Director, Social Forestry Department J&K Jammu.
3. Chief Wildlife Warden J&K Jammu.
4. CCF Kashmir/Jammu
5. CFs(T) _____
6. DFOs(T)
7. User Agency _____