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Entrance and Training Rules (Revised) 2004, For Forest Range Officers

NOTIFICATION

SECTION- I

GENERAL

The Central Government, after consultations with the States concerned,
hereby make the following rules, namely:-

1. Short Title and Commencement: These Rules may be called as **Entrance and Training Rules (Revised), 2004 for the Forest Range Officers.**

- i. Their jurisdiction extends over whole of India.
- ii. These shall come into force with effect from the academic session beginning April 2005.

2. Definitions: In these Rules unless there is anything repugnant in the subject or context: -

- i. “**Commission**” means Public Service Commission of the State/ Union Territory or Union Public Service Commission as the case may be.
- ii. “**College/School/institute**” means a Forest Range Officers Training

College/school/institute run by Government of India or a state Government.

- iii. "**Course**" means training programme of eighteen months duration leading to award of Certificate in Forestry at Forest Range Officers Training College/school/institute.
- iv. "**Director, Forest Education**" means an officer authorized by the Ministry of Environment and Forests, Government of India to exercise control over the Forest Range Officers Training Colleges/schools/institutes in India.
- v. "**Examination**" means theory or practical examination or test included under Rules 17 to 25.
- vi. "**Faculty**" means (a) Director, Forest Education and any other officer in the Directorate associated with teaching and (b) Principal, Instructor, Assistant Instructor, Scientist and Physical Training & Games Instructor of the College/school/institute.
- vii. "**Government**" means the Government of India, State Government or Government of the Union Territory or Foreign Government, as the case may be.
- viii. "**Officer Trainee**" means a candidate who conforms to these Rules and deputed by the Sponsoring Authority.
- ix. "**Principal**" means the Principal of a Forest Range Officers Training College/school/institute.
- x. "**Rules**" means Entrance and Training Rules (Revised) 2004, for Forest Range Officers.

- x. **“Sponsoring Authority”** means Government of State/Union Territory/Foreign country sponsoring a candidate.
 - xii. **"Study tour"** means tour arranged during the course by the Principal outside the headquarters and excludes the journey time.
 - xiii. "Subject"** means an individual subject mentioned under Rule 15.
3. The Principal shall be overall in-charge of general administration, which includes organizing and conducting the training courses, discipline and control over accounts etc., subject to over all supervision of Director General of Forests and Special Secretary, Government of India, Ministry of Environment and Forests.

SECTION II

ADMISSION RULES

4. Categories of Candidates:

There shall be two categories of candidates:

- (i) Candidates sponsored by the State/Union Territory.
- (ii) Candidates sponsored by a Foreign Country.

5. Allotment of seats:

The Director, Forest Education shall decide the number of ‘Officer Trainees’ for category (i) of Rule 4 to be admitted giving due regard to the requirements of sponsoring authorities. He shall communicate the number of seats allotted in the respective college to the sponsoring authority well in advance of the commencement

of the course. In case of demand of seats belonging to category (ii) of Rule-4, the Director, Forest Education shall communicate such allotment to respective sponsoring Governments under intimation to Government of India. In case, any sponsoring authority is not in a position to utilize full number of seats allotted in a particular year, it will intimate the same to the Director Forest Education well in time.

6. Selection:

- (a) Selection of a candidate shall rest with the concerned Sponsoring Authority.
- (b) The selection procedure adopted by the Sponsoring Authority must conform to the minimum standards laid down under Rule 7 to 11 for the candidate belonging to category (i) Rule 4.
- (c) Candidates belonging to category (ii) of Rule 4 must conform to requirements of Rules 8 to 10.

7. Age:

The minimum and maximum age limit shall be as prescribed in the Recruitment Rules of respective Sponsoring Authorities.

8. Educational qualification:

Candidates must possess Bachelor's degree (or equivalent) in Science or Engineering of any recognized university with at least one of the following subjects: -

- i. Agriculture
- ii. Botany
- iii. Chemistry
- iv. Computer Applications/ Computer Science

- v. Engineering (Agriculture/ Chemical/ Civil/ Computer/ Electrical/ Electronics/ Mechanical)
- vi. Environmental Sciences
- vii. Forestry
- viii. Geology
- ix. Horticulture
- x. Mathematics
- xi. Physics
- xii. Statistics
- xiii. Veterinary Science
- xiv. Zoology.

