



सत्यमेव जयते

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Ministry of Environment & Forests
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No. 3-1/2004-RT

Dated: 12.07.2013

To

The Director,
Directorate of Forest Education,
P O New Forest, Dehradun -248 006

Sub: Enhancement of Training norms for Organizing Two weeks Refresher Courses for in-service SFS Officers/ Range Forest Range Officers/ Frontline Staff (Deputy Rangers/ Foresters/ Forest Guards) -regarding.

Sir,

I am directed to refer to your letter No. 54-43/Trg.I/DFT-2005/5280 dated 28.01.2013 on the subject mentioned above and to convey the approval of the competent authority for enhancement of training norms for Organizing Two weeks Refresher Courses for in-service SFS Officers/ Range Forest Range Officers/ Frontline Staff (Deputy Rangers/ Foresters/ Forest Guards) conducting by the Directorate of Forest Education and its constituent Academies (CASFOS) at Dehradun/Coimbatore/Burnihat and EFRC, Kurseong are as under:-

(i) Norms for General Refresher Courses/ workshops conducted in Government of India Institutes for SFS Officers

| S.No | Component | Existing Rates (Rs.) | Approved Rates (Rs.) |
|------|--|-----------------------------|---|
| 1. | Boarding and Lodging per day | 450 per day (fixed in 2005) | Rs. 600/- per day per participant (for 14 days) for Government accommodation and Rs.1200/- per day per participant for hotel accommodation subject to condition that such accommodation only when Government accommodation is not available or actual expenditure whichever is less |
| 2. | Reading Material | --- | Rs.1000/- per participant |
| 3. | Honorarium to Resource Persons | --- | Rs.500/- for servings Rs.1000/- for non-serving per session (90 minutes) (as per DoPT's order No.13024/2/2008-Trg.I dt 03.03.2009) |
| 4. | Transportation expenses for field visits | --- | Lump-sum amount of Rs. 30,000/- per course. |
| 5. | Conveyance charges for expert/ resource persons | --- | Lump-sum amount of Rs. 30,000/- per course |
| 6. | Hiring of IT services, consumables, banners , training hall maintenance etc. | --- | Lump-sum amount of Rs. 25,000/- per course. |

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(ii) Norms for General Refresher Courses/ workshops conducted in Government of India Institutions for Forest Range Officers

| S.No | Component | Existing Rates (Rs.) | Approved Rates (Rs.) |
|------|--|---|---|
| 1. | Boarding and Lodging per day | 250 per day participant (fixed in 2003) | Rs. 500/- per day per participant (for 14 days) for Government accommodation and Rs. 1000/- per day per participant for hotel accommodation subject to condition that such accommodation only when Government accommodation is not available or actual expenditure whichever is less. |
| 2. | Reading Material | --- | Rs.750/- per participant |
| 3. | Honorarium to Resource Persons | 300 (fixed in 2006) | Rs.500/- for servings Rs.1000/- for non-serving per session (90 minutes) (as per DoPTs order No.13024/2/2008-Trg.I dt 03.03.2009) |
| 4. | Transportation expenses for field visits | 15000 (fixed in 2006) | Lump-sum amount of Rs. 20,000/- per course. |
| 5. | Conveyance charges for expert/ resource persons | --- | Lump-sum amount of Rs. 20,000/- per course |
| 6. | Hiring of IT services, consumables, banners , training hall maintenance etc. | --- | Lump-sum amount of Rs. 20,000/- per course. |

(iii) Norms for General Refresher Courses/ workshops for Frontline Staff (Deputy Rangers/ Foresters/ Forest Guards) to be conducted in the FTIs in different States

| S.No | Component | Existing Rates (Rs.) | Approved Rates (Rs.) |
|------|--|----------------------------|--|
| 1. | Boarding and Lodging per day | 250 (fixed in 2003) | Rs. 400/- per day per participant (for 14 days) for Government accommodation |
| 2. | Reading Material | 250 (fixed by DFE in 2003) | Rs. 500/- per participant |
| 3. | Honorarium to Resource Persons | 300 (fixed in 2006) | Rs. 500/- per session (90 minutes) maximum 52 sessions for 14 days |
| 4. | Transportation expenses for field visits | 15000 (fixed in 2006) | Lump-sum amount of Rs. 20,000/- per course. |
| 5. | Conveyance charges for expert/ resource persons | --- | Lump-sum amount of Rs. 15,000/- per course |
| 6. | Hiring of IT services, consumables, banners , training hall maintenance etc. | --- | Lump-sum amount of Rs. 5,000/- per course |


2. The above rates have also been approved by the IFD with the following conditions:-

(a) The rates prescribed for rented accommodation will be availed only when Government accommodation is not available. In all cases where such facilities of Govt. accommodation is available in the Training Institute, the outstation trainees will have to avail such facility and not allowed to have private/ rented accommodation.

(b) In cases where the trainees are forced to put up in private/ rented accommodation the rates admissible would be as stated in table (i) & (ii) or actual expenditure incurred by the participant for boarding & lodging, whichever is less.

3. This issues with the approval of Integrated Finance Division vide Diary No. 1067/Dir (FF)/2013 dated 29.06.2013.

Yours faithfully,


(Dr. D. K. Sharma) 12/7/13

Dy. Inspector General of Forests (RT)