



सत्यमेव जयते

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Ministry of Environment & Forests
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No. 15-10/2003-RT/T

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To

The Principal Chief Conservator of Forests,
(All States/UTs)

Sub:- Guidelines for Sponsoring of One-Week Refresher Training Course/Two-day Training Workshop for Indian Forest Service Officers-regarding.

Sir,

As you are aware, that the Ministry of Environment and Forests (MoEF), Government of India have been sponsoring one-week refresher training courses and two-days training workshop for the IFS officers on various topics/themes related to forestry, wildlife and environment management & administration and other related topics for management in government organized by premier institutions/organizations in the country.

2. In continuation & partial modification of the guidelines issued by MoEF vide letter of even number dated 25.02.2010, the following guidelines regarding participation in the One-week courses/Two-day workshops sponsored by the Ministry of Environment and Forests may kindly be brought to the notice of all the IFS officers.

- a. The officers who have just passed out of IGNFA and are undergoing mandatory attachments in States shall not be nominated till they are promoted to Senior Time Scale.
- b. The Batches undergoing/undergone MCT programmes shall not be nominated for a minimum of one year from the year of MCT. Special thematic workshops are proposed for them say after about six months of completion of MCT for recapitulation of the lessons learnt in MCT and their practical use.
- c. The senior batches who are in the Apex Scale will be excluded from any trainings/workshops.
- d. An attempt will be made that every available officer is nominated every year in a One-week courses/Two-day workshops.
- e. The State Governments/ PCCFs/ officers are requested to intimate the Ministry immediately in case an officer is nominated for a training course/workshop at a station where he/she has been nominated for a training course/workshop during the last three years.
- f. The nomination of the officer will be prioritized on the following basis in that order:
 - (i) Officers not nominated in the last three years;
 - (ii) Officers recommended by the PCCF;
 - (iii) Personal choice of the officer.
- g. The officer either nominated in one-week training or in two-day workshop during a particular financial year.

- h. The lists are normally prepared and communicated two to two and a half months in advance to the State Governments and the Institutes. No requests for additions/ change will be entertained once the lists have been finalized and communicated.
- i. In order to ensure full participation of the nominated officers in the courses, it has been decided that if an officer nominated fails to participate in the training course, he/ she will not be nominated for the courses for the next two years unless the reasons for not participating were beyond the control of the officer.
- j. The institutions have been given instructions to forward in original the attendance sheet of the participants. The officers, who have not been serious in participating in the training course/workshop, will not be nominated for training courses/workshops for the next two years.

Yours faithfully,



(Shally Ranjan)

Assistant Inspector General of Forests (RT)