9. (a) The minimum standards for height and chest girth for candidates of category (i) of Rule 4 shall be as follows: -

	Height (cm)	Chest girth (cm)	
		Normal	Expansion
Male candidate	163	84	05
Female candidate	150	79	05

The following minimum height standards may be allowed in case of candidates belonging to Scheduled Tribes and races such as Assamese, Bhutanese, Garhwalis, Gorkhas, Kumaonis, Ladakhese, Mizo, Naga, Nepalese, Sikkimese and those from Arunachal Pradesh, Lahaul & Spiti, Meghalaya:

Male candidate **152 cm.**

Female candidate **145 cm.**

(b) Male/ Female Candidates must pass a physical test covering a distance of 25/ 16 Kms. within four hours on foot, respectively.

(c) Candidates of category (ii) of Rule 4 should conform to the standards mentioned above.

10. Health Certificate:

(a) Sponsoring Authority shall arrange for medical examination by a Medical Board for candidate of category (i) of Rule 4. Medical Board shall issue health certificate and also certify that the candidate is fit to undertake strenuous outdoor work in Forest Department.

Candidate of category (ii) of Rule 4 shall be required to produce the health certificate issued by the competent authority.

11. Competitive Examination:

Candidate of category (i) of Rule 4 shall be selected on the basis of competitive written examination and interview to be conducted by the Commission. The Commission shall prepare merit list on the basis of total of marks obtained in written examination and interview.

(a) Written examination

The written examination shall be held in the following manner:-

Compulsory Subject:

1. General Knowledge 100 marks.
2. English (essay and précis writing etc.) 100 marks.

Optional Subjects:

3. Any two subjects out of the following - 200 marks (each)
- i. Agriculture
 - ii. Botany
 - iii. Chemistry
 - iv. Computer Applications/ Computer Science
 - v. Engineering (Agriculture/ Chemical/ Civil/ Computer/ Electrical/
Electronics/ Mechanical)
 - vi. Environmental Science.
 - vii. Forestry
 - viii. Geology
 - ix. Horticulture
 - x. Mathematics
 - xi. Physics
 - xii. Statistics
 - xiii. Veterinary Science
 - xiv. Zoology

(The standard of these subjects shall be that of a Bachelor's degree)

Note: No candidate shall be allowed to take more than one subject of the group (i) Agriculture, Agricultural Engineering and Veterinary Science (ii) Chemistry and Chemical Engineering (iii) Computer Application/ Computer Science and Computer Engineering

(iv) Electrical Engineering and Electronic Engineering (v) Mathematics and Statistics.

(b) Interview:

The Commission shall conduct an interview for the candidate who qualifies in the written examination. The maximum marks for interview shall be 75.

12. Nominations:-

(a) Name of the candidate selected for admission, together with attested copies of all certificates prescribed in Rule 13 should reach the Director, Forest Education at least 45 days before commencement of the Course.

(b). Selected candidates shall be required to join the allotted College on the first day of commencement of the course. However, in exceptional circumstances, this is extendable upto 30 days by the Principal.

13. Certificates:

The following certificates, in original, must be submitted by the candidate for verification to the Principal at the time of admission:

(a) Proof of age

(b) Bachelor's Degree

(c) A certificate of physical test issued by Competent Authority

(d) Certificate of health issued by Medical Board

(e) Appointment/ Nomination letter issued by the Sponsoring Authority.

SECTION III
THE COURSE

14. Duration:

The duration of the course shall be of eighteen months. There shall be a term break of 30 days during the course. Principal may fix time of term break. The period of term break shall count towards earned leave.

15. Subjects: The subjects to be taught during the course are:

FIRST PHASE

S. No.	Subjects
1	General Botany/ Mathematics
2	Applications of Modern Tools and Technology
3	Silviculture – I
4	Silviculture – II
5	Forest Resource Assessment
6	Forest Survey
7	Forest Engineering
8	Adverse Influences on Forests
9	Forest Utilization – I

SECOND PHASE

S. No.	Subjects
1	Forest Policy and Law
2	Ecology and Environmental Sciences

- 3 Forest Utilization – II**
- 4 Forest Resources Management**
- 5 Natural Resource Management**
- 6 Forest Economics**
- 7 Biodiversity Conservation and Management**
- 8 Joint Forest Management, Rural and Tribal Development**
- 9 Human Resources Development and Management**
- 10 Forest Accounts and Office Procedures.**

16. Study tours and field exercises:

In addition to the subjects enumerated above, study tours and field exercises shall be conducted during the course as decided by the Principal. Study tours will cover the practical aspects of training. Field exercises on road alignment, engineering, working plan and ecological census techniques shall also be conducted during the course. In addition training in weapons, motor mechanics and first aid shall also be imparted.

17. Examinations:

There shall be two examinations each held during the First and Second Phase. The schedule of examination will be decided by the Principal.

