



सत्यमेव जयते

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To

The Principal Chief Conservator of Forests,
(All States/UTs)

Sub: - Guidelines for Sponsoring of One-Week Refresher Training Course/Two-day Training Workshop for Indian Forest Service Officers-regarding.

Sir,

As you are aware, that the Ministry of Environment, Forests and Climate Change (MoEF&CC), Government of India have been sponsoring Compulsory one-week refresher training courses and two-days training workshop for the IFS officers on various topics/themes related to forestry, wildlife and environment management & administration and other related topics for management in government organized by premier institutions/organizations in the country.

2. The guidelines were initially issued by MoEF&CC vide letter of even number dated 25.02.2010 which were subsequently modified on 01.07.2010. Following guidelines regarding participation in the compulsory One-week courses/Two-day workshops sponsored by the Ministry of Environment, Forests and Climate Change are again brought to the notice of all concerned.

- a. The officers who have just passed out of IGNFA and are undergoing mandatory attachments in States shall not be nominated till they are promoted to Senior Time Scale.
- b. The Batches undergoing/undergone MCT programmes shall not be nominated for a minimum of one year from the year of MCT. Special thematic workshops are proposed for them say after about six months of completion of MCT for recapitulation of the lessons learnt in MCT and their practical use.
- c. The senior batches who are in the Apex Scale will be excluded from any trainings/workshops.
- d. An attempt will be made that every available officer is nominated every year in a One-week courses/Two-day workshops.
- e. The State Governments/ PCCFs/ officers are requested to intimate the Ministry immediately in case, an officer is nominated for a training course/workshop on similar topic at a station where he/she has been nominated during the last three years.
- f. The nomination of the officer will be prioritized on the following basis in that order:
 - (i) Officers not nominated in the last three years;
 - (ii) Officers recommended by the PCCF;
 - (iii) Personal choice of the officer.

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- g. The officer is either nominated in one-week training or in two-day workshop during a particular financial year.
- h. The lists are normally prepared and communicated two to two and a half months in advance to the State Governments and the Institutes. No requests for additions/ change will be entertained once the lists have been finalized and communicated.
- i. In order to ensure full participation of the nominated officers in the courses, it has been decided that if an officer nominated fails to participate in the training course, he/ she will not be nominated for the courses for the next two years unless the reasons for not participating were beyond the control of the officer.
- j. The institutions have been given instructions to forward in original the attendance sheet of the participants. The officers, who have not been serious in participating in the training course/workshop, will not be nominated for training courses/workshops for the next two years.

Yours faithfully,


(D.K. Sharma) 24/07/14

Dy. Inspector General of Forests (RT)

Note:

1. Every effort is made to follow these guidelines while nominating the IFS officers for Compulsory training/workshop. In case any discrepancy is observed, the State Govt/PCCF may kindly take corrective action under intimation to the Ministry.
2. The participants may please note that certain training institutions like Shri Mata Vaishno Devi University, Katra, Amity University, Noida serve only vegetarian meals in their campus during the program.
3. The participants are not expected to take their families alongwith them as training institutions find it difficult to provide accommodation for their families.
4. The participants having medical history should carry required medicines/articles while attending training/workshops.
5. All the programmes are residential (except where mentioned otherwise) and officers are expected to stay in Training institutions. They are requested to abide by the rules & regulations enforced in the campus by the training institutions.