

**MINUTES OF 125TH MEETING OF STATE FOREST TRAINING ADVISORY
COMMITTEE HELD ON 31ST OCTOBER, 2017 AT ARANYA BHAWAN**

The 125th meeting of the State Forest Training Advisory Committee was held on 31st October, 2017 at Aranya Bhawan Conference Room.

The following officers attended the meeting:

Sl	Name and Designation	Position in the Committee
1	Sri Chandan Sinha, IAS Principal Secretary, Department of Forests, Govt. of WB	Chairman
2	Sri Narendra Kumar Pandey, IFS Principal Chief Conservator of Forests & HoFF, W.B	Member
3	Sri J. T. Mathews, IFS Principal Chief Conservator of Forests Research, Monitoring & Development, WB	Member
4	Sri R. K. Sinha, IFS Principal Chief Conservator of Forests Wildlife, WB	Member
5	Sri S. Dhaundyal, IFS Managing Director, W. B. Forest Development Corp. Ltd.	Member
6	Sri S. Barari, IFS Principal Chief Conservator of Forests General, WB	Member
7	Sri Debal Ray, IFS Addl. PCCF & Chief Project Director, WB Forest Biodiversity Cons. Project	Member
8	Sri Rajesh Kumar, IFS Chief Conservator of Forests, Research & Development, WB	Member
9	Sri. P. K. Pandit, IFS Chief Conservator of Forests, Personnel Management Cell, WB	Member
10	Sri. S. Mukhopadhyay, IFS Conservator of Forests, Development Circle, WB	Member Secretary
11	Sri P. R. Pradhan, IFS Director, West Bengal Forest School, Dowhill.	Invitee
12	Sri A. Panda, WBFS Director, State Forest Training Institute, Hijli	Invitee

The discussions held in the meeting against the proposed agenda and decisions taken thereof are detailed below.

1. Confirmation of minutes of last State Forest Training Advisory Committee held on 22-04-2014.

Discussions :

The Member Secretary informed that there has been no communication from the members of the Committee with regard to the minutes of the 124th meeting held on 22.04.2014. As such, he proposed that the minutes of the 124th meeting may be taken as confirmed.

Decision:

The minutes of the 124th meeting of the State Forest Training Advisory Committee is confirmed.

2. Discussion on the Action Taken Report on the Minutes of the 124th meeting

The Action Taken Report of the Minutes of the 124th meeting was placed before the Committee for discussion.

Discussions:

The Action Taken Report of the 124th meeting was considered by the members. The CF DC and Member Secretary of the SFTAC apprised the member in detail on the actions taken so far, which is given in **Annexure 1**. During discussion some of the important points which emerged and decisions taken are given below

(a) Revision of the training rules

Some of the members enquired about the status of revision of training rules of the DR/Fr. the Member Secretary informed that the same has been sent to the Forest Dept for approval. It was felt that the matter need to be pursued earnestly. The members also observed that owing to a huge backlog of training of DR/Fr and FGs promotee are often imparted training at the fag end of career, which is superfluous.

Decision:

- (i) Training Rule of DR/Fr need to be notified soon by the Forest Dept. CF/DC will pursue the matter with Forest Dept. in keeping with the outcome of the training need assessment.*
- (ii) The promotee FG or DR/Fr due to retire within a period of less than 6 (six) months, need not be trained as a matter of policy.*

Action: Forest Department.

(b) Training need Assessment

During the discussion The Principal Secretary Department of Forests emphasized the need of and importance of training. The members felt that the need assessment should be a consultative process and the outcome of the same should be reflected in the draft training rules. The members felt that the promotee FRs should also be imparted training. Accordingly, the following decisions were taken.

Decision:

- (i) Assessment on requirement of training, based on feedback from the trainee DR/Fr and FGs and the feedback from the DFOs should be done. The assessment should be done in the light of present syllabus.*
- (ii) Assessment should be done through a designed questionnaire by a Committee comprising the following members:*

- Chief Conservator of Forests, Research & Development, WB - Chairman
- Conservator of Forests, Development Circle, WB - Member Secretary
- Director, West Bengal Forest School, Dowhill - Member
- Director, State Forest Training Institute, Hijli - Member

The Committee will assess the recruitment of need based training on the basis of existing syllabus, content, design and duration of training / based on TOR to be decided by SFTAC.

- (iii) *Changes required, if any, in keeping with the feedback received should be incorporated in the draft training rules, subject to ratification by the SFTAC*
- (iv) *Promotee FG and DR/Fr. training duration may be designed for one month only, subject to the acceptance by the Committee.*

Action: PCCF / HoFF

(c) Finalization of Recommendation

The members felt that consolidation and finalization of the Report of the Committee should be done through a consultative process involving field level officers also. Accordingly, the following were decided.

Decision

- (i) *A workshop may be organized in State Forest Training Institute, Hijli where the field level officers would participate. The WB Forest Biodiversity Conservation Project may be approached for funding the workshop.*
- (ii) *Report of the Committee on Training Need Assessment and the suggestions obtained in the workshop should be placed before the SFTAC as early as possible for finalization.*
- (iii) *The changes in the rule as it emanates from the workshop recommendations and finalized by the SFTAC along with the ratified Committee report should be incorporated in the training rules.*

Action: CF/DC

3. Approval of Training Calendar for the year 2017-18

Training calendar for the year 2017-18 was placed by the CF Development Circle before the Committee for approval.