Maximum marks for each subject shall be as follows: -

FIRST PHASE

S. No

Subjects

Theory

Practical

Total

1

General Botany/ Mathematics

100

0

100

2

Applications of Modern Tools and Technology

150

50

200

3

Silviculture –I

150

50

200

4

Silviculture – II

200

0

200

5

Forest Resource Assessment

150

50

200

6

Forest Survey

150

100

250

7

Forest Engineering

100

100

200

8

Adverse Influences on Forests

150

50

200

9

Forest Utilization –I

150

50

200

Total

1300

450

1750

SECOND PHASE

S. No

Subject

Theory

Practical

Total

1

Forest Policy and Law

250

0

250

2

Ecology and Environmental Sciences

200

0

200

3

Forest Utilization –II

150

0

150

4

Forest Resources Management

200

0

200

5

Natural Resource Management

150

50

200

6

Forest Economics

200

0

200

7

Biodiversity Conservation and Management

200

50

250

8

Joint Forest Management, Rural and Tribal Development

150

0

150

9

Human Resources Development and Management

150

0

150

10

Forest Account and Office Procedure

100

0

100

TOTAL

1750

100

1850

18. Any 'Officer trainee' who fails to obtain at least 50% of the total marks in a subject listed in Rule 17 shall be considered to have failed in that subject.

19. No 'Officer Trainee' whose attendance at the College falls below 80% shall be permitted to appear in the Examination. If an 'Officer Trainee' misses more than 10% of any tour he/ she shall have to repeat the missed portion unless exempted by the Principal. If an 'Officer Trainee' fails in not more than three subjects, he/she shall be required to appear in supplementary examination(s) in the paper(s) he/she has failed. The supplementary examination(s) shall be conducted by the Principal at the end of the First Phase or Second Phase, as the case may be. Marks originally obtained in such subjects shall only be counted towards merit. If he/she fails in more than three subjects or again in supplementary examination, even in one subject, he/she may be required to repeat the full academic year course.

20. Re-examination:

An 'Officer Trainee' may be allowed to appear in re-examination if he remains absent with prior permission of the Principal due to any of the following reasons:

- a. Bereavement/ serious illness of parents, brother, sister, wife, son, daughter.
- b. Hospitalization/ confinement to bed.

c. To attend court/duty in the interest of Government.

Marks obtained in such an examination shall count towards merit.

21. Study tours and field exercises assessment:

There shall be three study tours during First Phase and two study tours during Second Phase. Total number of days dedicated for tours shall be 145. Performance of the 'Officer Trainee' during study tour and field exercises shall be assessed in the First and Second Phases in the following manner:

Tour/Field Exercises	Max. Marks (each tour)	
(I) Tour examination	80	
(ii) Tour journal	50	
(iii) Quiz test	20	
(iv) Tour symposium	20	
(v) Botanical collection	30	
Total:	200	
	Total marks in five tours	1000

Assessment in respect of field exercises shall be made towards the end of First and Second Phase. Allotment of marks for field exercises shall be as under:

Field Exercise	Phase	Max Marks
i. Nursery, Plantation and Cultural operation	I	40
ii. Mensuration	I	40
iii. Marking and logging	I	20
iv. Road Alignment	I	50
v. Engineering	I	50

vi. Working Plan	II	150
vii. Ecological Census Techniques	II	50
Total		400

22. Study tours:

If an 'Officer Trainee' fails to appear in any tour examination/ quiz test/ symposium or does not submit tour journal and botanical collection he/she shall be awarded zero marks in the concerned item. In case the absence is due to the reasons mentioned in Rule 20, the 'Officer Trainee' shall be awarded average of the marks obtained in previous tour examinations.

23. Viva-Voce:

At the end of Second Phase each 'Officer Trainee' shall be required to undergo Viva before a panel of experts who shall evaluate knowledge of the trainee. There shall be a maximum of 200 marks for viva-voce.

24. Conduct marks:

Based on overall conduct, each 'Officer Trainee' shall be awarded conduct marks out of maximum of 250 marks at the end of the course. Allocation of these 250 marks will be based upon five criteria, each consisting of 50 and shall be given by every member of the faculty including the Principal to each candidate. The Principal and the faculty shall have similar weightage. The final conduct marks will be the average of the marks given by the Principal and the faculty members. The criteria shall be –

- (a) Attendance
- (b) Discipline
- (c) Interpersonal relations with peers
- (d) Interpersonal relations with faculty
- (e) Extra curricular activities

25. Abstract of marks for the course

S. No.	Item	First Phase	Second Phase	Total
1.	Written Examination	1750	1850	3600
2.	Tour Examination	600	400	1000
3.	Field Exercise	200	200	400
4.	Viva-voce	--	200	200
5.	Conduct marks	--	250	250
Total		2550	2900	5450

26. Final order of merit:

At the end of the course, a list shall be prepared showing final order of merit based on the marks obtained in examinations and on assessments as per provision in Rule 16 to 25.

