



सत्यमेव जयते

A. R. Chadha
DIGF (RT)

Tel/Fax – 011-2436 4791

Government of India
Ministry of Environment & Forests
Room No. 116, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi – 110 510.

No. 7-7/2008-RT

Dated: 24th December, 2010

To

1. Principal Secretary/Commissioner/Secretary,
Department of Forests,
All State/UTs
2. Principal Chief Conservator of Forests,
Department of Forests,
All State/UTs

Sub: Nomination of Forest Officers (both Indian Forest Service and State Forest Service Officers) for foreign training under the scheme "Domestic Funding for Foreign Training for Forestry Personnel" -regarding.

Sir,

This is in continuation of this Ministry's letter of even number dated 22.01.2009 and reminders dated 27.02.2009, 31.03.2010 (copies enclosed) on the subject noted above and to say that State Governments/UTs may nominate the IFS Officers preferably (Batches 1977-1981) of Additional PCCF/CCF level and officers of 1987 to 1991 Batches.

2. The application forms (Annexures I to IV) for long-term foreign training and short-term programmes is available in this Ministry's website at www.ifs.nic.in/rt.
3. It is also requested, to kindly send the names of the officers for the short-term courses with recommendations from the State Governments at an early date, preferably by **15th January, 2011.**

Yours faithfully,

Encls:- as above.

(A.R. Chadha)

Dy. Inspector General of Forests (RT)

Copy to:-

1. The Director, General, ICFRE/FSI-Dehradun.
2. The Director, IGNFA/WII/DFE-Dehradun.
3. The Addl. PCCF, Regional Offices of the MoEF.
4. Director (IFS), MoEF, New Delhi alongwith a copy of the letter No. 7-7/2008-RT dated 22.01.2009 and reminders dated 27.02.2009, 31.03.2010 for kind information please.

No. 7-7/2008-RT
Government of India
Ministry of Environment & Forests
(Research & Training Division)

Paryavaran Bhavan, CGO Complex,
Lodi Road,
New Delhi-110 510,

Dated, the 27th January, 2009.

To

1. Principal Secretary/Commissioner/Secretary,
Department of Forests
All States/UTs.
2. Principal Chief Conservator of Forests
All States/UTs.

Sub: Nomination of Forest Officers (both Indian Forest Service and State Forest Service officers) for foreign training under the scheme Domestic Funding for Foreign Training for forestry personnel – regarding.

Sir,

The Ministry of Environment & Forests is in the process of finalizing the central sector scheme "Capacity Building in Forestry Sector" which has a component on "Domestic Funding for Foreign Training of Forestry Personnel". Once the scheme is operationalised, eligible Forest officers would be sponsored for foreign training on various forestry issues abroad.

This scheme component has been conceptualized in the light of the fact that the forestry as profession has gained tremendous importance in view of recent societal and environmental developments; and the concerns expressed for protection of global environment. As a consequence, there is a need for modification in forestry training pooling resources not only from within the country but also sharing them at global level. The programmes at the global level will enable officers to acquire knowledge and skills in a number of areas and also provide a forum for exchange of experiences and administrative practices required to handle the day to day problems.

With a view to selecting eligible officers, certain guiding principles have been decided which are given in the form of guidelines at Annexure IV. You are requested to kindly short list eligible officers ensuring representation of young officers, middle managers and senior officers giving due weightage to the officers belonging to SC/ST and women officers. A careful selection may also be made of those young officers who are pursuing some specialization and can be considered for long term training in the relevant fields.

Separate sets of nominations, through Annexures-I, II and III for short term and long term courses may kindly be sent to the Ministry with recommendations from the State Government at an early date, preferably by 28th February, 2009.

