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भारत सरकार
पर्यावरण एवं वन मंत्रालय
GOVERNMENT OF INDIA
MINISTRY OF ENVIRONMENT & FORESTS
पर्यावरण भवन, सी.जी.ओ. कॉम्प्लेक्स
PARYAVARAN BHAVAN, C.G.O. COMPLEX
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October 25 1999

No.F.3504/D/1/99-IFS.1

To

The Chief Secretaries
of all State Governments/UTs.

The Forest Secretaries,
of all the State Govts/UTs.

Subject: Indian Forest Service - Consolidated instructions
regarding cadre clearance for foreign visits of IFS
Officers - guidelines issued by the Central
Government - reiteration of.

Sir,

The Ministry of Environment & Forests, as a cadre
controlling authority for the Indian Forest Service Officers,
have, in order to ensure speedy disposal of proposals
concerning grant of cadre clearance to Indian Forest Service
officers serving in the States, at the Centre and in other
organisations, issued detailed guidelines in the past
prescribing procedures to be followed by all concerned while
referring proposals to this Ministry for cadre clearance. A
consolidated instruction on the subject is again being given for
information and necessary action.

In future, for obtaining cadre clearance the
following steps have to be borne in mind :

1. Cadre clearance shall be obtained in respect of
all IFS Officers when they are being considered for visits
abroad to attend seminar/meeting/conference/training and study
tour etc. In spite of clear cut guidelines, instances have come
to the notice of this Ministry that some of the State
Governments, have nominated IFS officers for deputation in
India (outside the parent cadre) to bodies (owned by
Government or private organisations), which is in violation of
the statutory provisions contained in IFS Cadre Rules, 1966, or
foreign deputation without seeking cadre clearance of this
Ministry.

2. It has also been observed that the Ministry continues to receive the proposals for cadre clearance either at the eleventh hour of the event or without detailed information required in the prescribed proforma, thereby causing wastage of time and effort.

3. In the pretext of Project related slots, many IFS Officers are visiting abroad without taking cadre clearance permission from this Ministry, which is violation of the Rules as per provisions of the IFS Cadre Rules, 1966.

"Project related visits are those where officers are in charge of certain projects and, are required to travel abroad frequently in connection with the execution of different components of the projects such as negotiating or signing agreements and project related training. However, this would not include deputation of officers, not serving in the project for training abroad, out of funds, earmarked for training/human resource development, in a project."

4. In this connection attention is invited to guidelines listed at Para 3 (i) to (iii) of MOEF No. 35021/18/92-IFS-I dated 12th December 1994, which are given below for information :

(i) Proposals seeking "Cadre clearance" for IFS Officers for deputation abroad should be forwarded to this Ministry at least two months (Eight weeks) before the actual date of deputation of the concerned officer. Proposals received in this Ministry after the prescribed time limit will be returned to the concerned authorities and 'Cadre clearance' will be refused unless there are convincing reasons for not doing so.

(ii) The State Government / Organisations should furnish the requisite proforma information along with the proposals, in Annexure - I, appended to this letter.

(iii) If an officer proposes to seek or avail himself of financial assistance by way of international travel costs, per diem, local hospitality etc., from foreign agencies/ Governments, not being United Nations or any of its specialised agencies, etc. (Please see Annexure VI appended to this communication attracting provisions of Section 9 read with Sections 10(a) and 11 (1) of the Foreign Contribution (Regulations) Act, 1976 (FCRA, 1976), the proposals should also contain an application from the officer concerned in the prescribed form (Enclosure V) for seeking permission of the Central Government (Ministry of Home Affairs) for acceptance

of foreign hospitality. (Please see Rule 9 of FCRA at Annexure VI to this communication).

Yours faithfully,


(R.B.S. Rawat)
Director (IFS)

Copy to

1. All Divisions in the Ministry of Environment and Forests, including National Afforestation Eco-Development Board.
2. All Indian Forest Officers on Central Deputation in Ministry of Environment and Forests / and other sister Departments.
3. The Director General, Indian Council of Forestry Research and Education, P.O. New Forest, Dehra Dun.
4. The Director, Wildlife Institute of India, Dehra Dun.
5. The Director, Indian Institute of Forest Management, Bhopal.
6. IC Division, NAEB/RT Section.
7. I.P.R.I.T.I
8. M.D. A & N Island Forest Dev. Corp.
9. Director FSI / DFE / IGFA.


(R.B.S. Rawat)
Director (IFS)