

# National Training Policy

## Preamble

Governments have a very significant role to play in the development process and promotion of appropriate conditions which would lend dynamism to the national efforts of social and economic development of its people. In a developing country like India, the Central Government and the State/UT Governments need to ensure that the administrative machinery is sensitive to the dynamics of policy for the development of the available human resource. The human resource should be able to effectively meet the challenges of development – social, economic and political. Training is one of the most effective and tested tools for performance enhancement, as well as upgradation of knowledge and skills of the personnel. Organizational motivation and morale, as reflected in the attitudes and administrative culture, are rendered relevant and sharply focused through effective training programmes. Sensitivity to emerging political and social concerns, lateral thinking and re-orientation of administrative systems would require specifically focused training programmes to enable their diffusion throughout the administrative structure.

## Training Objectives

- 2 Training in government shall strive to achieve the following objectives:
  - a Expanding mental horizons and achieving professional excellence;
  - b Modifying perceptions in relation to multi-dimensional linkages in policy formulation;
  - c Promoting attitudinal reorientation in line with a changing organizational ambience so as to foster respect for citizen's rights and recognition of community as the focal point of all public effort;
  - d Promoting dynamism and innovation tempered with pragmatism;
  - e Equipping them intellectually and professionally for carrying out policy analysis, collecting and processing material for policy

making and alternative policy choices, undertaking strategic planning;

- f) Keeping the personnel up-to-date on the activities they are concerned with, enhancing professional knowledge and skills needed for better performance of individuals and organizations; and
- g) Promoting better understanding of professional requirements as well as sensitization to social, economic and political environment in which the activities are to be undertaken.

### **Training Concerns**

- 3 Social and political ambience is subject to constant change. The government machinery would have to be continuously attuned to the changing needs. Training programmes for the civil services would, therefore, focus on –
    - (a) Responsiveness: to the challenging democratic needs and expectations of the citizens and organizational and technological developments.
    - (b) Commitment: to democratic values and concept of partnership and participative decision making.
    - (c) Awareness: of technological, economic and social developments
    - (d) Infusion of scientific temper.
    - (e) Accountability: to ensure high performance in every professional field and cost effective methods of delivery.
- (Can be accessed at <http://persmin.nic.in/training/index.html>)

# Mandate of the Ministry of Environment and Forests

The subject matters of '*forests and protection of wild animals and birds*' being in the 'Concurrent List' of the Constitution of India, the MoEF, GOI has the mandate to formulate National Forest Policy (NFP), policies on various other areas of forests and wildlife under the overall ambit of NFP, enactment of central laws and rules; and issue guidelines to the States/UTs concerning conservation and efficient management of forest and wildlife resources. Among other broad activities of the Ministry, the MoEF gives high importance to capacity building programmes for various levels of forestry personnel. The activities include organizing induction and in-service training courses for the officers of the IFS, formulation of the "Entrance and Training Rules" for the SFS and FROs and organizing professional induction training courses for these officers. The MoEF also boosts the efforts of the States/UTs in upgrading knowledge and skills of the IFS officers, SFS officers and FROs for keeping them abreast with latest developments in the sector at the national and global levels through sponsoring of short-term refresher courses, training workshops and seminars. For the last three years, the MoEF has also been organizing a few training programmes for the front line staff of the SFDs in the State Forest Training Schools (SFTSs) and institutions under the administrative control of the Directorate of Forest Education (DFE). The list of the training institutions under the MoEF is given at *Annexure-I*.

The information on the various training programmes is being updated regularly on the website of the MoEF which can be accessed at <http://ifs.nic.in/rt>

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# **In-service Capacity Building Programmes for IFS officers**

## **(a) Central sector scheme of "Training of IFS officers"**

Under this the MoEF sponsors short-term refresher courses of one to three-week duration and training workshops of two-day duration for the IFS officers in the premier training institutions/organizations in the country for updating their knowledge and skills according to changing needs of the forestry sector.

### **Short-term Refresher Courses**

The institutes organize specialized tailor-made courses on various topics/themes as decided by the MoEF. The courses cover a wide range of topics relating to management and administration of forests, wildlife, environment and general administration in the government. The topics include human resource development, financial management including micro-financing, environmental impact assessment & auditing, joint forest management, gender issues in forestry, intellectual property rights issues in forestry, policy and legal issues, good governance, managing of non-timber forest products for addressing livelihood concerns of local communities, effective leadership and conflict resolution, impact of global warming and climate change on forests and biodiversity, geographical information system for forestry planning and management, captive management of wild animals, eco-tourism assessment and development, economics of conservation areas, enhancing the effectiveness for implementation of government policies and programmes, wildlife management - issues, concerns and practices, eco-tourism - strategies for success, learning lessons from externally aided projects, conservation and development of medicinal plants, natural resources accounting, bamboo resource development for livelihood generation for tribal and rural communities, role of forestry in conservation, development and management of water resources, role of agro-forestry in increasing tree cover etc. The institutes are selected based on the feed-back received from the participants, and the course directors' reports for the courses sponsored previously. The courses are evaluated

based on parameters which include quality of course contents, resource persons, infrastructure available, boarding and lodging facilities and overall conduct of the course etc. The institutions falling below a certain standard in the feedback assessment are not awarded courses in the coming years. Other institutions are requested to make improvements in conducting the courses in future. Similarly based on feedback received from the officers, new topics are added and new institutions are also given opportunity to organize courses sponsored by the MoEF.

In the financial year, 2006-07, the MoEF sponsored 45 one-week courses in 37 institutions on 36 topics/themes. During the year 2007-08, it is proposed to sponsor 45 courses on 34 topics/themes in 38 institutions. The nominations are finalized by the MoEF based on the choice of the courses indicated by the officers through PCCFs/internet/e-mail/letters. The officers who are not able to communicate their choices are nominated for the various courses based on the information available with the MoEF about their present job requirements and fields of interest etc. The list of nominations are forwarded to the Secretaries (Forests) and PCCFs of States/UTs, requesting them to relieve the officers in time. Now the letters forwarding nominations of officers can also be downloaded from the website of Research and Training (RT) Division. The list of premier training institutions organizing courses for the IFS officers is given at *Annexure-II*. The postal addresses of the PCCFs is given at *Annexure III*. The course contents for the refresher courses being sponsored during 2007-08 are given at *Annexure-IV*.

The expenses towards course fee; and boarding and lodging of the officers are borne by the MoEF. Expenses to the training institutions are reimbursed as per the rates decided by the DoPT and revised from time to time for such courses. The copies of the orders applicable from July 2005 onwards are given at *Annexure-V*, During January 2004, the MoEF formulated and communicated certain guidelines to the State Governments for participation of IFS officers in the short-term refresher courses being sponsored by the MoEF. These guidelines have been made applicable from the year 2004-05 onwards. The calendar of one-week courses to be sponsored during 2007-08 is given at *Annexure-VI*.

## Training Workshops

In addition to sponsoring short-term refresher courses, the MoEF has been sponsoring two-day training workshops on emerging topics in the field of forests, wildlife and environment conservation having regional, national and international importance. The objectives of sponsoring the training workshops are:-

- ❖ To upgrade knowledge and skills of the officers and provide maximum possible inputs on the topic/themes including emerging trends at national and global levels
- ❖ Elicit suggestions through brainstorming sessions and sharing of experiences which could be useful in policy formulation by the government as well as in making improvements in the management of forest and wildlife resources of the country and implementation of various programmes/activities by the State Forest Departments (SFDs).

The training workshops/seminars are sponsored in the premier institutions/organizations depending on their expertise and strengths in a particular field/discipline. The broad themes for training workshops include knowledge management in forestry sector, role of forests in water supply and conservation, bio-prospecting, interventions required for scientific management of NIFPs and livelihood concerns of local communities, changing needs of forestry administration and management, field applicability of forestry and wildlife research outputs, medicinal plants-role of SFDs in conservation, cultivation, harvesting, marketing and benefit sharing by communities etc. The MoEF sponsored 14 training workshops in the year 2005-06 and 16 in 2006-07. The list of topics on which workshops were sponsored during 2005-06 & 2006-07 are given at *Annexure VII*. The major recommendations of the training workshops are available on the website of the division. During 2007-08, it is proposed to sponsor about ten training workshops. The calendar of training workshops along with topics to be sponsored during 2007-08 is given at *Annexure-VIII*. The list of addresses of regional offices of the MoEF is given at annexure IX.

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## (i) Guidelines for Nomination of IFS officers for Short-term Refresher Training Courses

1. The officers undergoing Advanced Forest Management courses at the IGFA (in 10<sup>th</sup>, 17<sup>th</sup> and 21<sup>st</sup> years of Service) shall not be nominated for one-week refresher courses during the year.
2. 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 finalised and communicated.
3. 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 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.
4. Since the old database on the courses sponsored so far is yet to be updated completely, there could be chances of some mistakes being crept in while finalising nominations. The State Governments/ PCCFs/ officers are requested to intimate the ministry immediately in case an officer has been nominated again for the same course/ same institute.
5. The officers who have attained 58 years of age will not be nominated for the courses.
6. 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 course, will not be nominated for training course(s) for the next two years.

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## **(ii) Guidelines for the Institutions/ Organizations conducting Short-term Refresher Courses**

*(Organizers of the training courses are required to follow the guidelines carefully)*

1. Immediately on receipt of list of nominations from the MoEF, the institute should request the PCCFs of the States concerned to forward the latest addresses of the nominated officers.
2. The officers nominated may kindly be intimated well in advance directly or through the PCCF concerned about the venue of the course, how to reach the place (with detailed location map of the institute), transport facilities to be provided by the institute, arrangements for their accommodation and the detailed schedule for full period of the course. As far as possible, transport facilities should be provided from the airport/railway station so that the officers may not face difficulties in reaching the place of accommodation arranged for them. The institutes may contact the nominated officers through e-mail Ids which have been mentioned in the list of nominations.
3. The institute would forward a copy of the outline of course contents well in advance to the participants and may request them to come prepared for sharing their experiences through making presentations/interaction.
4. The institute would make necessary improvements in overall conduct of the course including residential accommodation and recreational facilities based on the feedback received from the participants, wherever applicable.
5. The boarding and lodging facilities to be provided to the participants should be adequate to the tune of the expenses to be reimbursed by the MoEF as already indicated in the offer letter.
6. Make necessary improvements in computer and library facilities. As part of the course, the institute should carefully choose the tele-films and video-films for the participants.
7. The field visits have to be quite relevant to the topic of the training.

8. There has to be right mix of internal and external resource persons.
9. Only the eminent and well-experienced persons may be invited as resource persons.
10. More thrust should be given on analysis of the case studies, and discussions by the participants than on the lectures.
11. The training materials for circulation among the participants should be standardized and of high quality (in bound form).
12. Active participation by the officers in the training course has to be ensured through encouraging them in clearing their doubts/making observations/comments.
13. While designing the programme the institute may also consult concerned officers in the forest department of the State where the institute is situated.
14. The training should have judicious mix of lectures, exercises, case studies and field visits.
15. The institute shall maintain an attendance sheet of the participants to be signed daily in the forenoons and afternoons. The attendance sheet will be forwarded to the MoEF along with other documents.
16. The feedback forms should be distributed to the participants on the first day itself. Collection of feedback forms is must. The name(s) of the officer(s), who do(es) not return his/her feedback form, may be reported to the MoEF.
17. The feedback received from the participants should be forwarded to the MoEF in original. The feedback format can be downloaded from the website of RT Division (<http://www.ifs.nic.in/rt/>). The feedback documents should be forwarded in bound form and not in loose sheets.
18. The institute will accept only those officers who have been nominated by the GOI and figure in the list sent by the MoEF.
19. The GOI will reimburse the boarding and lodging expenses of the *nominated participants only* for the duration of the course plus one (only) more day, if the participants happen to arrive at the venue of the course on the previous day and depart on the next day after completion of the course.
20. While forwarding the list of the participants, please **also mention officer's code** along with cadre and year of allotment. Kindly also

obtain their e-mail addresses and forward along with the above documents.

