



भारत सरकार, पर्यावरण वन एवं जलवायु परिवर्तन मंत्रालय  
Government of India, Ministry of Environment, Forest and Climate Change  
वन शिक्षा निदेशालय, देहरादून / Directorate of Forest Education, Dehradun

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No.4-547/Trg.-II/DFT-2012/Part-II/3347-52

Dated: 17 October, 2025

**Office Order**

The Directorate of Forest Education (DFE) conducts the **two-year Induction Course** for **State Forest Service (SFS) Officers** through its constituent Central Academies located at **Burnihat, Coimbatore, and Dehradun**.

In the past the **rates of training expenses** for the two-year SFS Induction Course have been revised periodically as per the provisions of the **Entrance and Training Rules, 2004 for SFS**, and instructions received from Government of India from time to time.

The existing rates for various components for the entire duration of the course per trainee was last revised in **March 2022**, details of which are given below:

| S.N.  | Particulars  | Rate           |
|-------|--|----------------|
| 1     | Tuition fee  | Rs. 1,50,000/- |
| 2     | Tour Expenses (Excluding journey expenses during joining, leaving and vacation/ leave) | Rs. 3,10,000/- |
| 3     | Equipment Allowance  | Rs. 1,00,000/- |
| 4     | Institutional Charges  | Rs. 50,000/-   |
| Total |  | Rs.6,10,000/-  |

As per the **Consumer Price Index (CPI)**, between the years 2022 and 2025, the cost of commodities and services has increased by **20%** approximately. Due to the increased cost of commodities and services, the maintenance and logistics costs related to the induction course of SFS Officers has also proportionately increased during this period. Therefore, it has become necessary to revise the existing rates to ensure smooth conduct of the induction course.

Accordingly, in exercise of the powers vested under **Rule 30, Section IV of the "Entrance & Training Rules (Revised), 2004"** for State Forest Service Officers, the revised rates for various components for the entire duration of the course per trainee for the two-year Diploma Course in Forestry at the Central Academies of State Forest Service are hereby notified as under:

| Sl. No. | Particulars                     | Revised Rates  |
|---------|---------------------------------|--|
| 1       | Tuition Fee                     | Rs.1,75,000/-  |
| 2.      | Tour Expenses <sup>1</sup>      | Rs.3,65,000/- per trainee or as estimated by the Principal of the concerned Academy, whichever is lower. |
| 3.      | Equipment Allowance per trainee | Rs.1,10,000/-  |
| 4.      | Institutional Charges           | Rs.60,000/-  |
| Total   |                                 | Rs.7,10,000/-  |

<sup>1</sup>Excluding journey expenses during joining, leaving and vacation/leave.

The above rates will come into effect from 1<sup>st</sup> November 2025 and shall be applicable for the SFS Induction Courses beginning after this date.

### Further Instructions

1. The revised rates shall be applicable to **SFS 2025–27 batches** commencing on or after **1<sup>st</sup> November, 2025**.
2. **Caution Money (Refundable):** Rs. 10,000/- shall be deposited by each Officer Trainee at the time of admission. This amount shall be refunded by the respective Academy after adjusting any dues, upon completion of the course.
3. **Stipend:** If the Officer Trainee of any State is being paid stipend instead of salary by the concerned state government, then the stipend amount shall be not less than **Rs. 53,100/- per month**.
4. **Travel Entitlement:** Lodging and travel expenses during official tours shall be as per **Government of India T.A. Rules**, and as per the entitlement of the corresponding grade pay level. In case of fund shortage, lower rates may be adopted by the Academy; however, any unavoidable higher expenditure must be duly approved by the competent authority.
5. **Equipment & Other Items:** The indicative list of equipment and training materials to be provided to SFS Officer Trainees is enclosed as **Annexure–I**. The list is suggestive, and the Head of Institution may exercise discretion as per training requirements.  
  
