

**Government of India**  
**Ministry of Environment Forest and Climate Change**  
**(RT Division)**

5th Floor, Vayu Wing,  
Indira Paryavaran Bhawan,  
Jor Bagh Road, New Delhi - 110003  
**Dated: 9<sup>th</sup> February, 2024**

To,

The Director/Course Coordinator,  
Training Institute/Organization (As per list attached)

**Sub: Confirmation letter for Training of Other Stakeholders and Personnel of Other Services Class-I, II & III for the current financial year 2024-25- reg**

Sir/Madam,

I am directed to inform you that the Ministry has approved the Training for Other Stakeholders and Training of Personnel of Other Services for the financial year 2024-25. The approved calendar is enclosed at **Annexure-I**

2. Ministry has approved the rates of training/ workshop for Training of Other Stakeholders and Training of Personnel of Other Services as given below: -

**(a) Training of Other Stakeholders (for three days)**

Sl. No	Name of the Items	Rates
(i)	Boarding & Lodging (on actual basis)	Rs. 3,000/- per participant x 3x 3 days =Rs. 2,70,000/-
(ii)	(i) TA/DA of resource persons including honorarium (ii) TA of participants restricted to Train/Bus Fare including part compensation for loss of baggage for non-government persons (lumpsum)	Rs.50,000/- Rs.75,000/-
(iii)	Expenses towards field trip (lumpsum)	Rs. 40,000/-
(iv)	Training materials with Kit (on actual basis) Rs. 600 per participant	Rs. 30,000/-@Rs. 1,000/-per kit

(v)	Banners and other required advertisement needs	Rs. 17,000/-
(vi)	Miscellaneous Expenditure of the Institute for printing and local arrangements (Lumpsum)	Rs. 18,000/-
	<b>Total</b>	<b>Rs. 5,00,000/-</b>

**(b) Training of Personnel of Other Services for Class-I/Group- A officers (for three days)**

Sl. No	Name of the Items	Rates
(i)	Boarding & Lodging (on actual basis)	Rs. 5,500/- per participant x 30x 4 days =Rs. 6,60,000/-
(ii)	(i) TA/DA of resource persons including honorarium (ii) TA of participants restricted to Train/Bus Fare including part compensation for loss of baggage for non-government persons (lumpsum)	Rs.1,00,000/-
(iii)	Expenses towards field trip (lumpsum)	Rs. 50,000/-
(iv)	Training materials with Kit (on actual basis) Rs. 600 per participant	Rs. 60,000/-@Rs. 2,000/-per kit
(v)	Banners and other required advertisement needs	Rs. 90,000/-
(vi)	Miscellaneous Expenditure of the Institute for printing and local arrangements (Lumpsum)	
	<b>Total</b>	<b>Rs. 9,60,000/-</b>

**(c) Training of Personnel of Other Services for Class-II and Class III) (for three days)**

Sl. No	Name of the Items	Rates
(i)	Boarding & Lodging (on actual basis)	Rs. 3,000/- per participant x 30x 3 days =Rs. 2,70,000/-
(ii)	(i) TA/DA of resource persons including honorarium (ii) TA of participants restricted	Rs.90,000/-

	to Train/Bus Fare including part compensation for loss of baggage for non-government persons (lumpsum)	
(iii)	Expenses towards field trip (lumpsum)	Rs. 45,000/-
(iv)	Training materials with Kit (on actual basis) Rs. 600 per participant	Rs. 30,000/-@Rs. 1,000/-per kit
(v)	Banners and other required advertisement needs	Rs. 17,000/-
(vi)	Miscellaneous Expenditure of the Institute for printing and local arrangements (Lumpsum)	Rs. 18,000/-
	<b>Total</b>	<b>Rs. 4,70,000/-</b>

3. As per the revised guidelines of Ministry of Finance (MoF), ICFRE has been nominated as Central Nodal Agency (CNA) for the scheme FTCB and Union Bank of India is the authorized banker for the scheme.

4. All the concerned training institutes are requested to open a child account with zero balance in Union Bank of India for releasing funds for training under the scheme Forestry Training and Capacity Building (FTCB) and map this account on PFMS System with CNA account, opened by ICFRE for smooth conducting of training. Compliance of this may be informed to ICFRE under intimation to the Ministry by 29<sup>th</sup> February 2024.

5. The advance amount will be released to the ICFRE for further releasing to the releasing to the institutes for conducting Training of Other Stakeholders through CNA. The balance amount will be reimbursed on actual basis after receiving the following documents: -

- (i) Course director report
- (ii) Photographs
- (iii) Pre-receipted bills
- (iv) Feedback forms
- (v) Study Material

6. It is requested to kindly coordinate with Mr. Vinay Kant Mishra, ADG (Education & RB) & Mr. Sanjeev Kumar Sachdeva at ICFRE, Dehradun, Ph: 9410101639 for any query regarding CNA so that fund may be transferred to respective institutes on time and for smooth conducting of trainings.

Yours faithfully,

Encl:- as above

(Sujeena Thakur)

Asstt. Inspector General of Forests (RT)

Tel: 011-20819273

E-mail: hp199.ifs@nic.in

Copy to:- The Director General, ICFRE, Dehradun

ANNEXURE-I

**CALENDER OF TRAINING OF OTHER STAKEHOLDERS DURING THE FINANCIAL YEAR 2024-25**

Sl. No	Name of the Institute	Topic	Target Group	Tentative Date
1	Indian Institute of Forest Management (IIFM), Bhopal	Creating Sustainable Organization: Role of Marketing, Finance and Operations Management	Other Stakeholders	24-26 April, 2024
2	Narmada Samagra, Bhopal	वनवासी क्षेत्रों में मृदा एवं जल संरक्षण कार्यों के प्रति जागरूकता, उपादेयता एवं वैज्ञानिक विकसित करना तथा पारंपरिक/उत्पादों का महत्व बताना	कृषक-वन सुरक्षा समितियों के सदस्य एवं जैव विविधता समितियों के सदस्य एगो फारेस्ट्री से संबंधित व्यक्ति स्व सहायता समूह के पुरुष एवं महिला अन्य प्रतिभागी जिनकी बांस लगाने में रुचि हो	24-26 April, 2024
3	Himalayan Forest Research Institute (HFRI), Shimla	Cultivation and Conservation of Important Temperate Medicinal Plants for Livelihood Generation	Other stakeholders	06-08 May, 2024
4	School Of Wildlife	Workshop on introduction to	M.V.Sc and PhD Scholars from veterinary colleges	20-22 May, 2024