21. Institute would forward the
  - (a) List of the officers participating in the course through e-mail/fax on the first & last day of the course
  - (b) Course Director's report, feedback from participants in original and training material (a hard copy and soft copy) along with bills within 15 days of the completion of the course
  - (c) The pre-receipted bills (in quadruplicate) of boarding and lodging for reimbursement detailing the number of residential and non-residential participants. MoEF will not reimburse any boarding charges for the non-residential participants. Revenue stamp should be affixed on the pre-receipted bills.
22. Panel discussions on the topic "*Improvement in the Working of Forest Departments- Need for Career Development through Training and Improvement of Skills*" may also be organized during the course (Preferably on the second to fourth day). The idea for such panel discussions is to have suggestions for upgradation of skills of foresters, adoption of modern techniques and their applications in forestry activities; and advancement of individual careers with the ultimate aim of improving the working of the SFDs for efficient service delivery to the people.
23. Besides covering the relevant topics, it is requested that presentations/ discussions on experience sharing by the officers and the evaluation of the training programme, its strengths and weaknesses, should also be held.
24. A copy of the correspondence made with the FCCFs/participants should be scanned and immediately forwarded to the MoEF so that the same could be put on its website for easy access by them.
25. Kindly try to correspond, as far as possible, through e-mail (except for financial matters)

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## **(b) Programmes being organized for IFS officers at IGNFA, Dehradun**

### **(i) Senior Foresters Workshops**

Increasing realization of the fact that forests not only provide multiple benefits to mankind but also help in conserving the environment has created global concern for their protection and sustainable management. Large-scale changes are constantly taking place in the management practices of the forest and wildlife resources. The senior forest officers have responsibilities to play multifarious roles to deal with a variety of externalities besides coping up with the various types of emerging demands from the sector. Keeping this in view, the MoEF decided to organize two separate 'Senior Foresters Workshops' for the IFS officers who have completed 25 years and 30 years of Service every year at IGNFA, Dehradun.

**The main objectives of organizing the workshops are:**

- (a) *For the officers who have completed 30 years of Service (and generally serving at the level of Additional FCFs/PCFs in the States)*
- ❖ To share and learn from the experiences of colleagues in managing the SFDs including innovative solutions to some of the problems, which the officers might be facing in other States
  - ❖ To deliberate upon important policy/contemporary issues which have implications on the developments in the forestry sector
  - ❖ To interact with the IFS officer-trainees undergoing training in the Academy and to share their vision of the SFDs
  - ❖ Importance/need of cross-sectoral linkages/inter-sectoral linkages for holistic development of the forestry sector
- (b) *For the officers who have completed 25 years of Service (generally serving as CCFs in the States)*
- ❖ To discuss the changing scenario in the forestry sector and to keep pace with it

- ❖ Issues related to cross-sectoral inter-sectoral linkages to introduce synergy for improving the quality of ecological security as well as goods and services to the society
- ❖ To provide an opportunity to the IFS officer-trainees to interact with senior officers of the SFDs apprising themselves of the challenges being addressed in different States and be guided by their vision of the forestry sector
- ❖ To discuss duties and job responsibilities at various levels and how to make them work more effectively and efficiently.

Schedule for Senior Foresters Workshops (SFW) during 2007- 08

S.No.	Name of the workshop	Batch	Duration	Dates
1	SFW (30 years)	1977	3 days	May 23-25, 2007
2	SFW (25 years)	1982	3 days	November 14-16 2007

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## (ii) Promotion-Linked Advanced Forest Management Courses

Started during 2000-01 under an externally aided project funded by the DFID, UK and implemented by the IGNFA (till March 2004), the MoEF is continuing to organize the promotion-linked advanced forest management courses for the IFS officers in their 10<sup>th</sup>, 17<sup>th</sup> and 21<sup>st</sup> years of Service at IGNFA, Dehradun.

Till January 2007, 71 courses have been organised in which 1919 IFS officers of various batches (officers of some batches have undergone courses at two levels) participated. Based on the feedback of the courses and changing scenario of forestry at national and global levels, the IGNFA has been continuously making improvements in the contents and conduct of these courses. The MoEF observed that participation in the courses has not been to the desired levels. In order to ensure full participation in the courses, the MoEF issued guidelines to the State/UT Governments and the IFS officers.

**Guidelines for participation in the AFM courses** (issued vide No. 2-8/2003-RT dated 08<sup>th</sup> March 2004)

- 1 The participation in promotion - linked 'Advanced Forest Management' training courses for the IFS officers in 10<sup>th</sup>, 17<sup>th</sup> and 21<sup>st</sup> years of Service is compulsory.
- 2 The officers who do not participate in the courses on their own -
  - (a) would not be considered for central deputation for a period of five years
  - (b) would not be given cadre clearance/considered for long as well as short-term courses/workshops/seminars abroad for a period of five years.
- 3 In cases where the officers could not participate because of reasons beyond their control, the State Government would certify the same and would recommend their nominations for participation in the special courses to be conducted every three years. Detailed plan for such courses will be chalked out by the IGNFA.

Government, as part of Civil Services Reforms, has decided to

introduce mid-career training programmes for all the three All India Services officers. Hence, it is proposed to slightly modify the pattern of on-going AFM courses in the case of IFS officers. Once approved, the mid-career training courses will be held when the IFS officers are in their 7-9, 16-18 and 26-28 years of Service. Further, it is proposed to make participation in these courses mandatory before the officers are considered for promotion to higher scales of pay by making necessary amendments in the IFS (Pay) Rules, 1968.

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**(iii) Promotion linked skills upgradation course**

A 10- week promotion linked skills upgradation course is being organized every year for the officers inducted into IFS from the State Forest Service. This course is compulsory for their confirmation into IFS

**Schedule of AFM courses for 2007- 08**

Course	For IFS officers		
	1986 Batch	1990 Batch	1997 Batch
First	April 16-27, 2007	May 07-18, 2007	May 28- June 15, 2007
Second	July 02-13, 2007	July 23-August 03, 2007	September 10-28, 2007
Third	August 20-31, 2007	-	-
Fourth	October 22-November 02, 2007	-	-

**Special courses**

*(for the officers who could not participate in the courses when they were nominated along with other batchmates)*

Course	For officers of 1985 Batches
One	November 19-30, 2007

**Promotion linked skills upgradation course**

(for officers inducted into IFS from SFS)

Course	For officers inducted into IFS
One	August 06- October 12, 2007

## (iv) Sponsoring of Long-term Courses

The MoEF, being the cadre controlling authority for the IFS, has been organizing initial professional training for the IFS officers at the IGFA, Dehradun. Apart from this, MoEF has been boosting the efforts of the State Governments in organizing /sponsoring short-term training programmes by sponsoring one/three-week refresher courses, AFM courses (at IGFA); and training workshops and seminars on various themes/topics. The DoPT and the Ministry of Finance also have a few schemes wherein the officers are sponsored for undergoing various training courses within India and abroad. A few other institutions under the government, autonomous bodies under the GOI and private institutions have also been organizing long-term training courses on topics concerning public policy and administration in which the officials of the government also participate.

2 Details of a few such courses are given below:

<b>S. No.</b>	<b>Name of the institution</b>	<b>Name of the course/degree</b>	<b>Duration (in months)</b>	<b>Likely month of start of course</b>
1	Indian Institute of Public Administration (IIPA), New Delhi <a href="http://persm.in.nic.in/otraining/index.html">http://persm.in.nic.in/otraining/index.html</a>	Advanced Professional Programme in Public Administration	Nine	August
2	Centre for Public Policy, Indian Institute of Management (IIM), Bangalore <a href="http://www.iimb.ernet.in">www.iimb.ernet.in</a> <a href="http://persm.in.nic.in/otraining/index.html">http://persm.in.nic.in/otraining/index.html</a>	Post-graduate Programme in Public Policy and Management	Twelve	June
3	Indian Institute of Management (IIM), Ahmedabad <a href="http://www.iimahd.ernet.in">www.iimahd.ernet.in</a>	Post-graduate Programme in Public Management and Policy	Twelve	April

4	National Defence College (NDC), New Delhi  <a href="http://www.ndc.nic.in/course.htm">http://www.ndc.nic.in/course.htm</a>	National Security and Strategic Studies	Eleven	January
5	The Energy and Resources Institute (TERI), New Delhi <a href="http://persm.in.nic.in/otraining/index.html">http://persm.in.nic.in/otraining/index.html</a> <a href="http://www.teriin.org">www.teriin.org</a>	MA in Public Policy and Sustainable Management	Twenty four	January
6	Management Development Institute (MDI), Gurgaon <a href="http://www.mdi.ac.in/executive_training/mdp.asp?id=1">http://www.mdi.ac.in/executive_training/mdp.asp?id=1</a>	National Management Programme	Twelve	September
7	Department of Personnel and Training  <b><i>Domestic Funding Scheme</i></b>  <a href="http://persm.in.nic.in/eod/foreigntraining/domestic_funding.htm">http://persm.in.nic.in/eod/foreigntraining/domestic_funding.htm</a>  Partial Funding of Foreign Study Scheme <a href="http://persm.in.nic.in/otraining/index.html">http://persm.in.nic.in/otraining/index.html</a>	There are a number of courses beginning in different months of the year. The details are available on the website.		
8	Training programmes sponsored by the Ministry of Finance <a href="http://finmin.nic.in">http://finmin.nic.in</a>			

- 3 Due to financial constraints, sometimes the State Governments are not able to sponsor IFS officers for participating in these courses. The MoEF has decided to sponsor a few IFS officers for undergoing long-term courses by reimbursing the course fee, if any, provided the salary and other allowances of the officers are borne by the parent cadre state/organisation. The admission to these courses will have to be secured by the officers themselves based on the criteria and procedures prescribed by each institute/organization including obtaining necessary approvals from the State Governments/GOI.
- 4 In case the number of applicants seeking sponsorship is more, the criteria for sponsoring of the officers by the MoEF selected by the institutes/organizations for the above mentioned courses would be as below:

- i The officer should not have undergone any long-term foreign training course (three months and above)
- i The officer should not have participated in any long-term course in India (more than six months)
- iii. The officer should not have availed study leave (with normal pay as per All India Services Rules)
- iv. In case number of applicants is more, the sponsoring of officers would be based on their assessment of the ACRs for the last 5 years
- v In a year, preference will be given to officers who are older in age.
- vi. A few slots shall be reserved for the officers on deputation to the GOI/autonomous organizations of the GOI/officers on deputation outside their cadre states

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## **E-mail Id for IFS officers provided by the MoEF**

With the help of the National Information Centre (NIC), GOI, the MoEF has assigned specific e-mail Id to all the IFS officers of the country. It has two parts i.e.

Officers Code

(A)

@ifs.nic.in

(B)

Part B is common for all IFS officers. For example, the officer code GJ/020 pertains to Shri, Mohan Lal Sharma, IFS (1973), Gujarat Cadre. Hence, his e-mail id will be gj020@ifs.nic.in

This officer has to access his mail box as below :

Go to <http://mail.ifs.nic.in>

for Login - write (for example) [gj020@ifs.nic.in](mailto:gj020@ifs.nic.in)

Password (initially same for all) - ifs2005

The officers can configure their e-mail ids in outlook express and change the password

*(All the IFS officers are requested to use the e-mail id provided by the MoEF for easy access to all information sent by the MoEF and bulk e-mail by other IFS officers regularly.)*

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# In-service Courses for SFS officers, FROs and Front Line Staff

*(Organised by the Directorate of Forest Education, Dehradun)*

The Directorate of Forest Education, Dehradun organizes professional induction courses for the SFS officers and FROs in accordance with the **"Entrance and Training Rules"** notified by the GoI from time to time.