Encl. (Annexure- I to IV)

Yours sincerely,


(A.K. Johari)

Dy. Inspector Gen. of Forests (RT)

RT Division
Ministry of Environment & Forests
Government of India

**FORWARDING OF APPLICATION FOR
SHORT-TERM/ LONG TERM FOREIGN TRAINING PROGRAMME IN 2009-10
(UNDER DOMESTIC FUNDING FOR FOREIGN TRAINING
OF FORESTRY PERSONNEL)**

**(To be filled up by the concerned State Government/ Central Ministry/
Cadre Controlling Authority)**

- Note: 1 Each column should be replied in descriptive manner
2 Separate proforma should be filled in respect of every officer
3 Proforma should be signed by an officer of the State Government not below the
rank of Deputy Secretary or Under Secretary to the Govt. of India**

1.	Name													
2.	Service													
3.	Cadre (if AIS)/ State													
4.	Batch													
5.	Date of Birth													
6.	Category – Gen/SC/ST													
7.	Date of Joining Service													
8.	Whether clear from vigilance angle	YES/ NO (If No, give details)												
9.	ACR Gradings for the past 5 years	<table border="1"> <thead> <tr> <th>Year</th> <th>Grading</th> </tr> </thead> <tbody> <tr> <td>1. 2007-08</td> <td></td> </tr> <tr> <td>2. 2006-07</td> <td></td> </tr> <tr> <td>3. 2005-06</td> <td></td> </tr> <tr> <td>4. 2004-05</td> <td></td> </tr> <tr> <td>5. 2003-04</td> <td></td> </tr> </tbody> </table>	Year	Grading	1. 2007-08		2. 2006-07		3. 2005-06		4. 2004-05		5. 2003-04	
Year	Grading													
1. 2007-08														
2. 2006-07														
3. 2005-06														
4. 2004-05														
5. 2003-04														
10.	Whether the officer can be spared for a period throughout the year. If no please indicate the period and the reasons.													
11.	Whether there are any adverse entries in the ACR's during the last five years.													
<p>Signature With stamp of the officer Certifying the proforma</p>														

RT Division
Ministry of Environment & Forests
Government of India

**APPLICATION FOR LONG-TERM FOREIGN TRAINING PROGRAMME IN 2009
(UNDER DOMESTIC FUNDING FOR FOREIGN TRAINING
OF FORESTRY PERSONNEL)**

- Note:**
1. To be filled up by the officer.
 2. All columns must be filled in.
 3. The proforma must be signed by the applicant.

1.	Name				
2.	Designation				
3.	Service				
4.	Cadre (if IFS)/ State				
5.	Batch				
6.	Basic/Grade Pay				
7.	Date of Birth				
8.	Date of joining service				
9.	Male/ Female				
10.	Whether belonging to SC/ST/Other category				
11.	Complete Postal Address – Official				
12.	Complete Postal Address – Residential				
13.	E-mail				
14.	Telephone numbers	Off :	Resi.:	Mobile	Fax

* Any change in address should be immediately informed.

6. Objectives of the study:

An applicant applying for any long-term foreign training programme has to submit a short account of about **300 words** on their objectives in pursuing a one year foreign training course and how they propose to apply the inputs received/ knowledge gained in their working environment and with reference to their career goals.

Note : The write-up should be original and typed on separate sheets of paper and attached to the application. The applicants must adhere to the word limit as prescribed above. Non-adherence will be treated adversely.

[If application is received without the above document, he/she will not be considered for any Long-term programme]

7. Academic Record :-

S. No.	Qualification	Year	Subjects

8. Professional Qualifications (CA/ Cs/ MBA/ ICWA/ Foreign languages etc.):-

Qualifications	Period		University/ Institute/ College
	From	Upto	

9. Work Experience including present posting (during the last 5 years) :-

Organisation	Designation	Period		Nature of Work in brief
		From	Upto	

10. Previous record of training: -(Please give the exact dates of beginning and End Of the programme in the format dd/ mm/ yy)

(A) Compulsory In-service training

Name of the Institute	Name of the Course	Period	
		From	Upto

(B) Domestic Training: -

Name of the Institute	Name of the Course	Period		Length of Foreign Component if any
		From	Upto	

(C) Foreign Training (Including partial funding scheme) :-

Name of the Institute	Name of the Course	Period		Name of Nominating Agency
		From	Upto	

(D) Whether availed any study leave, if yes, then details of the course/ study

Name of the Institute/ Country	Name of the Course	Period	
		From	Upto

Note : In case of a false information or suppression of information, the officer will be liable for disciplinary proceedings apart from the debarment from foreign training for the rest of his career.