27. Certificate:

Following category of Certificate shall be awarded to the successful 'Officer Trainee' at the end of the course:

1. **Honours' Certificate:** An 'Officer Trainee' who has obtained 75% and above of the total number of marks provided he has cleared all subjects in first attempt.
2. **Pass Certificate:** An 'Officer Trainee' who has obtained (i) not less than 50%, or (ii) more than 75% and above of the total number of marks, but not cleared

all subjects in first attempt.

28. The prizes may be awarded to the meritorious 'Officer Trainee' according to the guidelines framed for award of such prizes.

29. Progress Report:

Report on performance and conduct of each Officer Trainee shall be issued by the Principal during and / or at the conclusion of the course and sent to the Sponsoring Authority.

GENERAL RULES

(SECTION -IV)

30. Tuition Fee:

The amount of tuition fee, stipend, tour expenses, caution money and equipment allowance may be determined from time to time as considered necessary by the Director Forest Education in consultation with the Principals. The Sponsoring Authority shall pay such amount at the time of admission of the candidate.

31. Salary:

The Sponsoring Authority shall transfer the amount equivalent to the salary of 'Officer Trainee' to the Principal on time.

32. Orders and directions of the Principal:

In order to smoothly conduct the training courses, to control and manage the day-to-day business, and to deal with any matter concerning training, and the conduct of trainees, the Principal may, in addition to and in keeping with the provisions of these

Rules, issue Standing Orders and directions in any suitable form. Such orders and directions which may be on subjects like hostel accommodation, dress, equipment, use of spectacles, breakage, mess regulations, physical training and games, sports and extra curricular activities, regulations of visitors in the hostel, keeping of animals and motor vehicles, illegal possession of arms, and any other issues considered relevant by the Principal, shall be binding on all the 'Officer Trainees' attending the course.

33. Absence:

(i) **From Training:** No 'Officer Trainee' shall leave the headquarters without prior permission of the Principal nor shall any 'Officer Trainee', while in camp, leave the camp headquarters without written order of the Officer-in-Charge who shall intimate such absence to the Principal, if it exceeds 2 days.

(ii) **From the hostel:** No 'Officer Trainee' shall be allowed to be absent from the hostel after 10 p.m. without permission of the Principal or his nominee designated as House Tutor.

34 – Discipline and Control:

(a) Without prejudice to any of the conduct rules and other rules that the concerned sponsoring authorities may have stipulated for compliance by the 'officers trainees', violation or non-compliance by an 'Officer Trainee' of any of the provisions of these rules/orders and directions issued under Rule 32 would invite disciplinary action by the Principal, which may include warning, deduction of conduct marks and imposition of fines. Decisions of the Principal in such cases shall be final and binding upon the 'Officer Trainee' concerned.

(b) In cases where violation or non-compliance of the Rules or any of the orders issued under Rule 32 is of serious nature, and the Principal considers that the provisions of the disciplinary action he is authorized to take under sub-rule (a) are inadequate and inappropriate, he may refer the matter to Director, Forest Education, under intimation to the concerned sponsoring authority, recommending reversion of the 'Officer Trainee' to his/her sponsoring authority.

(c) Director, Forest Education, after due consideration of the report made by Principal, may order reversion of the 'Officer Trainee' concerned to his/her sponsoring authority. An order of reversion under this sub-rule by the Director, Forest Education may be appealed against within the time specified in the order, and the appeal shall lie with the Director General of Forests and Special Secretary, Ministry of Environment and Forests, Government of India, whose decision on such appeal shall be final.

35. Leave:

The 'Officer Trainee' may be governed by Leave Rules as applicable to the college

36. Removal from the college:

The Principal may order removal of an 'Officer Trainee' from the College for gross breach of discipline, chronic indebtedness or moral turpitude.

37. Any dispute arising in contravention to any of the provisions laid down in part or whole of these Rules shall be subject to the sole arbitration of Director General of Forests and Special Secretary, Ministry of Environment and Forests, Government of

India, whose decision shall be final and binding on the parties concerned.

38. Any dispute arising in contravention to any of the provisions laid down in part or whole of these Rules shall be subject to decision of the Court of Law having jurisdiction over the college.

(A K. Goyal)
Deputy Inspector General of Forests (RT)

F. NO. 3-17/99-RT (II)
21st June 2004