- 2     Apart from this, the Directorate also organizes short-term general refresher and theme-based courses for the SFS officers and FROs. During 2006-07, the DFE organized 10 short-term refresher courses and 5 training workshops for the SFS officers and FROs. The details of induction, refresher and theme-based courses proposed to be organised during 2007-08 are given below. Complete details and schedule of the courses can be obtained from the DFE or principals of the respective colleges.
  
- 3     Further to strengthen the efforts of the State/UT Governments in capacity building of the front line staff, the most important grass-root level in the forestry hierarchy, the MoEF in consultation with the States/UTs, has been organizing a few refresher courses for them for the last three years. All expenses for organising these courses are incurred by the MoEF. There has been very good response from the SFDs. During 2006-2007, 125 courses were organized for the front line staff in which about 4000 personnel participated. This programme will be continued during 2007-08 also wherein it is proposed to organize about 125 courses, both general as well as theme-based courses.

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**Short-term Refresher Courses and Training Workshops to be organized by the DFE during 2007- 08**

S. No.	Name of the Course	Course Details	No. of Courses
1.	Two years Diploma course in Forestry for SFS Officers	New SFS batch 2007-09	01
2.	18 months Certificate course for Range Forest Officers	New FRO batch 2007-08 2 <sup>nd</sup> Phase of FRO batch 2006-07	03 04
3.	Training Workshops for ACF/SFS Officers (One-week)	Bio-diversity, Training of Trainers, Climate Change, Policy Legal Issue, JFM & Sustainable Rural Development, Tropical Forest Management, Project Formulation & Evaluation and Environment Impact Assesment etc.	16
4.	Courses for Forest Range Officers (One-week)	Bio-diversity Conservation, Climate Change and JFM & Sustainable Rural Development	06
	(Two-weeks)	Computer Applications in Forestry	03
5.	General Refresher Courses for Forest Range Officers (15 days)	Seed Technology, Modern Nursery Techniques, Bio-diversity Conservation, Fire Management and Recent Trends in Forestry	04
6.	Refresher courses for FROs	Two-week courses on Wildlife Management	08
7.	Refresher courses for frontline staff	Two-week refresher courses for DyROs, Forester/Forest Guards at State Forest Training Schools of the respective States	120
<b>Total</b>			165

**Short term Refresher Courses to be organized by FSI, Dehradun during 2007-08**

S. No.	Name of the Course	Level of Participants	Confirmed Dates
1	GPS in Forest Surveys & Demarcation	ACF/RFO	June 11-15, 2007
2	Application of Remote Sensing and GIS in Working Plan Preparation	DCF/ACF	July 09-20, 2007
3	GPS in Forest Surveys & Demarcation	ACF/RFO	August 06-10, 2007
4	Application of Remote Sensing and GIS in Working Plan Preparation	DCF/ACF	September 10-21, 2007
5	GPS in Forest Surveys & Demarcation	CF/DCF	October 08-12, 2007
6	Application of Remote Sensing and GIS in Working Plan Preparation	CF/DCF	November 05-16, 2007
7	Inventory Techniques, Image Processing and GIS Application in Forestry	RFO	December 10-21, 2007
8	Advanced Course on Application of GIS in Forest Resource Management	DCF/ACF	January 07-18, 2008
9	GPS in Forest Surveys & Demarcation	CF/DCF	February 04-08, 2008
10	GPS in Forest Surveys & Demarcation	ACF/RFO	February 18-22, 2008

# Capacity Building in Forestry Sector

(New proposed Composite Scheme for the Eleventh Five year Plan)

The role of forests in ensuring environmental security of the country, providing goods and services to the society, in poverty alleviation, and carbon sequestration has assumed much greater importance than ever before. A number of other important eco-systems lying outside the traditional boundaries of the forests also require direct or indirect interventions of foresters in association with the other stakeholders. The foresters are required to play multifarious roles to deal with a variety of externalities besides coping up with traditional forestry management practices and emerging sustainable forestry demands. It is, therefore, very essential to develop expertise in the field of forestry and wildlife management as well as create awareness among the personnel of other services and all other stakeholders who directly or indirectly influence the development and management of forests and wildlife eco-systems.

- 2 Presently, the following central sector training schemes for the forestry personnel are being implemented by the MoEF:
  - (i) Indira Gandhi National Forest Academy (IGNFA)
  - (ii) State Forest Service (SFS) and Ranger Colleges
  - (iii) Training of IFS officers
- 3 To deliberate on the details of strengths and weaknesses of the existing schemes and consider addition of new components in the scheme and modalities for strengthening of forestry training division in the MoEF, a 'Task Force' was constituted by the MoEF.
- 4 The 'Task Force' in its report submitted during August 2006 decided to recommend continuance of the Central Sector Forestry Training Schemes in the Eleventh Five Year Plan in the form of a new composite scheme. The recommendations are as below:
  - A. The new composite scheme may be called as **"Capacity Building in the Forestry Sector"**.
  - B. The components of the new composite scheme should be as below:

- I Indira Gandhi National Forest Academy - *existing*
- II The Directorate of Forest Education to be renamed as 'Regional Forest Academies' - *existing*
- III In-service training
  - a) Training of IFS officers- *existing*
  - b) Training of officers/personnel of other services - *proposed*
- IV Domestic funding for foreign training of forestry personnel - *proposed*
- V Capacity building of other stakeholders - *proposed*

**I Indira Gandhi National Forest Academy:** Under this scheme, the Academy imparts training to the new entrants to the IFS, organizes in-service courses for the senior IFS officers at different levels, professional skills up-gradation courses for the promoted IFS officers and also training workshops/seminars for the officers on various contemporary issues in the forestry sector. In this scheme, initiative has already been taken to develop a 'Knowledge Management System' for the forestry sector and networking with various SFDs for dissemination of best practices and innovations among all the forestry personnel.

**I Regional Forest Academies (RFAs)** – Presently, the Directorate imparts initial professional training to the direct recruit SFS officers and the FROs recruited by the State Governments and organizes some refresher courses for the forestry personnel at different levels for boosting the capacity building efforts of the SFDs. In the revised scheme, in addition to the existing components, it is proposed that the RFAs would also organize training courses for the promoted SFS officers, and would upgrade the training capabilities of at least one forest training institute in each region as a model institute for the front line staff.

**III In-service Training:**

**(a) Training of IFS officers** – Forestry sector, like any other

sector, requires new technologies and management tools to keep pace with the developments at the global level. With the shift towards sustainable development, and participatory mode of forest management, the forestry has been undergoing fundamental changes in recent times. To build capacity of the forestry personnel, it is proposed to continue organizing, in-service refresher courses and training workshops in the training institutions/organizations. In addition, the MoEF would also continue to sponsor a few IFS officers for long-term training courses in the institutions approved by the GOI.

**(b) Training of Officers/Personnel of Other Services** – Forestry sector has multi-sectoral linkages and for sustained development of forestry, it is necessary that the personnel of other services/departments like Agriculture, Horticulture, Soil Conservation, Animal Husbandry, Revenue, Police, Tribal/Rural Development, Judiciary, Public Health Engineering, etc., are also sensitized about the importance of conservation of the natural resources. Under this component, it is proposed to organize awareness programmes in the form of short-term training courses, study tours & workshops for personnel of other related departments.

**IV Domestic Funding for Foreign Training of Forestry Personnel** – To build capacity of the forestry personnel at different levels to deal with contemporary issues efficiently, and to keep pace with the new technological advancements and innovations at the global level, there is a need to provide opportunities to the forest officers to participate in the short-term training courses, workshops and seminars, study tours and international events related to forestry and environment. Presently there is no scheme for providing opportunities to forest officers for exposure at global level, it is proposed to have this new component in the capacity building scheme of the MoEF.

**V Capacity Building of Other Stakeholders** – The approach of the present-day management has extended from protected areas

and territorial forests to landscape management. Need for conservation is being felt not only within the forests but also for other natural ecosystems. This cannot be achieved by the government agencies alone without the active involvement and cooperation of the people. It is, therefore, necessary to create awareness among the political functionaries at the policymaking level (MPs and MLAs), members of other elected bodies, NGOs, educational institutions and other stakeholders about the importance of conserving forests and environment and their sustainable management. Under this component, it is proposed to organise study tours, workshops and seminars for different stakeholders.

- 5 Provision has also been kept for outsourcing the services for successful implementation of the additional components till the forestry research and training division of the MoEF, IGNEA and DFE are adequately strengthened to cope with the additional workload.
- 6 A Committee constituted by the MoEF under the Chairmanship of DG, ICFRE with heads of forestry institutions in Dehradun as member for "Strengthening Institutional Mechanisms for Capacity Building in Forestry Sector" has already initiated action in suggesting guidelines for having a common pool of resource persons, criteria for selection of forestry personnel for training programmes abroad, course contents and modalities for programmes for sensitizing the personnel of Other Services, MPs/MLAs and Other Stakeholders etc.

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## List of Forestry Training Institutions under the Ministry of Environment and Forests

- 1 Director,  
Indira Gandhi National Forest Academy,  
P O New Forest ,  
Dehradun-248 006, Uttarakhand  
(Tel: 0135-2757316, Fax: 2757314)  
E-mail: [ignfa@ignfa.up.nic.in](mailto:ignfa@ignfa.up.nic.in),  
Website:- [www.ignfa.up.nic.in](http://www.ignfa.up.nic.in)
  
- 2 Directorate of Forest Education,  
P O New Forest ,  
Dehradun 248 006, Uttarakhand  
(Tel: 0135-2757326, Fax: 2750125)  
Email:- [thedfedun@yahoo.com](mailto:thedfedun@yahoo.com)
  
- i) Principal,  
State Forest Service College,  
P. O. New Forest ,  
Dehradun 248 006, Uttarakhand  
(Tel. 0135 -2754648, Telefax. 2754575)  
Email: [sfsdbh6@vsnl.net.in](mailto:sfsdbh6@vsnl.net.in)
  
- ii) Principal,  
State Forest Service College,  
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Coimbatore - 641 002, Tamil Nadu  
(Tel. 0422 -245 0313/1605, Fax:- 2450439)  
Email: [sfsc.doe@vsnl.com](mailto:sfsc.doe@vsnl.com)
  
- iii) Principal,  
State Forest Service College,  
G.S. Road,

Burnihat 793 101, Assam  
(Telefax: 0361 -2896246, 2896265 )

iv) Principal,  
Eastern Forest Rangers College,  
P.O. St. Marys' Hills,  
Kurseong - 734 220, West Bengal  
(Telefax: 0354 -2331302)  
Email:udayan@rd4.vsnl.net.in

\*\*\*\*

## List of Premier Training Institutions Organizing Short-term Courses

Arid Forest Research Institute,  
(Director),  
P.O. Krishi Mandi, New Pali Road,  
Jodhpur-342 005, Rajasthan  
(Tel:- 2722549, Fax:-2722764)  
[E-mail: rlsrivastava@afri.res.in](mailto:rlsrivastava@afri.res.in)

Administrative Staff College of India,  
(Dean of Studies),  
Bella Vista, Raj Bhavan Road,  
Hyderabad-500 082, Andhra Pradesh  
(Tel:- 91-40-23310460/0952, Fax:- 23312954)  
E-mail: kinnera@gmail.com  
Website:- www.asci.org.in

Andhra Pradesh Forest Academy,  
(Director),  
Dulapally, Hyderabad-500 014, Andhra Pradesh  
(Tel:- 040-23097163, 23096734, Fax:- 23237889)  
[E-mail: apfa@rediffmail.com](mailto:apfa@rediffmail.com)