I certify that the information furnished above is correct to the best of my knowledge and brief. No information has been hidden and concealed by me.

Name of the Applicant :

Signature :

RT Division
Ministry of Environment & Forests
Government of India

**APPLICATION FOR SHORT-TERM FOREIGN TRAINING PROGRAMME IN 2009-10
(UNDER DOMESTIC FUNDING FOR FOREIGN TRAINING
OF FORESTRY PERSONNEL)**

- Note:** 1. To be filled up by the applicant.
4. All columns must be filled in.
5. The proforma must be signed by the applicant.

1.	Name				
2.	Designation				
3.	Service				
4.	Cadre (if IFS)/ State				
5.	Basic/Grade Pay				
6.	Batch				
7.	Date of Birth				
8.	Male/ Female				
9.	Category Gen/ SC/ ST				
10.	Date of joining service				
11.	Present Posting with Date of Appointment/ Posting				
12.	Complete Postal Address – Residential				
13.	Complete Postal Address – Residential				
14.	E-mail				
15.	Telephone numbers	Off.	Res:	Mobile	Fax:
16.	Academic Background	S. No.	Qualification	Year	Subjects
17.	Compulsory In-service training record**	Name of the Institute	Name of the Course	Period	Name of Nominating Agency
				From	Upto
18.	Previous record of Foreign Training (including under partial funding scheme/ DFFT Scheme of DoPT) **	Name of the Institute	Name of the Course	Period	Name of Nominating Agency
				From	Upto

19.	Previous record of Domestic Training **	Name of the Institute/ Country	Name of the Course	Period		Name of Nominating Agency	Length of Foreign Component if any
				From	Upto		
20.	Brief description of the nature of work of the present post held (in 50 words)						
21.	Please indicate three broad areas for which you would like to be considered for foreign training.						

§ Subsequent change in address, if any, should be intimated to this Department.

**Note : (i) In case of a false information or suppression of information, the officer will be liable for disciplinary proceedings apart from the debarment from foreign training for the rest of his career.
(ii) Please give exact dates of beginning and ending of the programme in DD/ MM/ YY format.

I certify that the information furnished above is correct to the best of my knowledge and brief. No information has been hidden and concealed by me.

(Signature of the applicant)

RT Division
Ministry of Environment & Forests,
Government of India

Guidelines for Nomination of Forest Officers for Short-term and Long-term training under "Domestic Funding for Foreign Training of Forestry Personnel" component of "Capacity Building in Forestry Sector" scheme

1. Zone of consideration: All officers belonging to IFS in respective States, State Forest service Officers and IFS Officers working on state deputation or on central deputation will be eligible.

Note:

(a) The applications of the officers who are on Central Deputation may be routed through CS Division of DoPT (for officers on CSS of DoPT) or through IFS Division of MoEF (for officers on CSS and non CSS of MoEF). The IFS Division of MoEF will fill up C.R grading in the proforma in respect of CSS/non CSS deputation officers.

(b) Only such officers who would have completed a minimum of 2 years of service on the post in GOI in January of corresponding year should be recommended for the long-term training programmes abroad.

2. Duration of long-term and short-term programmes:

(a) The training programmes abroad of duration of six months or more will be treated as long-term and

(b) Duration of 15 days or more but less than six months will be treated as short-term.

3. Minimum Service: Officer should have completed a minimum of nine years of service as on 1st January of the year in which course is to be undertaken.

4. Upper age limit: For the long-term courses, the upper age limit will be 47 years and for the short term courses, it would be 54 years as on 1st of January of the year.

5. Only one long-term Foreign Training Programme: An officer can attend only one long-term foreign training programme in his/her service career. Officers already possessing an MBA degree would not be considered for the long-term MBA courses.

