

No. 20019/01/2000-IFS(II)  
Government of India  
Ministry of Environment & Forests

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New Delhi, dated 18<sup>th</sup> November, 2002.

To

The Chief Secretaries of all the  
State Governments and Union Territories.

Subject : Indian Forest Service - promotion to various grades – Revised Guidelines  
regarding.

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Sir,

1. I am directed to say that the Central Government has issued details guidelines for promotion of members of the Indian Forest Service to the Senior Scale and Super time Scale vide this Ministry's letter of even number dated 22<sup>nd</sup> December, 2000. These guidelines, inter-alia, lay down conditions for determining the eligible officers' suitability for different grades in the Service, crucial dates of promotion in these grades, composition and working of the DPCs etc.
2. These guidelines have now been revised and the revised guidelines are enclosed.
3. It is requested that in the interest of uniformity and objectivity, these Revised Guidelines may be followed strictly, while granting promotion to the members of the Indian Forest Service in different grades. Members of the DPCs may also be suitably briefed on these guidelines at the time the meetings are held.

Yours faithfully,



( R. Chandramohan )

Joint Secretary to the Government of India

Copy to the Ministry of Personnel, Public Grievances & Pension (Department of  
Personnel & Training)

## GUIDELINES REGARDING PROMOTION OF MEMBERS OF THE INDIAN FOREST SERVICE AND COMPOSITION OF DEPARTMENTAL PROMOTION COMMITTEES

### I. APPOINTMENT TO SENIOR TIME SCALE

An officer is eligible for appointment to the Senior Time Scale on **completion of 4 years' service**, subject to the provisions of rule 6 A of the IFS (Recruitment) Rules, 1966. A Committee consisting of the Principal Chief Conservator of Forests or above and two officers of at least Chief Conservator of Forests level of the State Government concerned shall evaluate the performance of the eligible officers for deciding their suitability for promotion to posts in the Senior Time Scale. Subject to availability of posts, this scale can be allowed from or after 1st January during the relevant year in which officers become eligible for this scale.

### II. APPOINTMENT TO THE JUNIOR ADMINISTRATIVE GRADE

An officer is eligible for appointment in the Junior Administrative Grade on **completing 9 years of service**. This grade is non-functional and shall be admissible without any screening, as a matter of course, to all the officers of the Senior Time Scale from 1st January of the relevant year, except in cases where any disciplinary/criminal proceedings are pending against the officer.

### III. APPOINTMENT TO THE SELECTION GRADE

An officer of the Junior Administrative Grade shall be eligible for appointment to the Selection Grade on **completion of 13 years of service** as per the proviso to rule 3(3) of the IFS (Pay) Rules, 1968. A Committee consisting of the Chief Secretary, Principal Secretary-in-charge of Forest, Principal Chief Conservator of Forests of the State Government and Additional Principal Chief Conservator of Forests where ever available, shall screen the eligible members of the Service for promotion in this grade. This grade will be available from or after 1st January of the relevant year subject to availability of vacancies in this grade.



#### IV. PROMOTION TO THE POST OF CONSERVATOR OF FORESTS

The members of the Service who are working in the Selection Grade and have **completed 14 years of service** shall be eligible for appointment in the post of Conservator of Forests in the Scale of Rs. 16400-450-20,000 *at any time during the year* of their eligibility, subject to availability of vacancies in this grade. The Screening Committee to consider officers for promotion in this scale would consist of the Chief Secretary, Principal Secretary looking after the work of Forests and Principal Chief Conservator of Forests in State Government and Additional Principal Chief Conservator of Forests wherever available as members.

#### V. PROMOTION TO THE POST OF CHIEF CONSERVATOR OF FORESTS

The zone of consideration for promotion in this grade may consist of the officers who **have completed 18 years' service**. Promotion of officers thus cleared could be made *at any time during the relevant year*, provided vacancies in this grade are available. The Screening Committee to consider officers for promotion in this scale will consist of the Chief Secretary, Principal Secretary looking after the work of Forests, Principal Chief Conservator of Forests and one officer in the grade of Additional Principal Chief Conservator of Forests or holding higher post working in the Forest Department in State Government concerned, as members

#### VI. PROMOTION TO THE POST OF ADDITIONAL PRINCIPAL CHIEF CONSERVATOR OF FORESTS

The zone of consideration for promotion in this grade would consist of all the members of the Service who **have completed 25 years of service**. Appointment in this grade would be made from amongst the officers thus cleared, *at any time during the relevant year* and subject to the provisions of rule 9(7) of the I.F.S (Pay) Rules, 1968. The Screening Committee for the purpose shall consist of the Chief Secretary, Principal Secretary looking after the work of Forests and Principal Chief Conservator of Forests and one non-I.F.S. officer of the rank of Chief Secretary serving in the State/Additional Director General of Forests, Ministry of Environment & Forests, Government of India when the former is not available.

## VII. PROMOTION TO THE POST OF PRINCIPAL CHIEF CONSERVATOR OF FORESTS

The zone of consideration for promotion in this grade would consist of all the members of the Service who **have completed 30 years of service**. Appointment in this grade would be made from amongst the officers thus cleared, *at any time during the relevant year* and subject to the provisions of rule 9(7) of the I.F.S. (Pay) Rules, 1968. The screening Committee for this purpose shall consist of the Chief Secretary, Principal Chief Conservator of Forests and Principal Secretary looking after the work of Forests (who should be an officer in the pay scale of Rs.26000/-) failing which an Additional Chief Secretary level officer, and an officer not less than the rank of Special Secretary in the Government of India/ Addition Director General of Forests, Ministry of Environment & Forests, Government of India when the former is not available.

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