Centre for Eco-tourism & Sustainable Livelihoods,  
(Conservator of Forests),  
Corbett Tiger Reserve, Ramnagar - 244715, Uttarakhand  
(Tel : 05947-253977, Tel: 251012, 251376)

Centre for Training & Management of Soil, Water & Forests (CMF)  
(Chief Conservator of Forests & Director),  
Forestry Training Institute,  
Kidwai Nagar, Kanpur-208 011, Uttar Pradesh  
(Tel:- 0512-2641342, 2604259, Fax:- 2604259)  
E-mail:- ftikanpur@sify.com

Forest Research Institute,  
(Director),  
P O New Forest,  
Dehradun-248 006, Uttarakhand  
(Tel: 0135-2756396, Fax: 2762799)  
E-mail: [bishtns@icfre.org](mailto:bishtns@icfre.org)

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(Conservator of Forests),  
Jawahar Lal Nehru Marg, Bajaj Nagar Tum,  
Jaipur-302 017, Rajasthan  
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Website:- [geerfoundation.gujarat.gov.in](http://geerfoundation.gujarat.gov.in)

Haryana Forest Development Corporation,  
(Managing Director & Chief Conservator of Forests)  
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(Telefax:- 0172-2582307, Fax:- 2564463)  
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# List of Addresses of PCCFs States/UTs

Annexure III

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1	Andaman & Nicobar Islands	S.R. Mehta	Principal Chief Conservator of Forests, Department of Forests, Govt. of Andaman & Nicobar Islands, Van Sadan, Haddo, Port Blair - 744 101.	03192- 233233	03192-33260	03192-230113
2	Andhra Pradesh	S. K. Das	Principal Chief Conservator of Forests, Department of Forests, Govt. of Andhra Pradesh , Aranya Bhawan, Tuljaguda Complex, APHP Building, M.J. Market, Hyderabad - 500 001.	040 - 24745588	040-23237889 0944081001	040-24650028
3	Arunachal Pradesh	M.B. Lal	Principal Chief Conservator of Forests, Department of Forests, Govt. of Arunachal Pradesh , Zero point, Itanagar -791111	0360 - 2212310	0360-2212310- 9436050316	0360-2214020 2212243
4	Assam	S. Doley	Principal Chief Conservator of Forests, Department of Forests, Govt. of Assam, Rehabari, Guwahati - 781008	0361 - 2541319	0361 -2541319	0361 - 2547386
5	Bihar	B.A. Khan	Principal Chief Conservator of Forests, Department of Forests, Govt. of Bihar, Sachivalaya Patna 80001	0612 - 228672 202365	0612 - 202366 9835192535	0612 - 210920
6	Chandigarh	Ishwar Singh	Deputy Conservator of Forests, Department of Forests, UT Administration of Chandigarh, Mahliya Marg, Chandigarh - 160019	0172 - 2782645 2775951	0172 - 545225 9814010161	0172 - 282645
7	Chhattisgarh	R.N. Mishra	Principal Chief Conservator of Forests, Department of Forests, Govt. of Chhattisgarh, Raipur- 402001	0771 - 331121	0771 - 331322	0771 - 331110

S No.	Name of the State	Name of the PCCF/Head of SFD, S/Shri	Office Address	Phone (Office)	Phone(Res.)	FaxE-mai
1	Andaman & Nicobar Islands	S.R. Mehta	Principal Chief Conservator of Forests, Department of Forests, Govt. of Andaman & Nicobar Islands, Van Sadan, Haddo, Port Blair - 744 101.	03192- 233233	03192-33260	03192-230113
2	Andhra Pradesh	S. K. Das	Principal Chief Conservator of Forests, Department of Forests, Govt. of Andhra Pradesh, Aranya Bhawan, Tuljaguda Complex, APHP Building, M.J. Market, Hyderabad - 500 001.	040 - 24745588	040-23237889 0944081001	040-24650028
3	Arunachal Pradesh	M.B. Lal	Principal Chief Conservator of Forests, Department of Forests, Govt. of Arunachal Pradesh, Zero point, Itanagar -791111	0360 - 2212310	0360-2212310- 9436050316	0360-2214020 2212243
4	Assam	S. Doley	Principal Chief Conservator of Forests, Department of Forests, Govt. of Assam, Rehabari, Guwahati - 781008	0361 - 2541319	0361 - 2541319	0361 - 2547386
5	Bihar	B.A. Khan	Principal Chief Conservator of Forests, Department of Forests, Govt. of Bihar, Sachivalaya Patna 80001	0612 - 228672	0612 - 202366 9835192535	0612 - 210920
6	Chandigarh	Ishwar Singh	Deputy Conservator of Forests, Department of Forests, UT Administration of Chandigarh, Mahliya Marg, Chandigarh - 160019	0172 - 2782645 2775951	0172 - 545225 9814010161	0172 - 282645
7	Chhatisgarh	R.N. Mishra	Principal Chief Conservator of Forests, Department of Forests, Govt. of Chhatisgarh, Raipur- 492001	0771 - 331121	0771 - 331322	0771 - 331110
8	Dadra and Nagar Haveli	Richard D Souza	Conservator of Forests, Department of Forests, UT Administration of Dadra & Nagar Haveli, Silvassa - 396 230.	0260 - 25497425975	0260 - 242815	0260 - 240283
9	Daman & Diu	M.R.G. Reddy	Conservator of Forests, Secretariat, Fort Area, Moti Daman, UT of Daman and Diu Daman 396 210.	0260- 254700	0260- 54777	0260- 54775
10	Delhi	S.K. Aggarwal	Conservator of Forests, Government of NCT of Delhi, Vikas Sadan New Delhi - 110 007.	011 - 23378513	011-26262870	011-23378513
11	Goa	Onkar Singh	Chief Conservator of Forests, Department of Goa, Government of Goa Panaji - 403 001	0832 - 23348513	0832-2223508	0832 - 224747

S No.	Name of the State	Name of the PCC/Head of S/SHri	Office Address	Phone (Office)	Phone(Res.)	FaxE-mai
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2	Andhra Pradesh	S. K. Das	Principal Chief Conservator of Forests, Department of Forests, Govt. of Andhra Pradesh, P. V. S. Bhavan, Tuljaguda Complex, A.P.H.P. Building, M.P. Market, Hyderabad - 500 001.	040 - 24745588	040-23237889 0944081001	040-24650028
3	Arunachal Pradesh	M.B. Lal	Principal Chief Conservator of Forests, Department of Forests, Govt. of Arunachal Pradesh, Zero point, Ranagar-791111	0360 - 2212310 2212310	0360-2212310- 9436050316	0360-2214020 2212245
4	Assam	S. Doley	Principal Chief Conservator of Forests, Department of Forests, Govt. of Assam, Rehabari, Guwahati - 781008	0361 - 2541319	0361 - 2541319	0361 - 2547386
5	Bihar	B.A. Khan	Principal Chief Conservator of Forests, Department of Forests, Govt. of Bihar, Sachivalaya, Patna 80001	0612 - 2023665 228672 202365	0612 - 202366 9835192535	0612 - 210920
6	Chandigarh	Ishwar Singh	Deputy Conservator of Forests, Department of Forests, Govt. of Chandigarh, Mahila Marg, Chandigarh - 160019	0172 - 2782645 2775951	0172 - 545225 9814010161	0172 - 282645
7	Chhatisgarh	R.N. Mishra	Principal Chief Conservator of Forests, Department of Forests, Govt. of Chhatisgarh, Raipur- 402001	0771 - 331121	0771 - 331322	0771 - 331110
8	Dadra and Nagar Haveli	Richard D Souza	Conservator of Forests, Department of Forests, UT Administration of Dadra & Nagar Haveli, Silvassa - 396 230.	0260 - 254974254975	0260 - 242815	0260 - 240283
9	Daman & Diu	M.R.G. Reddy	Conservator of Forests, Secretariat, Fort Area, Moti Daman, UT of Daman and Diu Daman - 396 210.	0260- 254700	0260- 54777	0260- 54775
10	Delhi	S.K. Aggarwal	Conservator of Forests, Government of NCT of Delhi, Vikas Sadan New Delhi - 110 007.	011 - 23378513	011-26262870	011-23378513
11	Goa	Onkar Singh	Chief Conservator of Forests, Department of Goa, Government of Goa Panaji - 403 001.	0832 - 23348513	0832-2223508	0832 - 224747
12	Gujarat	M. L. Sharma	Principal Chief Conservator of Forests, Government of Gujarat, Gandhinagar, Block No-14, 1st Floor, Gandhi Nagar- 382 010.	079-23254123	079-232548-49	079-23254134
13	Haryana	J.P.L. Srivastava	Principal Chief Conservator of Forests, Department of Forests, Govt. of Haryana, C-18 Van Bhawan, Sector- 6, Panchkula-134 109.	0172 - 2563988	0172-2562599	0172-2563988
14	Himachal Pradesh	Pankaj Khullar	Principal Chief Conservator of Forests, Department of Forests, Govt. of Himachal Pradesh, Taland, Shimla - 171 002.	0177 - 2623155 2624192	0177 - 2245959 81608014	0177 - 224192
15	Jammu & Kashmir	I.A. Khan	Principal Chief Conservator of Forests, Department of Forests, Govt. of Jammu & Kashmir, Srinagar - 180 001.	0191 - 2547276, 2560585 0194 - 2455027	0194 - 452511 0191 - 554283	0191-2547276
16	Jharkhand	R.K. Zutshi	Principal Chief Conservator of Forests, Department of Forests, Govt. of Jharkhand, P.O., Hinoo, Ranchi- 834 003.	0651 - 2481909	0651 - 2481850 2480880	0651-2480413





**Course Contents for Short-term Refresher Courses  
for IFS officers to be sponsored during the year  
2007-08**

**1 Topic: Biotechnology for Forest Conservation:**

*[Institute of Wood Science & Technology, Bangalore]*

**Course Contents**

- i Overview of plant biotechnology: scope and limitations
- i Genetic variation and biotechnological tools for mapping genetic diversity within and between species for improvement, conservation and certification of clones
- iii. Biotechnology in the improvement of major forest species like teak, eucalyptus, sandal etc.
- iv Biotechnology in the improvement of bamboo species
- v Biotechnology in the improvement of NIFPs including medicinal plants
- vi. Biotechnological tools for identification of desired traits for genetic improvement for salt/drought tolerance, disease resistance
- vii. Plant tissue culture as a tool for propagation and conservation of threatened plant species
- viii. Biotechnological tools for ex-situ conservation of germplasm
- ix Wood and cellulosic biotechnology and its industrial utilization
- x Biotechnology and integrated pest management
- xi. Molecular biology in forestry research-use of molecular methods for the detection and identification of wood biodeteriorating agents
- xii. Drugs from plants
- xiii. Wood/bark extracts as adhesive and preservatives
- xiv. Environmental biotechnology: concepts, definition and criteria
- xv Phytoremediation: application with tree species

**2 Topic: Natural Resources Management and Conflict Resolution**

*[Administrative Staff College of India, Hyderabad]*

## **Course Contents**

- i Natural resources management-an overview
- ii Impact of conflict in natural resources management
- iii Analyzing conflicts and learning
- iv Methodology for conflict management
- v Strategies for managing conflict
- vi New Approaches- alternate dispute resolution
- vii. Case studies and international experience

### **3 Topic: Communication and Presentation Skills**

*[Administrative Staff College of India, Hyderabad]*

## **Course Contents**

- i Organizational communication
- ii Interpersonal communication
- iii. Nonverbal communication
- iv Negotiation skills
- v Individual and organizational barriers
- vi. Presentation skills and conferencing skills

### **4 Topic: Environmental Impact Indicators and Valuation Techniques**

*[Administrative Staff College of India, Hyderabad]*

## **Course Contents**

- i Dimensions of environmental changes- national and global perspective
- ii Indian legislation regarding environmental impact assessment and procedures for prior environmental clearance
- iii. Developmental activities-specific identification of environmental impacts, impact analysis and preparation of environmental

