

GOVERNMENT OF NCT OF DELHI
DEPARTMENT OF FORESTS & WILDLIFE
A-BLOCK, 2ND FLOOR, VIKAS BHAWAN, I.P.ESTATE,
NEW DELHI-110002.

F.8(129)/FOREST/HQ/PLG.II/Tree Cell/2021-22/11975-78

Dated: 16/3/22

ORDER

Subject: Strengthening of Tree cell in Forest divisions and headquarter- reg.

Approval of PCCF/ Head of Department is conveyed for additional man power for strengthening of Tree cells in the divisions and headquarter (structure placed at Annexure-I & II) as detailed below:-

SN	Designation	Deployment	Existing strength	No. of additional man power approved.
1.	Project Associate (Legal)	South Forest Division	0	01
		West Forest Division		01
		North Forest Division		01
		Central Forest Division		01
2.	Data Entry Operator	Headquarter	0	02
		South Forest Division	3	04
		West Forest Division	1	06
		North Forest Division	1	06
		Central Forest Division	1	06
3.	Draughtsman	Headquarter	0	1
4.	Project Associate (Monitoring & Accounts)	Headquarter	0	1
5.	Executive Staff	Headquarter	0	1
		South Forest Division	1	2
		West Forest Division	2	1
		North Forest Division	2	1
		Central Forest Division	2	1

The expenditure incurred in the above strengthening of tree cell in the Forest divisions will be drawn from Administration cost in different ongoing projects in divisions. DCF (Central) shall bear cost of additional manpower for headquarters as approved above.

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Further, Tree Cells of the divisions shall have following 04 divisions to perform the following functions & same should be ensured by all Tree officers:-

1) Tree felling permission cell:

- i) Tree Officers are to follow following timelines once strengthening is completed:-
 - (a) Felling permission for dangerous trees on the same day or the next day.
 - (b) Pruning permission preferably within 7 days
 - (c) Permission for felling less than 10 trees preferably within 15 days
 - (d) File for submission to competent authority for Permission for felling more than 10 trees preferably within 15 days
- ii) Shall issue of reminders for submission of compliance for previous permissions starting from date of first permission.
- iii) Shall expedite inspection of compensatory plantation for previous years
- iv) Shall Forfeiture of security deposits for non compliance of past orders
- v) Shall issue of orders of release of security deposits for compliance of all terms and conditions received against the permission.
- vi) Shall expedite recovery of cost of plantation under section 12 of DPTA.

2) Tree offence cell:

- i) Shall Mark inspection for all grievances/ complaints received from public as well as executive staff on the same day.
- ii) Shall prepare inspection report for all complaints received by pursuing with concerned IO.
- iii) Shall issue of Notices for all the offence cases promptly.
- iv) Shall prepare of Orders for all the cases compounded.
- v) Shall filing of case in Hon'ble Court, for cases which are not compounded.
- vi) There are lots of cases of previous years which are pending and the same shall be processed promptly.

3) Monitoring Cell:

- i) Shall review Google Earth Pro and Bhuvan images for the site of each offence which shall be placed in all the offence case file before hearing.

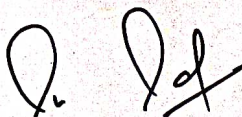
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- ii) Shall prepare GIS layer of all compensatory plantation in previous years.
- iii) There are lots of RTI regarding offence case and they shall be attended promptly.
- iv) There are lots of RTI and grievances regarding permissions and the same shall be addressed promptly.
- v) There are many citizens and government departments which face various problems in filling up the form and submitting relevant documents for approval. Hence, a dedicated person shall be placed at accessible and visible site in the Division office for helping them.
- vi) The court cases have also increased regarding tree offences and many a times speaking orders shall be issued regarding them.
- vii) Shall prepare monthly report in prescribed formats for pending cases for permission, status of civil deposit, pending offence cases, permissions given, etc.
- viii) Shall prepare a quarterly report detailing the particulars of permission given for felling of trees and upload the same on the departmental website and e-Forest web portal.
- ix) Shall prepare an annual report on compliance of compensatory plantation done against the permissions, instances, where security deposit, given for felling of trees, is forfeited and release of security deposit on successful completion of plantation. This report shall also be uploaded on the departmental website and e-Forest web portal.”