All procurements must comply with the **General Financial Rules (GFR) of Government of India**, and the purchase committee shall include **three trainee representatives** from the concerned batch.
6. **Tour Arrangements:** Expenses on vehicle hire, train/flight tickets, and hotel accommodation for both faculty and officer trainees during approved tours shall be met from the allocated Tour Expenses head.
7. **Institutional Charges Utilization:** In case of fund shortage under OE Head, expenditure on hiring of contractual staff for essential duties related to the two-year induction course may be met from the Institutional Charges.
8. **Hostel & Utilities:** Expenditure towards electricity, water, hostel consumables, IT facilities, and other training-related services during the trainees' stay (excluding tours, OJT, and term breaks) shall be proportionately met from the Institutional Charges.
9. **Contractual Faculty:** Services of contractual faculty may be engaged against vacant posts of Lecturers/ Scientists or for specialized modules, subject to prior approval of the competent authority, and expenses may be met from Institutional Charges.
10. **Accounting & Refunds:** Principals of all Academies shall maintain accounts of expenditure under each head as per Government of India financial rules. The balance amount or excess expenditure, if any, shall be refunded or demanded from the sponsoring authority within **three months** of course completion.

Encl: Annexure-I

  
(Meera Menon, IFS)

Director Forest Education

Distribution: -

1. The Forest Secretary, all States/Union Territories.
2. The Principal Chief Conservator of Forests (HoFF), all States/Union Territories.
3. The Director, IGNFA, for kind information
4. The Deputy Inspector General of Forests (RT), Govt. of India, MoEF&CC, New Delhi.
5. The Principal, Central Academy of State Forest Service, Dehradun/Coimbatore/Burnihat for information and necessary action.
6. Guard File.



## Annexure-I

| Indicative List of Equipment & other items to be provided to SFS Officer Trainees |   |                        |
|---|---|------------------------|
| S.N.  | Item  | Approx cost (Lump Sum) |
| <b>Category -A Uniform Accessories &amp; Field kit items</b>                      |   |                        |
| 1   | Sport Shoe, Lower White for Ladies, White Short for Gents, White T-shirt for Ladies & Gents, Track Suit with Academy Logo for ladies & Gents - 02 Sets, Badminton Racket - 1 No.  | 10000                  |
| 2   | Grey Full Pant & Full shirt 2 pair, White shirt & Grey Pant - Ladies Dress 2 pair ( White Kameej & Grey Salwar with Grey Dupatta), Grey Woolen Pullover No 1, Socks (Black & White 3 pair), Black Shoe & Trekking shoe 1 pair | 12000                  |
| 3   | Blazer (Navy Blue) with Academy logo  | 5000                   |
| 4   | French Curves   | 500                    |
| 5   | Academy Tie/Scarf   | 500                    |
| 6   | Rain Suit/ Umbrella   | 750                    |
| 7   | Khukri with Knife and Cover & Torch   | 750                    |
| 8   | Belt & ID card  | 1000                   |
| 9   | Rucksack & Sleeping Bag / Trolley bag   | 3500                   |
| 10  | Water Bottle  | 1000                   |
| 11  | Hunter Shoe (Field Shoe)  | 3000                   |
| 12  | Knap sack   | 1000                   |
| 13  | Hiking Stick  | 500                    |
| 14  | Yoga Mat  | 500                    |
| 15  | Field Uniform-camouflaged full pant & shirt with cap - 2 sets   | 5000                   |
| <b>Category -B Stationary &amp; Books</b>   |   |                        |
| 16  | Survey Stationaries, Drawing Box, Set Square & Measuring Tape, Forestry Books for SFS Officer as per their requirement  | 10000                  |
| <b>Category -C Misc Items</b>   |   |                        |
| 17  | Motor Driving Training  | 3000                   |
| 18  | Contingent Expenditure on Annual Sports Meet Shared by all trainees for common benefit/use of trainees  | 5000                   |
| 19  | Academy Annual Function/Convocation shared by trainees for common benefits/use of trainees  | 5000                   |
| <b>Category -D Equipments</b>   |   |                        |
| 20  | Items of common use printer, cartridge, photos,copies/Fax/Scanner   | 4000                   |
| 21  | Binocular   | 8000                   |
| 22  | Computer consumable harddrive, pendrive, sheets etc   | 5000                   |
| 23  | Other Equipments & Items  | 25000                  |
| <b>Total Expenditure SFS Training</b>   |   | <b>110000</b>          |

Note\* The cost are indicative only and are subject to variations

  
 (Meera Iyer, IFS)  
 Director Forest Education