- management plans
- iv Perceptions of stakeholders on the EIA process and their concerns
- v Case studies on prior environmental clearance
- vi Valuation techniques – direct and indirect methods
- vii National and international case studies

**5 Topic: Applications of Remote Sensing and Geographical Information System in Forest Management**

*[Indian Institute of Remote Sensing, Dehradun]*

**Course contents**

- i Remote sensing: fundamentals and technology
- ii Geographical Information System (GIS): fundamentals and technology
- iii Special properties of vegetation
- iv Visual image interpretation for forest mapping and change detection
- v Applications of remote sensing and GIS in forest change detection and monitoring
- vi Digital image interpretation for forest cover mapping
- vii Remote sensing in forest disease detection and monitoring
- viii Remote sensing and GIS in growing stock assessment
- ix Introduction to revision and updation of forest working plans using remote sensing and GIS
- x Forest fire risk assessment modeling
- xi Wildlife habitat evaluation using geo-spatial modeling
- xii Biodiversity characterization at landscape level using remote sensing and GIS

## **6 Topic: Financial Management and Audit Sensitization**

*[National Academy of Audit and Accounts, Shimla]*

### **Course contents**

- i Budget management and fiscal responsibility
- ii Accounts as an aid to management—opportunities and limitations
- iii Externally aided projects: funding and implementation, role of financial advisor system
- iv Vetting of financial proposals, issues in purchase, contracting & inventory management
- v Effective financial management of forestry projects/schemes
- vi Project appraisal, risk analysis, and fraud awareness
- vii Executive responsibility in respect of Audit of CAG, audit of environment - emerging issues
- viii Audit of forest receipts/typical cases of financial & operational mismanagement
- ix Lessons from audit issues in forest management with special reference to wildlife
- x A panel discussion on a selected topic relating to financial management or audit

## **7 Topic: GIS: A Decision Tool for Forestry Planning and Management**

*[NLIIT GIS Limited, New Delhi]*

### **Course contents**

Introduction to GIS

- i What is GIS ?
- ii How does a GIS work ?
- iii Data representation and Models
- iv Capturing GIS data, GIS data sources, data integration

- v What's special about GIS – visualization, information retrieval, network, terrain, criteria and change analysis
- vi GIS in forestry – some applications
- vii GIS in joint forests management, GIS in forest change detection, GIS in forest resources management and utilization, GIS in site suitability for plantations and re-forestation, GIS in wild life conservation and migration, GIS in watershed treatment on forests, GIS in forest disaster management, GIS in eco-tourism development
- viii Map surfing

#### GIS in my work – I

- i Querying geographic locations
- i Thematic mapping & classifications
- iii Symbolizing vector / raster data, creating new symbols
- iv Preparing data for analysis
- v GIS in forest land and record management, management of conservation areas
- vi Hands-on exercises

#### GIS in my work – II

- i Map projections & geo-referencing, mosaicing
- i Creating and editing new layers
- iii Adding and updating attribute information, annotations and labels
- iv Integrating MIS to GIS
- v Looking at data with graphs and reports
- vi Map production, designing, factors controlling design and the final print
- vii Global Positioning Systems (GPS) – concepts, demonstration and applications in forestry sector
- viii Hands-on exercises

#### GIS Analysis

- i Proximity analysis
- i Multi layer analysis

- iii. Districting
  - iv. Change analysis
  - v. Hands-on exercises
  - vi. GIS in eco-tourism development, joint forest management and sustainable use of natural forests
- Case studies and GIS implementation

- i. Case study - forest fire analysis (Hands-on experience)
- ii. Implementation approaches, issues & success factors
- iii. Experience sharing - case studies from ESRI - India and other organizations

**8 Topic: Application of Remote Sensing and GIS in Effective Forest Planning and Management**

*[Forest Survey of India, Dehradun]*

**Course Contents**

- i. Use of modern tools in GIS
- ii. Application of remote sensing and GIS in forestry
- iii. Practical exposure on interpretation of satellite imageries
- iv. Case studies on use of GIS in forestry especially in working plan preparation, fire control, risk zonation etc.
- v. Latest advancements on application of these technologies
- vi. Demonstration on the use of handheld GPS

**9 Topic: Management of Non-Wood Forest Products for Sustainable Development**

*[Forest Research Institute, Dehradun]*

**Course Contents**

- i. Emerging trends in NWFPs- policies, legislation and trade
- ii. Forest productivity and livelihood support based on NWFPs
- iii. Natural resource inventory and resource quantification with special reference to NWFPs

- iv Cultivation, post harvest technology, value addition and marketing of NWFPs
- v Sustainable management of NWFPs of animals origin

**10. Topic: Stress Management through a Positive Mental Attitude**

*[H.M.N. Gaunekar, Institute of Management Training & Research, Goa]*

**Course Contents**

- i Eustress and stress
- i Normal stressors- internal and external
- iii Stress at the workplace
- iv The mind dimension
- v Yoga and its relevance to stress
- vi Self-awareness
- vii. The thinking emphasis
- viii. Practicing the strategic pause
- ix Choosing when its confusing

**11. Topic: Solutions and Answers through Innovative Thinking**

*[H.M.N. Gaunekar, Institute of Management Training and Research, Goa]*

**Course Contents**

- i Why innovate?
- i Creativity and innovation-the subtle difference
- iii. The innovation principles
- iv Overcoming the creativity mental blocks
- v The reversal thinking technique
- vi. Breaking the mental patterns
- vii. Innovations in forestry-brainstorming for better results
- viii. Innovations- individual and organizational angle

## **12. Topic: Captive Management of Wild Animals**

*[QMF under Forestry Training Institute, Karnpur]*

### **Course Contents**

- i History of management of zoos-introduction
- ii Modern zoo designing
- iii Legal aspects- provisions of Wildlife (Protection) Act, 1972 and case laws
- iv Record keeping in zoos (stud books, ISIS)
- v Zoos for conservation (success stories in reintroduction)
- vi Health care in zoos (disease monitoring, trapping of animals, chemical capture)
- vii Visitor management
- viii Management of captive elephants

## **13 Topic: Role of Agroforestry in Increasing Tree Cover**

*[Haryana Forest Development Corporation, Panchkula]*

### **Course Contents**

- i Different agro-forestry practices in the country
- ii Choice of species in different regions
- iii Global scenario of agro-forestry
- iv Scale of needed agro-forestry plantations to achieve the goal of NFP, 1988
- v Diversification of land use and management practices
- vi Sustainable tree crop cycle and increasing productivity by tree improvement programmes
- vii Income from farmlands and economics of agro-forestry
- viii Demand based identification of agro-forestry species and technology of propagation
- ix Policy and law in contravention of agro-forestry practices particularly the regulatory measures and import policy

- x Role of industries in promotion of agro-forestry as envisaged in the NFP, 1988
- xi. Study of farmers-industries nexus for agro-forestry practices to meet the requirement of raw materials
- xii. Study of existing market demand of agro-forestry produce species-wise
- xiii. Development of marketing infrastructure and role of government institutions in marketing

**14 Topic: Monitoring the Impact of Joint Forest Management on Rural Livelihoods:- Methods, Applications and Adaptations**

*[Forestry Training Institute, Jaipur]*

**Course Contents**

- i Basic concepts on forests and livelihoods, livelihoods improvement, livelihoods impact pathways, vulnerability, resilience and adaptation, and conceptual challenges on forest conservation and livelihoods improvement
- ii Need, purpose and necessity for monitoring the impact of JFM interventions on livelihoods
- iii Impact pathway analysis
- iv Livelihoods monitoring tool
- v Indicators for livelihoods improvement; participatory designing and field implementation of representative basic set of indicators related to five-capital approach (financial capital, physical capital, natural capital, human capital and social capital)
- vi Methods of data collection, and sources of data for indicators
- vii. Scenario analysis on adaptive learning to enhance the quality of forestry interventions for the desired livelihoods outcome
- viii. Designing a concrete follow-up plan for implementation of the monitoring tool and linking knowledge to action

**15 Topic: Best Practices / Innovations in Forestry (Forest Management, JFM, Eco-tourism, Seed Technology, Plantation Technology, Nursery Techniques, Water Harvesting etc.)**

*[Andhra Pradesh Forest Academy, Dulapally, Hyderabad]*

**Course Contents**

- i Achieving saturation level in watersheds
- ii Use of GPS technology for water harvesting structure
- iii Micro-management plants for VSS
- iv Community based eco-tourism
- v Breeding of animals in captivity-COMB
- vi Carbon trading
- vii Promotion of CEGs in VSS areas
- viii Establishment of common facility centres
- ix Professionalism in forestry
- x Resettlement action plan – RAP

**16 Topic: Role of Forestry in Conservation, Development and Management of Water Resources**

*[Regional Centre, National Afforestation and Eco-Development Board,  
Jadavpur University, Kolkata]*

**Course Contents**

- i) Forest hydrology and hydrological cycle
- ii) Climate change : chief hydrological process in the present status
- iii) Impact of forest conversion, management & plantations on stream flow
- iv) Discussions on the changes needed in NFP with particular reference to forests under the changed scenario
- v) Structural & non-structural measures for enhancement of soil moisture with particular reference to forestry sector
- vi) Rain water harvesting for sustainable agro-forestry

- vii) Water conservation & sanitation in forest fringe villages
- viii) Rain water harvesting in tropical rain forest regions

**17 Topic: Eco - tourism - Wildlife and Habitat Management**  
*[Centre for Eco-tourism & Sustainable Livelihoods,  
 Corbett Tiger Reserve, Ramnagar]*

**Course Contents**

- i What is eco-tourism?
- ii Ecotourism - as a conservation and development tool
- iii Difference between eco-tourism and wildlife tourism
- iv Ecotourism: world scenario - WTO
- v Ecotourism in India: eco-tourism policy and guidelines
- vi Community Based Tourism (CBT) and wildlife management
- vii People, park, tourists and wildlife: carrying capacity
- viii Field visit to Dhikala - Tourism in Corbett Tiger Reserve, cooperative mess, elephant ride
- ix Conservation education through tourism
- x CIC and centre for eco-tourism - left and right hands of Corbett Tiger Reserve
- xi Sustainable eco-tourism in Karnataka: A case study of Jungle Lodges and Resorts Ltd. , Bangalore
- xii Nature interpretation
- xiii Effective communication
- xiv Eco-guides - role in management
- xv Nature Trails - signages
- xvi How to organize a nature camp?

**18 Topic: Forest Certification for Sustainable Forest Management**  
*[Indian Institute of Forest Management, Bhopal]*

**Course Contents**

- i The emergence of concept of sustainable forest management and

forest certification

- i Corporate and consumer perspective on green consumerism and eco- labelling and the concept of triple bottom line
- iii Various sustainable forest management initiatives and forest certification schemes
- iv Markets for certified forest products
- v Forest certification: developing countries perspective (impact of forest certification in the domestic and international markets)
- vi National strategy for forest certification and auditing
- vii Forest certification assessment and audit
- viii Strategy options

**19 Topic: 35 years of Wildlife Management in Independent India: Milestones, Setbacks and Future Ahead**

*[RCVEN Academy of Administration and Management, Bhopal.]*

**Course Contents**

- i Changes in the forest and wildlife policies of the country
- ii Approaches in human resource development in forestry sector
- iii Approaches in forest and wildlife management
- iv Success stories in wildlife management
- v Failures in wildlife management and lessons to be learned from such experiences
- vi Wildlife management- future ahead: Vision 2050

**20 Topic: Intellectual Property Rights and WTO Accountability- Scope of Patenting**

*[Indian Society of International Law, New Delhi]*

**Course Contents**

- i The foundations for a continued debate on Intellectual Property Rights (IPRs) and biodiversity
- ii IPRs and Patent
- iii Free Trade: special and differential treatment
- iv Prioritize social rights and the environment
- v Democratize decision-making

**21 Topic: Various Provisions under Right to Information Act-2005**

*[Institute of Management in Government, Kochi.]*

**Course Contents**

- i Right to Information Act, 2005- Historical background
- ii Right to Information Act, 2005- An overview
- iii Right to information in the context of good governance
- iv Right to information- Duties & responsibilities of public officers/ organizations
- v Right to information-Relevance to forest departments
- vi Behavioural dimensions in the context of right to information

**22 Topic: The Art of Interacting with Print and Electronic Media**

*[Xavier Institute of Management, Bhubaneswar]*

**Course Contents**

- i Media Management: Why is this so important?
- ii Basics of media management
- iii Facts v/s stories in print and electronic media
- iv Can a public institution become media friendly?
- v Forest does not mean only tigers and mines- Why rest of the aspects do not attract media ?