The DEOs deployed in the headquarter shall process the cases of permission under Delhi Preservation of Trees Act (DPTA), compile data submitted by divisions regarding functioning of Tree Cell (quarterly and annual report) and analyzing the compile data. The Project Associate (Monitoring & Accounts) shall organize the accounts of Civil Deposit on accounting software like Tally, etc. for planning the activities to be taken up based on real time data.

The above approval of additional manpower will be reviewed based on quarterly and annually report to be prepared as mentioned above by each division and the headquarter.

This issues with the approval of the Competent Authority.


(Amit Anand)
Deputy Conservator of Forests (P&M)

F.8(129)/FOREST/HQ/PLG.II/Tree Cell/2021-22/11975-78

Dated: 18/3/22

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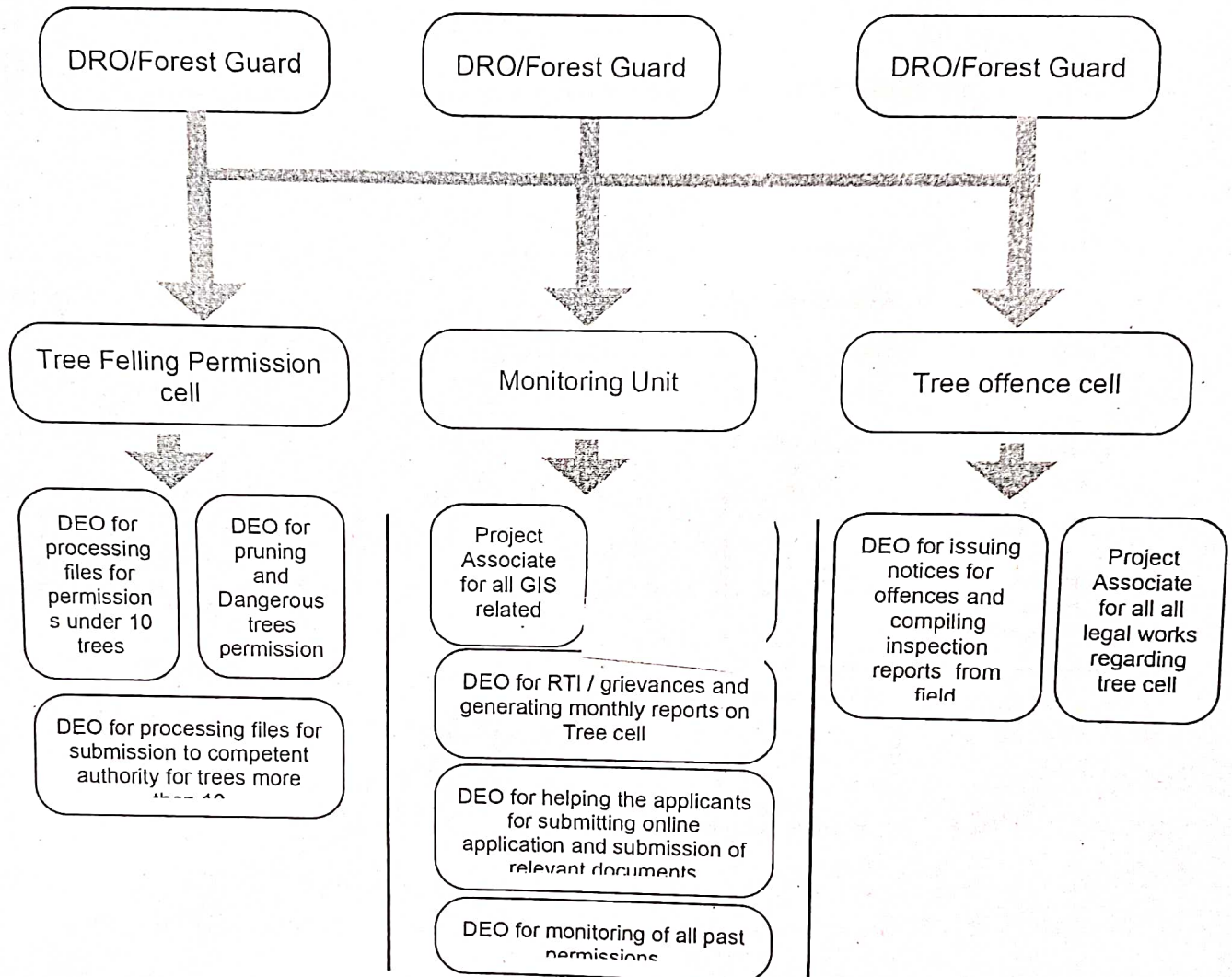
1. PS to Principal Secretary (Environment & Forests), GNCT of Delhi for kind information.
2. PS to PCCF/ HOD, Govt. of NCT of Delhi for kind information.
3. PA to CF, Govt. of NCT of Delhi for kind information.
4. DCF (South/ West/ Central/ North), Deptt. of Forests and Wildlife, GNCT of Delhi.



