

Government of Jammu and Kashmir
Office of the Principal Chief Conservator of Forests, J&K, Jammu

Subject: Annual Administrative Inspection 2019-20

FOREST ORDER NO: 61 OF 2020
D A T E D: 17 /03/2020

Sanction is hereby accorded to the constitution of Committees for conducting Annual Administrative Inspection 2019-20 for different offices with following composition:

Name of Office	Constitution of Team
CCF Jammu/ CF Central/ CF Working Plan/ CF Agrostology	1) Sh. T. Rabi Kumar, IFS, CCF Central 2) Mrs Aliya Iftikar, Chief Accounts Officer 3) Mr. Maqsood Ahmad, Assitant Director, P&P. 4) Mohammad Yousuf Ganie, Head Assistant
CCF Kashmir	1) Mr. Sarvesh Rai IFS, APCCF 2) Dr. Zahoor Ahmad Raina KAS, Personnel Officer 3) Mr. Avtar Singh Bali, AAO. 4) Mohammad Ismail, Head Assistant CAMPA
For All Conservator of Forests Jammu/Kashmir	The Chief Conservator of Forests concerned shall issue orders of constitution of teams from their office and one officer/official shall be nominated from this office accordingly/separately.
For All Divisional Forest Officers Jammu/Kashmir	The Chief Conservator of Forests concerned shall issue orders of constitution of teams drawn from the Office of CCF and CF HQ as per number and location of Divisions in their jurisdiction.
For All Range Officers and below Jammu/Kashmir	The CFs concerned shall issue orders of constitution of teams drawn from their offices, DFO HQ and the adjacent Range Offices as per number and location of ranges under their jurisdiction.

The concerned officers shall keep necessary record in readiness on the said date for facilitating the inspection.

The Committees shall submit their report to the PCCF, J&K after conducting the said inspection within one month.

Sd/-

(Dr. Mohit Gera) IFS

Pr. Chief Conservator of Forests, J&K

No: PCCF/NG/911/1201-75

Dated: 17.03.2020

Copy for information and necessary action to the:

- 1) Chief Conservator of Forests, Kashmir.
- 2) Chief Conservator of Forests, Jammu.
- 3) Conservator of Forests, _____ J&K (All)
- 4) Divisional Forest Officers, _____ J&K (All)
- 5) Forest Order/Stock File.

(Dr. Zahoor Ahmad Raina) KAS
Personnel Officer

17/3/2020

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In order to ensure timely conduct of Annual Administrative Inspection of various establishments of this Directorate and subordinate offices, the following calendar/schedule is notified.

S. No.	Name of the Office	Dates
HoDs and concerned circle offices to be inspected by a team of Officers from the O/o PCCF		
1	Office of the CCF, Kashmir	26 th March
2	Office of the CCF, Jammu	23 rd March
3	Office of the Conservator of Forests, Central Circle	24 th March
4	Office of the Conservator of Forests, Working Plan	26 th March
5	Office of the Conservator of Forests, Agrostology Circle	28 th March
Territorial Forest Circles to be inspected by a team of Officers from the O/o HoDs with a representative from PCCF Office		
1	All offices of the CF, Kashmir	2 nd week of April
2	All offices of the CF, Jammu	2 nd week of April
Forest Divisions to be inspected by a team of Officers from the O/o Conservators with representative from the O/o CCF office		
1	All Offices of the Divisional Forest Officers, Kashmir	3 rd week of April
2	All Offices of the Divisional Forest Officers, Jammu	3 rd week of April
3	All Offices of the Range Officers and below	3 rd week of April

The concerned HoDs/DDOs shall keep their records and offices ready for ensuing inspection. The proforma of the inspection and the orders of constitution of Committee are enclosed and are also available on www.jkforest.gov.in.

Sd/-

(Dr. Mohit Gera) IFS

Pr. Chief Conservator of Forests, J&K

No: PCCF/NG/gms/1095-1200

Dated: 17 .03.2020

Copy for information and necessary action to the:

- 1) Chief Conservator of Forests, Kashmir.
- 2) Chief Conservator of Forests, Jammu.
- 3) Conservator of Forests, _____ J&K (All)
- 4) Divisional Forest Officers, _____ J&K (All)
- 5) Forest Order/Stock File.

(Dr. Zahoor Ahmad Raina) KAS

Personnel Officer

17/3/2020

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