**23 Topic: Management of Tropical Forests- Issues and Challenges**

## **Course Contents**

- i Tropical forest management in India
- ii Biodiversity documentation, assessment and evaluation
- iii Man-wildlife interaction and management of national parks and other protected areas
- iv Application of GIS in forestry
- v Native and alien weeds in forests and their control
- vi Criteria and indicators in managing tropical forests
- vii Timber certification
- viii Participatory forest management / joint forest management
- ix Tropical forest management- some experiences from Kerala
- x NIFPs sustainable management and utilization

## **24 Topic: Wildlife Management in India and Protected Area Effectiveness**

*[Wildlife Institute of India, Dehradun]*

## **Course Contents**

- i Wildlife management- an overview of international initiatives, millennium eco-system assessment- India's commitment to millennium goals, wildlife management in India-challenges ahead
- ii Tiger crisis in India and recent initiatives for tiger conservation, wildlife trade issues: relevance to wildlife conservation, biodiversity conservation and livelihoods of the local communities
- iii. Evaluation of Protected Areas (PAs) - effectiveness tools and biodiversity conservation
- iv Protected area to landscapes - challenges ahead, biodiversity conservation outside traditional forested landscapes
- v Field visit to Rajaji National Park for understanding recent initiatives of relocation and changes of habitats
- vi. Legal issues in wildlife management, good practices of wildlife

management in India-few case studies, wildlife conservation in India-way forward

**25 Topic: Natural Resource Management and Conflict Resolution with Special reference to Forestry**

*[Institute of Rural Management, Anand, Gujarat]*

**Course Contents**

- i NRM conflicts and resolution: conceptual issues
- i NRM conflicts and resolution: stakeholder analysis framework
- ii Fieldwork to Gir reserve forests for interaction with the stakeholders to resolve man-animal conflicts
- iv Fieldwork to Sayla for interaction with the stakeholders to understand water related conflicts
- v Group work on stakeholder analysis
- vi Learning from stakeholder analysis
- vii Community based NRM and conflicts
- viii Wildlife conservation activities at the Gir PA
- x Win as much as you can: an experiential understanding of conflict resolution
- x State-society conflict in forest management: role of forest officers

**26 Topic: Development of Project Design Document for Forestry Clean Development Mechanisms Projects**

*[The Energy and Resources Institute, New Delhi]*

**Course Contents**

- i Science of climate change and global warming
- i The response of international community (UNFCCC, Kyoto Protocol and other major decisions taken at various conference of parties w.r.t forestry sector CDM)
- iii The basic concepts related to forestry sector CDM and CDM project cycle
- iv The specific concepts like baseline scenario, additionally, leakage, etc. and the framework for calculations

- v PRO-COMAP model
- vi Classroom exercise on calculation of net anthropogenic removals

## **27 Topic: Changing Scenario of Forestry and Wildlife of the Country and Management of Change**

*[Gujarat Ecological Education & Research Foundation, Gujarat]*

### **Course contents**

- i Changing scenario of forestry: shift from economic to ecological aspect of forest management, forests as part of integrated development process, conservation necessary for sustained forest resource development and taking forestry beyond forestland
- ii Changing scenario of wildlife: orientation to biodiversity conservation, role of national & international organizations in wildlife conservation and changing role of zoos in wildlife conservation
- iii Changing technologies: clean development mechanism and carbon sequestration, use of remote sensing and GIS technologies in forest and wildlife management, quality improvement and increasing carrying capacity of the forest resources, valuation of the tangible and intangible benefits of forestry and biodiversity
- iv People's participation: people awareness, concept of care and share, eco-development, community participation, eco-tourism and balancing between local economic needs and ecological sustainability
- v Changing policy environment: international conventions on forests and wildlife, global coordination and networking, information management, dissemination, right to information and administrative reforms
- vi Emerging change management areas: human resource development, automation, transparency decentralization of power,

participatory conceptualizing, planning, implementation and monitoring & evaluation

## **28 Topic: Recent Advances in Forestry Research**

*[Institute of Forest Genetics and Tree Breeding, Coimbatore]*

### **Course contents**

- i Scope and need for biotechnological interventions in forestry
- ii DNA finger printing of forestry tree species
- iii Role of genomics and proteomics
- iv Cell culture techniques for production of secondary metabolites
- v Tailor-made forestry crops through genetic engineering
- vi Bio-safety protocol: registration of new plant varieties and clonal registry and DUS testing
- vii. Bioinformatics and eco-informatics
- viii. Inducing flowering-chemical way
- ix Management of seed orchards and clone banks
- x Biological and plants derivatives with special reference to forest tree species
- xi. Bio-fertilizers and integrated disease and nutrient management
- xii. Role of pheromones in insect pest management
- xiii. Pandhagavya and Dasagavya in forestry
- xiv. Microbes in insect pest management
- xv. Yield estimation using image analyzer
- xviii. Tackling tough soils with special reference to fly ash and quartz mine dumps
- xvi. Wood alternatives
- xvii. Carbon sequestration
- xviii. Recent advances in petro crops
- xix. Statistical application in forestry research

## **29 Topic: Climate Change and Relevance to Forestry Sector**

**Course contents**

- i Introduction and background to Climate Change and International Climate Change Conventions: UNFCCC and Kyoto Protocol
- ii Flexibility mechanisms under Kyoto Protocol, CDM and government initiatives
- iii Kyoto Protocol and forestry
- iv Climate Change impact on forest eco-systems
- v Global forests and Climate Change mitigation
- vi Forest carbon stock assessment
- vii Managing forest eco-systems as carbon pool
- viii Role of forestry practices and Climate Change negotiations
- ix India's first national communication NAITCOM to the UNFCCC and preparations for the 2<sup>nd</sup> NAITCOM
- x Case studies for demonstrating carbon feasibility projects using PROCOMAP model
- xi Models of afforestation and Reforestation projects and linking other land based projects i.e. biodiesel for C credits
- xii Preparation of Project Design Document (PDD) for A/R projects under Kyoto Protocol

**30 Topic: Clean Development Mechanism and Renewable Energy with Special reference to Biofuels**

*[Mahatma Gandhi Institute of Rural Energy and Development, Bangalore]*

**Course contents**

- i Introduction to CDM
- ii Kyoto Protocol and carbon sequestration
- iii Renewable energy scenario
- iv Application of renewable energy in remote forest areas
- v Demonstration of various renewables

- vi. Economics of biofuel in farm forestry
- vii. Biofuel use-transport sector
- viii. A search for eco-friendly fuels
- ix. Energy conservation
- x. Energy efficiency and practical energy audit
- xi. Practical demonstration of energy audit
- xii. Biofuel outlook-policy challenges and opportunities
- xiii. Biofuel and biomass-potential renewable energy for the future
- xiv. Role of biofuels-addressing energy security
- xv. CDM in relation to afforestation projects
- xvi. CDM projects in renewable energy with special reference to biofuel

**31. Topic: Enhancing the Effectiveness for implementation of the Government Policies and Programmes**

*[Indian Institute of Management, Bangalore]*

**Course contents**

- i. Introduction to global forest politics
- ii. Leadership challenges
- iii. Management control for public systems
- iv. Governance and success in forestry programmes
- v. Beyond EQ : Understanding the political dynamics in organizations
- vi. Basics of Biological Diversity Act
- vii. Forestry for rural development
- viii. Forestry and common property resources
- ix. Impact of climate change on forestry
- x. Turning around the forest development corporations
- xi. Joint forest management and Forest (Conservation) Act
- xii. Project tiger: experience with implementation
- xiii. Reflection and review

**32. Topic: Policy and Legal Issues in Forestry Sector**

*[Indira Gandhi National Forest Academy-Dehradun]*

**Course contents**

- i IFA 1927 and amendments
- ii Immunity to public servants under 197 Cr\_PC
- iii Contempt of Court
- iv Flaws in the court procedures and loopholes in pursuing wildlife offences
- v Wildlife (Protection) Act, 1972 – need for amendments
- vi Forest (Conservation) Act, 1980
- vii International conventions-India's role
- viii Environment (Protection) Act 1986
- ix Patent regime in India
- x JFM-policy issues
- xi Biological Diversity Act 2002
- xii Judicial activism

**33. Topic: Joint Forest Management-Sharing of Experiences**  
*[Tamil Nadu Forest Academy, Coimbatore]*

**Course contents**

- i Concepts of joint forest management.
- ii "GIS" in JFM
- iii Concepts of watershed management and related issues
- iv Institution building – sustainability of JFM – panel discussion
- v Poverty alleviation and micro-credit/role of SHG/NGO's
- vi Role of research and extension-support of JFM
- vii JFM models – experience sharing by participants

**34. Topic: Conservation and Development of Medicinal Plants**  
*[State Medicinal Plants Board, Haryana]*

**Course contents**

- i National Perspective for the conservation of medicinal plants
- ii National resource of medicinal plants in Shiwaliks
- iii Medicinal plants-diversity and utility
- iv Medicinal plants in JFM and benefit sharing with community
- v Propagation of medicinal plants in agroforestry and their use
- vi Role of biotechnology in sustainable development of

	bioresources
vii	Vist of Sukhrajri- a case study of people's participation in biodiversity conservation
viii	Scope of Indian system of medicine to capture global market
ix	Stress management
x	Propagation of medicinal plants in farmlands and wastelands, value addition and economics
xi	Biodiversity conservation in Haryana- a case study
xii	Inventory of natural resources including medicinal plants
xiii	Penal discussion on role of foresters in biodiversity conservation with special reference to propagation of medicinal plants in non-forest lands.

**35 Topic: Eco-Tourism Assessment & Development**  
*(Jungle Lodges and Resorts Limited, Bangalore)*

**Course contents**

- i Understand the basic elements of ecotourism, the market and market trends.
- ii Use ecotourism to expand economic development for a destination
- iii Ecotourism and local community participation
- iv Assessing ecotourism potential and guidelines for operating a successful ecotourism business
- v Develop and maintain a unified environmentally sustainable theme for your destination
- vi Implement environmental project analysis
- vii Establish strategic alliances and partnerships
- viii Establish an ecotourism planning process at the local and regional levels
- ix Ecotourism policy at national and state level
- x Understand the vital role of interpretation and education in adding value
- xi Providing facilities for tourists at ecotourism sites.