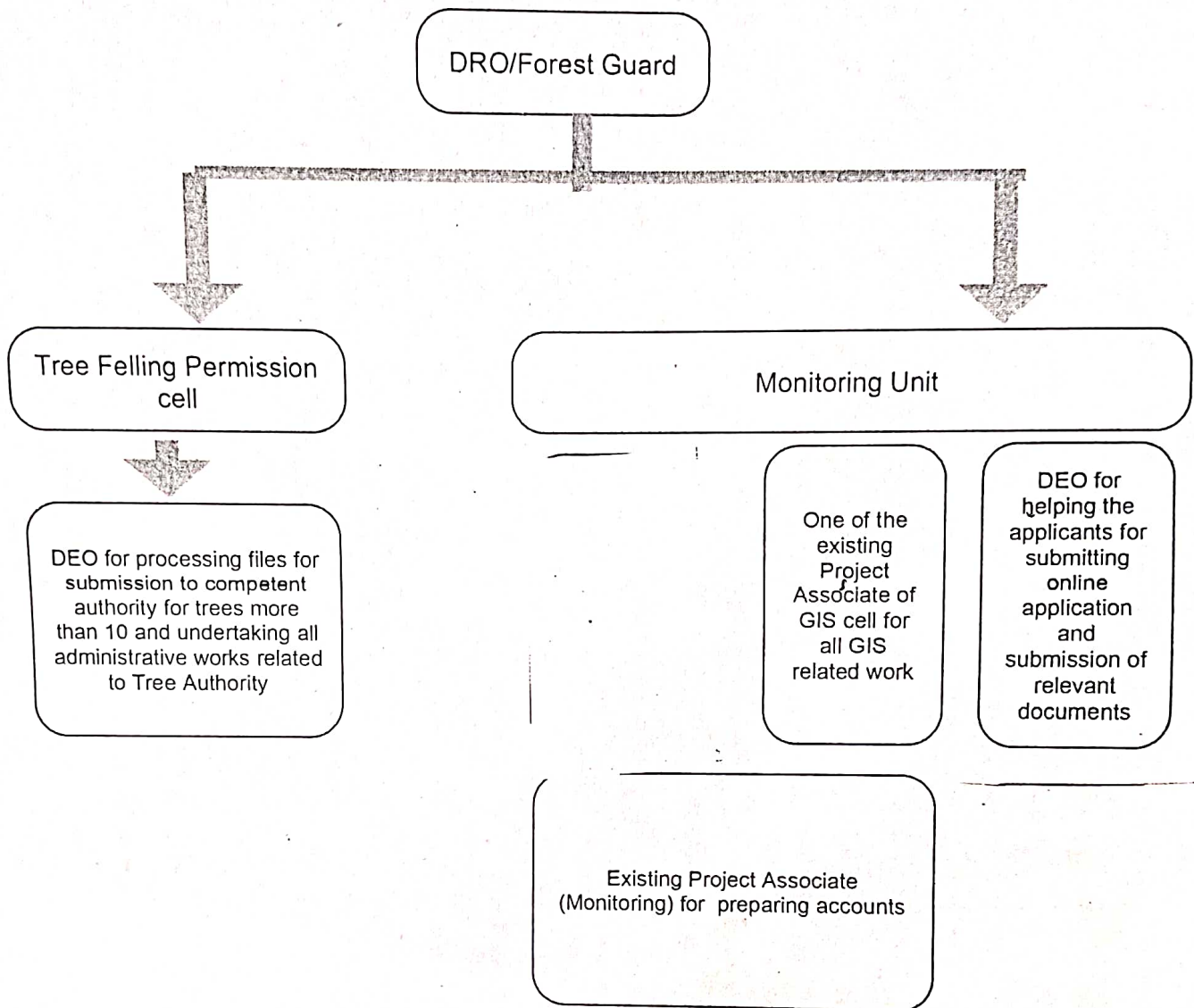
(Amit Anand)

Deputy Conservator of Forests (P&M)

Annexure I: Distribution for Tree cell in Divisions



Annexure II: Distribution for Tree cell at Headquarter



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