6. Cooling-off' Conditions:

6.1. An officer having attended a foreign training programme of a duration of 15 days (excluding the journey time) to one month, will be required to complete a 'cooling-off' period of two years before such an officer is considered again for foreign training.

6.2. Officers deputed for training abroad for duration of more than one month and up to six months are required to complete a 'cooling-off' period of three years.

6.3. Officers deputed for training programmes abroad of duration of more than six months are required to complete a 'cooling-off' period of five years before being considered for a short-term programme.

6.4. The 'cooling-off' condition will not apply for training programmes of duration of less than 15 days and official visits.

6.5. Project-related trainings/official visits abroad, irrespective of duration, are exempted from the provisions of 'cooling-off'.

7. Debarment:

(a) Officers who have been debarred from nomination for foreign training on their failure to participate in the training programmes sponsored by the Gol, to which they might have been nominated earlier (e.g. AFM courses), will not be considered until the debarment period is over.

(b) The officers debarred by the MoEF for any other reason from participation in foreign training/ workshops, etc., will also be considered as debarred for this purpose.

8. Attendance in in-service training (particularly of AIS Officers) will be given due weightage in nomination for foreign training programmes.

9. Nomination of SC/ST and Women Officers: Names of suitable officers belonging to SC and ST as well as women officers for training abroad may also be forwarded in sufficient numbers so that due representation can be given to them.

10. The criteria for short-listing the applicants will be (a) assessment of ACRs (OS/VG/G-10/5/3 marks), (b) ST/SC/Women - 5 marks each.

11. The nominations of the officers complete in all respect recommended by the government concerned may be duly signed by an officer of the rank not less than Deputy Secretary to the State Government or Under Secretary to the Gol. The nominations not recommended by the government concerned may not be considered.

12. If an officer does not attend the Course or withdraws his request at any stage or is not relieved for attending the training programme by the Administrative Ministry/State Government/cadre authority, he/she will be debarred as per provisions.

13. The MoEF may nominate the recommended officers to any of the courses opted by the nominated officers or to a different course, so as to build up a resource pool of officers in the streams of forestry, wildlife and environment management for the benefit of State/UT as well as Central Cadre.

14. The State Governments/Central Ministries/Cadre Controlling Authorities are expected to-utilize the skills acquired by the officers in the relevant field, on their return from training.

Sehgal
(RT)
Fax - 011-2436 3970
Mail: aig_rtdiv@yahoo.com

Government of India
Ministry of Environment & Forests
Room No. 512, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi - 110 510.

7-7/2008-RT

Dated: 27 February 2009

1. Principal Secretary/Commissioner/Secretary,
Department of Forests,
All State/UTs
2. Principal Chief Conservator of Forests,
Department of Forests,
All State/UTs

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Sir,

This is continuation of this Ministry's letter of even number dated 22.01.2009 on the subject noted above and to say that State Governments/UTs may nominate upto 2 Officers for long-term courses and 4 Officers for short-term courses.

2. It is also requested, to kindly send the names of the officers for short-term and long-term courses with recommendations from the State Governments at an early date, preferably by 15th March, 2009.

Yours faithfully,



(Rajan Sehgal)

Sr. Assistant Inspector General of Forests (RT)

Copy to:-

1. The Director (IFS), MoEF, New Delhi alongwith a copy of the letter No. 7-7/2008-RT dated 22.01.2009 for kind information please.

o/c

Received
2/3/09
4/3/09



A. R. Chadha
DIGF (RT)

Tel/Fax – 011-2436 4791

Government of India
Ministry of Environment & Forests
Room No. 102, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi – 110 510.

No. 7-7/2008-RT

Dated: 31st March, 2010

To

1. Principal Secretary/Commissioner/Secretary,
Department of Forests,
All State/UTs
2. Principal Chief Conservator of Forests,
Department of Forests,
All State/UTs

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Yours faithfully,


(A.R. Chadha)

Dy. Inspector General of Forests (RT)

Encls:- as above.

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