**36 Topic: Eco-Tourism Wildlife and Habitat Management**  
*(Jung/e Lodges and Resorts Limited, Banga/ore)*

Courses Contents

- i. Wilderness and wilderness tourism: Policy and perspectives
- ii Eco-tourism-a new trend in forest management
- iii Stress management
- iv Global trends in wildlife tourism & its role in conservation
- v Marketing eco-tourism
- vi Adventure tourism: an opportunity for public private partnership
- vii Carrying capacity
- viii. Habitat management for ecotourism

**37. Topic: Eco-Tourism vis-a.-vis Conservation of Forests**  
*(Jung/e Lodges and Resorts Limited, Banga/ore)*

Courses Contents

- i Ecotourism as important sector of international tourism industry
- ii Ecotourism's potential role in sustainable development.
- iii. Role of ecotourism in protection of forests
- iv. Potential of employment of habitual offenders in Ecotourism activities
- v Role of ecotourism in educating people
- vi. Role of ecotourism in documenting biodiversity



No. 12017/14/2004-TNP (S)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
Training Division

Block - IV, Old JNU Campus,  
New Mehrauli Road, New Delhi - 110067

Dated: 7<sup>th</sup> July, 2005

OFFICE MEMORANDUM

**Subject:** Revision of rates of Course Fee and Boarding/Lodging charges in respect of in-service Training Programmes for IAS Officers conducted by Indian Institute of Management - Ahmedabad/Bangalore/Kolkata/Lucknow and other Autonomous Institutions.

The undersigned is directed to say that the revision of rates of Course Fee payable for IAS Officers Training Programmes sponsored by this Department has been under consideration for some time. The existing rates have accordingly been revised as indicated below in respect of Indian Institute of Management- Ahmedabad, Bangalore, Kolkata, Lucknow and other Autonomous Institutions, w.e.f. 01/04/2005 until further orders.

Course Fee

Duration of the programme	Existing Rates (in Rupees)	Revised Rates (in Rupees)*
1-week	1,63,000/-	1,83,000/-
2-week	2,91,000/-	3,26,000/-

(\*These rates are for a minimum of first 15 participants, inclusive of Boarding/Lodging charges. For every additional participant an amount of Rs. 12,000/- for a 1-week programme and Rs. 20,000/- for 2-week programme would be admissible to the concerned Institute).

This has the concurrence of Home Finance vide Dy. No. 569/AFA (P)/2005 dated 13/04/2005.

**NOTE:** *Book allowance has already been discontinued w.e.f. 01/04/2002, so no book allowance will be given to any participant.*

(R. Jaya)

Deputy Secretary to the Govt. of India

Tel.: 26161871

To

- 1 The Director, Indian Institute of Management, Vastrapur, Ahmedabad - 380015.
- 2 The Director, Indian Institute of Management, Bannerghatta Road, Bangalore - 560076.
- 3 The Director, Indian Institute of Management, Joka Diamond Harbour Road, Kolkata - 700027.
- 4 Chairman (EDP), Indian Institute of Management, Prabandh Nagar, Off Sitapur Road, Lucknow - 226013.
- 5 All Autonomous Institutes concerned. NLS, NIFM, NIPM, TMTC, ICCG, NISG.
- 6 P & AO, DP & AR, Lok Nayak Bhawan, New Delhi - 110003.
- 7 Home Finance - I Branch, MHA, North Block, New Delhi - 110001.
- 8 PPS to Secretary (P).
- 9 PS to Joint Secretary (Trg.).
10. Under Secretary (Budget), Training Division, DoPT, New Delhi.
11. Guard File.

(R. Jaya)

Deputy Secretary to the Govt. of India

No. 12017/14/2004-TNP (S)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
Training Division

Block - IV, Old JNU Campus,  
New Mehrauli Road, New Delhi - 110067

Dated: 5<sup>th</sup> July, 2005  
7<sup>th</sup>

OFFICE MEMORANDUM

**Subject:** Revision of rates of Course Fee and Boarding/Lodging charges in respect of in-service Training Programmes for IAS Officers conducted by the State/Central Training Institutes.

The undersigned is directed to say that the revision of rates of Course Fee and Boarding/Lodging charges in respect of In-service training programmes for IAS Officers sponsored by this Department has been under consideration for some time. The existing rates have accordingly been revised w.e.f. 01/04/2005, until further orders. The revised rates are indicated below in respect of State/Central Training Institutes.

Course Fee

Duration of the programme	Existing Rates (in Rupees)	Revised Rates (in Rupees)
1-week	73,000/-	82,000/-
2-week	1,31,000/-	1,47,000/-

Board/Lodging Charges (per day per participant)

	Existing Rates (in Rupees)	Revised Rates (in Rupees)
State Training Institutes	390/-	440/-
Central Training Institutes	450/-	500/-

2 This has the concurrence of Home Finance vide Dy. No. 569/  
AFA (P)/2005 dated 13/04/2005.

NOTE: *Book allowance has already been discontinued w.e.f. 01/04/2002,  
so no book allowance will be given to any participant.*

(R. Jaya)

Deputy Secretary to the Govt. of India

Tel.: 26161871

To

- 1 All Central/State Training Institutes. Concerned  
Director, IBSNAA, Charlieville, Mussoorie- 248179.  
Director, Uttranchal Academy of Administration, Ardwell  
Camp, Oark  
Park, Mallital, Nainital-263001.
- 2 P& AO, DP & AR, Lok Nayak Bhawan, New Delhi - 110003.
- 3 Home Finance - I Branch, MHA, North Block, New Delhi -  
110001.
- 4 PPS to Secretary (P).
- 5 PS to Joint Secretary (Trg.)
- 6 Under Secretary (Budget), Training Division, DoPT, New  
Delhi.
- 7 Guard File

(R. Jaya)

Deputy Secretary to the Govt. of India

No. 12017/14/2004-TNP (S)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
Training Division  
Block - IV, Old JNU Campus,  
New Mehrauli Road, New Delhi - 110067

Dated: 7<sup>th</sup> July, 2005

OFFICE MEMORANDUM

**Subject:** Revision of rates of Course Fee and Boarding/Lodging charges in respect of in-service Training Programmes for IAS Officers conducted by Administrative Staff College of India (ASCI), Hyderabad.

The undersigned is directed to say that the revision of rates of Course Fee payable for IAS Officers Training Programmes sponsored by this Department has been under consideration for some time. The existing rates have accordingly been revised as indicated below in respect of Administrative Staff College of India (ASCI), Hyderabad for a minimum of 15 participants, w.e.f. 01/04/2005 until further orders.

Duration of the programme	Existing Rates (in Rupees)		Revised Rates (in Rupees)*	
	Course fee @	For each additional participant @	Course fee @	For each additional participant @
1-week	2,35,000/-*	14,500	2,63,000/-*	16,000
2-week	4,20,000/-*	26,000	4,70,000/-*	29,000

(\* For 15 participants)

(@ Boarding/Lodging charges are included in the course fee)

2 This has the concurrence of Home Finance vide Dy. No. 569/  
AFA (P)/2005 dated 13/04/2005.

NOTE : *Book allowance has already been discontinued w.e.f. 01/04/  
2002, so no book allowance will be given to any participant.*

(R. Jaya)

Deputy Secretary to the Govt. of India

Tel. : 26161871

To

- 1 The Principal, Administrative Staff College of India, Bella Vista,  
Hyderabad-500049
- 2 P & AO, DP & AR, Lok Nayak Bhawan, New Delhi - 110003.
- 3 Home Finance - I Branch, MHA, North Block, New Delhi -  
110001.
- 4 PPS to Secretary (P).
- 5 PS to Joint Secretary (Trg.).
- 6 Under Secretary (Budget), Training Division, DoPT, New Delhi.
- 7 Guard File.

(R. Jaya)

Deputy Secretary to the Govt. of India

**Annexure- VI**

**Calender of One - Week refresher Courses to be sponsored for the Indian Forest Service Officers during the years 2007-08**

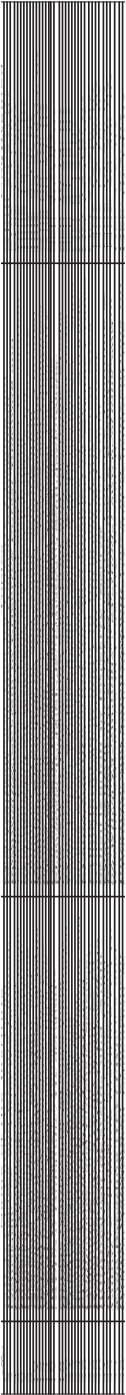
S. No.	Name of the Institute	Topics	Confirmed Dates
1	NIIIT, GIS Limited, New Delhi	GIS : A Decision Tool for Forestry Planning and Management	April 23-27, 07
2	Jungle Lodges and Resorts Limited, Bangalore	Eco-Tourism Wildlife and Habitat Management	April 23-27, 07
3	Forest Survey of India (FSI), Dehradun	Applications of Remote Sensing & Geographical Information System in Effective Forest Planning and Management	May 7-11,-07
4	Indian Institute of Management (IIM), Lucknow	Public - Private Partnership in Forestry	May 15-19,07
5	Administrative Staff College of India (ASCI), Hyderabad	Natural Resources Management and Conflict Resolution	June 4-8-, 07
6	Jungle Lodges and Resorts Limited, Bangalore	Eco-tourism-Assessment and Development	June 18-22, 07
7	Forest Research Institute (FRI), Dehradun	Management of Non-Wood Forest Products for Sustainable Development	June 18-22, 07
8	Indian Institute of Remote Sensing (IIRS) Dehradun	Applications of Remote Sensing and GIS in Forestry	July 2-06, 07

S. No.	Name of the Institute	Topics	Confirmed Dates
1	NIIIT, GIS Limited, New Delhi	GIS : A Decision Tool for Forestry Planning and Management	April 23-27, 07
2	Jungle Lodges and Resorts Limited, Bangalore	Eco-Tourism Wildlife and Habitat Management	April 23-27, 07
3	Forest Survey of India (FSI), Dehradun	Applications of Remote Sensing & Geographical Information System in Effective Forest Planning and Management	May 7-11-,07
4	Indian Institute of Management (IIM), Lucknow	Public - Private Partnership in Forestry	May 15-19,07
5	Administrative Staff College of India (ASCI), Hyderabad	Natural Resources Management and Conflict Resolution	June 4-8-, 07
6	Jungle Lodges and Resorts Limited, Bangalore	Eco-tourism-Assessment and Development	June 18-22, 07
7	Forest Research Institute (FRI), Dehradun	Management of Non-Wood Forest Products for Sustainable Development	June 18-22, 07
8	Indian Institute of Remote Sensing (IIRS) Dehradun	Applications of Remote Sensing and GIS in Forestry	July 2-06, 07
9	National Academy of Audit and Accounts (NAAA), Shimla	Financial Management and Audit Sensitization	July 9-13, 07
10	National Institute of Rural Development (NIRD), Hyderabad	Holistic Approach to Watershed Management Through People's Participation	July 23-27, 07
11	Administrative Staff College of India (ASCI), Hyderabad	Environmental Impact Indicators and Valuation Techniques	July 30-Aug 03, 07
12	Kerala Forest Research Institute	Management of Tropical Forest - Issues and Challenges	Aug 06, 10 07

S. No.	Name of the Institute	Topics	Confirmed Dates
1	NIIIT, GIS Limited, New Delhi	GIS : A Decision Tool for Forestry Planning and Management	April 23-27, 07
2	Jungle Lodges and Resorts Limited, Bangalore	Eco-Tourism Wildlife and Habitat Management	April 23-27, 07
3	Forest Survey of India (FSI), Dehradun	Applications of Remote Sensing & Geographical Information System in Effective Forest Planning and Management	May 7-11-,07
4	Indian Institute of Management (IIM), Lucknow	Public - Private Partnership in Forestry	May 15-19,07
5	Administrative Staff College of India (ASCI), Hyderabad	Natural Resources Management and Conflict Resolution	June 4-8-, 07
6	Jungle Lodges and Resorts Limited, Bangalore	Eco-tourism-Assessment and Development	June 18-22, 07
7	Forest Research Institute (FRI), Dehradun	Management of Non-Wood Forest Products for Sustainable Development	June 18-22, 07
8	Indian Institute of Remote Sensing (IIRS) Dehradun	Applications of Remote Sensing and GIS in Forestry	July 2-06, 07
9	National Academy of Audit and Accounts (NAAA), Shimla	Financial Management and Audit Sensitization	July 9-13, 07
10	National Institute of Rural Development (NIRD), Hyderabad	Holistic Approach to Watershed Management Through People's Participation	July 23-27, 07
11	Administrative Staff College of India (ASCI), Hyderabad	Environmental Impact Indicators and Valuation Techniques	July 30-Aug 03, 07
12	Kerala Forest Research Institute (KFRI), Peechi	Management of Tropical Forest - Issues and Challenges	Aug 06-10, 07
13	Indian Society of International Law, New Delhi	Intellectual Property Rights and WTO Accountability - Scope of Patenting	Aug 06-10, 07
14	The Energy and Resources Institute (TERI), New Delhi	Development of Project Design Document for Forestry Clean Development Mechanisms Projects	Aug 20-24, 07
15	Corbett Tiger Reserve, Nainital	Eco-tourism-Wildlife and Habitat Management	Sep 3-7, 07
16	Indian Institute of Management (IIM), Bangalore	Enhancing Effectiveness for Implementation of the Government Policies and Programmes	Sep 3-7, 07

S. No.	Name of the Institute	Topics	Confirmed Dates
1	NHIT, GIS Limited, New Delhi	GIS : A Decision Tool for Forestry Planning and Management	April 23-27, 07
2	Jungle Lodges and Resorts Limited, Bangalore	Eco-Tourism Wildlife and Habitat Management	April 23-27, 07
3	Forest Survey of India (FSI), Dehradun	Applications of Remote Sensing & Geographical Information System in Effective Forest Planning and Management	May 7-11-07
4	Indian Institute of Management (IIM), Lucknow	Public - Private Partnership in Forestry	May 15-19,07
5	Administrative Staff College of India (ASCI), Hyderabad	Natural Resources Management and Conflict Resolution	June 4-8-, 07
6	Jungle Lodges and Resorts Limited, Bangalore	Eco-tourism-Assessment and Development	June 18-22, 07
7	Forest Research Institute (FRI), Dehradun	Management of Non-Wood Forest Products for Sustainable Development	June 18-22, 07
8	Indian Institute of Remote Sensing (IIRS) Dehradun	Applications of Remote Sensing and GIS in Forestry	July 2-06, 07
9	National Academy of Audit and Accounts (NAAA), Shimla	Financial Management and Audit Sensitization	July 9-13, 07
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11	Administrative Staff College of India (ASCI), Hyderabad	Environmental Impact Indicators and Valuation Techniques	July 30-Aug 03, 07
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15	Corbett Tiger Reserve, Nainital	Eco-tourism-Wildlife and Habitat Management	Sep 3-7, 07
16	Indian Institute of Management (IIM), Bangalore	Enhancing Effectiveness for Implementation of the Government Policies and Programmes	Sep 3-7, 07
17	Andhra Pradesh Forest Academy (APEA), Dulapally, Hyderabad	Best Practices/Innovations in Forestry (Forest Management, JFM, Eco-tourism, Seed Technology, Plantation Technology, Nursery Techniques, Water Harvesting etc.)	Sep 10-14, 07
18	Xavier Institute of Management (XIM), Bhubaneswar	The Art of Interacting with Print and Electronic Media	Sep 10-14, 07
19	Jungle Lodges and Resorts Limited, Bangalore	Eco-tourism vis-a-vis Conservation of Forests	Sep 24-28, 07
20	ICWFN Academy of Administration & Management, Bhopal	35 Years of Wildlife Management in Independent India Milestones, Set backs and Future Ahead	Sep 24-28, 07
21	Tamil Nadu Forest Academy (TNEFA), Coimbatore	Joint Forest Management - Sharing of Experiences	Sep 24-28, 07
22	Institute of Management in Government (IMG), Cochin	Various Provisions under Right to Information Act - 2005	Oct 8-12, 07
23	Indian Council National Forest	Deforestation and Forest Management in Ecotourist Sector	Oct 8-12, 07

S. No.	Name of the Institute	Topic	Co-ordinator
1	NIFT, CES Limited, New Delhi	CES: A Strategic Tool for Forestry Planning and Resource Management	April 23-27, 07
2	Farmer Ledges and Resource Institute, Erode	Forest Management, Wildlife and Forest N Management	April 23-27, 07
3	Indian Institute of Management, Ahmedabad	Management of Forests, Wildlife and Forest N Management	May 7-11, 07
4	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	May 15-19, 07
5	Central Forestry College of India, Bangalore	Natural Resource Management and Wildlife Conservation	June 4-8, 07
6	Forest Research Institute, Dehra Dun	Forest Management and Wildlife Conservation	June 18-22, 07
7	Forest Research Institute, Dehra Dun	Management of Forests, Wildlife and Forest N Management	June 18-22, 07
8	Indian Institute of Remote Sensing, Dehra Dun	Application of Remote Sensing and GIS in Forestry	July 2-06, 07
9	State Forest University, Silvassa	Forest Management and Wildlife Conservation	July 9-13, 07
10	State Forest University, Silvassa	Forest Management, Wildlife and Forest N Management	July 23-27, 07
11	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	July 30-Aug 03, 07
12	Forest Research Institute, Dehra Dun	Management of Forests, Wildlife and Forest N Management	Aug 06-10, 07
13	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 06-10, 07
14	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
15	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
16	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
17	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
18	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
19	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
20	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
21	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
22	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
23	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
24	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
25	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
26	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
27	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
28	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
29	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
30	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Aug 20-24, 07
31	NIFT, CES Limited, New Delhi	CES: A Strategic Tool for Forestry Planning and Resource Management	Oct 15-19, 07
32	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
33	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
34	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
35	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
36	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
37	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
38	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07
39	Forest Research Institute, Dehra Dun	Forest Management, Wildlife and Forest N Management	Oct 15-19, 07



## **Lists of Themes on which Training Workshops have already been sponsored**

### **2005-06**

- Advances in wood production and utilization
- Contribution of Indian forestry sector to the Gross Domestic Product (GDP)
- Climate change mitigation: Role of forestry and sinks projects within the CDM framework
- Extension of forestry activities – ways to be effective
- Environmental impact assessment: Need and methods for assessment
- Effect of weeds on productivity of forest plantations and natural forests and different cost-effective methods for their control
- Forest certification-implications on forestry in India
- How to be effective in cadre management of forestry services?
- History of forests-after 1947
- Issues involved in man animal conflict – strategies for mitigation
- Scope of eco-tourism and ways to sustain it without affecting ecology of the area
- Strengthening GIS implementation in Indian forestry
- Training needs assessment at various levels of forestry services
- Wildlife Crime: Strategies to prevent organized poaching

### **2006-07**

- Awareness for Building an Environmentally Sensitive and Responsive Society- Need for Comprehensive Strategies and Programmes
- Field Applicability of Forestry and Wildlife Research Outputs – Issues and Strategies
- Forest Protection – Monitoring, Reporting, Response and Evaluation Systems – Current Status and Future Strategies
- Interventions required in Sustainable Management of Non-Timber Forest Products (NTFPs) and Benefit Sharing by the Local Communities
- Integrating Conservation versus Development

- Management of Forests/Tree lots Outside the Forests under the Control of the State Forest Departments - Role of the State Forest Departments
- Methods for Economic Evaluation of Services provided by the Forests (economic, social and ecological)
- Medicinal Plants- Role of State Forest Departments in Conservation, Cultivation, Harvesting, Marketing and Benefit Sharing by the Communities
- Need for Survey, Demarcation and Consolidation of Forestlands and Strategies for Achieving the objectives
- Need for Institutionalization of Sustainable Forest Management in India
- Operationalising Role of Forests in Ecological and Economic Security of the Country- Current Status and Future Strategies
- Recognition of Traditional Rights of Forest Dwellers - Issues and Challenges
- Raising Stakes of Local Communities in Conservation of Forests and wildlife: institutionalization of Eco-tourism involving Local Communities
- RS, GIS & GPS in Preparation of Working Plan- Strategy for Implementation
- Strategies for Development of Knowledge Management in Forestry Sector
- Scope of Landscape Planning in Forest Management.

**Calendar of Two-day Training Workshop to be sponsored for the Indian Forest Service Officers during the year 2007-08**

S. No.	Name of the Institute	Topics	Confirmed Dates
1.	Xavier Institute of Management (XIM), Bhubaneswar	Applicability of 73 <sup>rd</sup> PESA Provisions to Forests under Constitutional Amendment - Conflicts Resolution and need for Integration with Joint Forest Management	May 04-05, 07
2.	The Indian Society of International Law (ISIL), New Delhi	Role of Forestry in Sustainable Development of People	May 15-16, 07
3.	Regional Centre, National Afforestation & Eco-Development Board (RC-NAEB), Kolkata	Role of Forests in Conservation and Regulation of Water – Contribution of Forests in providing Sustained Supply of Water to the People – Strategies for Strengthening the Efforts Further	Sep 19-20, 07
4.	Gujarat Ecological Education & Research Institute (GEER), Gandhinagar	Ecological and Environment Awareness – Content Development and Management of Awareness Programmes	Oct 04-05, 07
5.	World Wide Fund for Nature (WWF), New Delhi	Financial Constraints in Efficient Conservation and Management of Forests – Need for Payment for Ecological Services by the People	Oct 29-30, 07
6.	Indian Institute of Management (IIM), Lucknow	Concurrent Monitoring and Evaluation of Schemes – Responsibilities of the Implementing Officers	Oct 30-31, 07
7.	Wildlife Institute of India (WII), Dehradun	Options for Improving Conservation of Wild Animals in their Natural Habitats	Nov 06-07, 07
8.	Forest Survey of India, (FSI) Dehradun	Inventory Methods for Assessing the NTFP resource of India's Forests	Nov 27-28, 07
9.	Forestry Training Institute (FTI), Jaipur	Linking Knowledge with Action for Sustainability	Jan 02-03, 08
10.	Kerala Forest Research Institute (KFR), Thrissur, Kerala	Collection, Compilation, Validation and Dissemination of Forestry Statistics	Feb 06-07, 08

**List of Addresses of Regional Offices of the Ministry of  
Environment and Forests**

- 1 The Chief Conservator of Forests,  
Ministry of Environment & Forests,  
Regional Office (SZ),  
Kendriya Sadan, 4<sup>th</sup> Floor E&F Wings,  
17<sup>th</sup> Main Road, I Block, Koramangala  
Bangalore-560 034.  
(Tel: 080-25537189, Fax: 25537184)
  
- 2 The Chief Conservator of Forests,  
Ministry of Environment & Forests,  
Regional Office (EZ), A/3, Chandrashekarpur,  
Bhubaneswar-751 023.  
(Tel: 0674- 2301213, Fax: 2302432)
  
3. The Chief Conservator of Forests,  
Ministry of Environment & Forests,  
Regional Office (WZ),  
E-5, Arera Colony, Link Road -3  
Bhopal-462 016.  
(Tel: 0755-2463102, Fax: 2466525)
  
- 4 The Chief Conservator of Forests,  
Ministry of Environment & Forests,  
Regional Office (NEZ),  
Upland Road, Laitunkhrah,  
Shillong-793 003, Meghalaya.  
(Tel: 0364- 2227673, Fax: 2227673)
  
- 5 The Chief Conservator of Forests,  
Ministry of Environment & Forests,  
Regional Office (CZ),

Kendriya Bhandar, 5<sup>th</sup> Floor, Sector-H,  
Aliganj, Lucknow-226 020, Uttar Pradesh.  
(Tel: 0522-2326696 Fax: 2763149)

- 6 The Conservator of Forests,  
Ministry of Environment & Forests,  
Regional Office (NEZ),  
Bays No. 24-25, Sector 31-A,  
Dakshin Marg, Chandigarh-160 022.  
(Tel: 0172-2600061, Fax: 2604134)