Discussions:

The members deliberated upon the need for introduction of capsule courses / refresher courses as done for other services. The members felt that the field level officers should be kept updated on the latest developments. It was also expressed by few members that some training capsules of 3-4 days should be organized as internship on payment basis. Some of the names suggested for the internship capsule were *Aranya Katha, Green Camp, Sabuj Path, Chalo Jai sobuje.* Some of the members also favoured organization of few trainings for the promotee DR/FRs for specific skill upgradation.

Decision :

- (i) *Committee approved the training calendar as proposed.*

(ii) The Committee suggested to organize 3 capsule trainings of one month duration each, one each in West Bengal Forest School, Dowhill, Forestry Training Centre, Rajabhatkhawa and State Forest Training Institute, Hijli, during the Financial Year 2017-18. These are to be included in the Training Calendar 2017-18 and details may be placed to SFTAC for approval. West Bengal Forest Biodiversity Conservation Project may be approached for funding of the three trainings.

(iii) One "Green Camp" Training of 3 (three) days duration for School, College & University students will be organized at Forestry Training Centre, Rajabhatkhawa and State Forest Training Institute, Hijli on payment basis by the participants. First one and half days will be spent on theoretical classes and rest one and half days may be kept for field visits, which will include 'Bird Watching', 'Animal Watching', 'Tree Identification', 'Butterfly Identification', 'Bee & Termites Hives' visit etc. The matter should be advertised adequately.

(iv) A Committee comprising of the following members should be constituted for designing the "Green Camp" Course Content, Fees structure / Costs, as per package and to propose name(s) of the said training.

The Committee consists of the following officials:-

- | | |
|--|------------------|
| i) Additional Principal Chief Conservator of Forests, Wildlife | Chairman |
| ii) Chief Conservator of Forest, Head Quarter | Member |
| iii) Director, State Forest Training Institute, Hijli | Member Secretary |
| iv) Director, West Bengal Forest School, Dowhill | Member |

The Committee should submit their report to SFTAC by November, 2017 for approval.

(v) One month Internship course of 4 days duration, for University students on Wildlife and Watershed Management may be organized at West Bengal Forest School, Dowhill. The above Committee will also explore its details and report to SFTAC.

Action: CF/DC

4. Approval of training courses (59th, 107th, 108th& 109th Batch) :

The CF DC mentioned that the training courses of 59th Forest Guard training, 107th DR/Fr training, 108th and 109th direct recruit DR/Fr training courses have either been concluded or nearing completion. The matter was placed before the Advisory Committee for post facto approval of conducting the courses. A list of examiners for courses upto 108th batch of direct recruit DR/Fr was placed before the members for approval.

Discussions:

During discussion it revealed that though PT is an integral part of these courses, the training institutes do not have any PT instructor. It is important to impart training of PT in proper way and since the courses are expected to continue, one PT instructor may be appointed for the institute. It was also discussed that for maintaining the infrastructure and smooth running of courses there is need of a caretaker.

Decision:

- (i) The Advisory Committee duly considered the matter and accorded approval for running the courses.
- (ii) One Caretaker post for each of the Training Institute i.e. West Bengal Forest School, Dowhill and State Forest Training Institute, Hijli, will be done by re-designating the existing post. The matter may as proposed to the Committee for Re-organization of subordinate posts.
- (iii) One PT Instructor, preferably Ex-serviceman, may be engaged on contractual basis during training courses.
- (iv) The list of examiners for courses upto 108th batch of DR/Fr as placed by the CF DC was approved by the Advisory Committee. This is given in **Annexure 2**.

Action: CF/DC and Director/SFTI.

5. Approval of shifting of trainees of 107th Batch from WBFS, Dowhill to SFTI, Hijli.

Shifting of 22 numbers of DR/Fr. Trainees of 107th Batch from West Bengal Forest School, Dowhill to State Forest Training Institute, Hijli had to be done due to disturbances in hills. The matter was brought to the notice of authorities and State government and accordant action was taken. The matter was placed before the Advisory Committee for formal approval.

Decision :

Committee took a note of it and approved the shifting of 22 trainee DR/Fr of 107th batch from WBFS Dowhill to SFTI Hijli.

Action: CF/DC already taken as approved by PCCF/HoFF before shifting.

6. Progress of JICA Funded project at WBFS, Dowhill and SFTI, Hijli.

The progress and completion of JICA funded project "Capacity Development for Forest Management and Training of personnel (ID: P-199)" was reported by CF DC to the Advisory Committee. In this connection a Video Film made on both the Institutes was shown to the Committee to apprise about status of project.

Decision :

Committee took a note of it and approved.

Action: Director/SFTI and Director/WBFS already taken action and the said phase-I of the project was completed.

7. Miscellaneous

The Chairman invited the members to flag any important issue related to training. Members expressed few points regarding the selection of examiners, question bank, cost of training, training of persons appointed on compassionate ground etc. which would require the attention of the Advisory Committee. Discussions were held on these points and the following decisions were taken

Decision :

- (i) **Training of promotee FR** : Training should be initiated for promotee FRs.

- (ii) **Releasing the Trainees** : It was affirmed that in case the trainees (DR/Fr or FG / FR) are not released by their controlling officers, expressed permission of the PCCF (HoFF) should be obtained by them.

Action: PCCF/RMD to move PCCF HoFF for issuing circular on this.

- (iii) **Training of Compassionate ground appointee**: All back log of training of compassionate ground appointees should be cleared chronologically i.e. according to their seniority. If any of such recruit refuses / fail to attend the training, confirmation of such staff (s) will be withheld till his / her training is completed.

Action: CCF/PMC(non Gazetted cell)

- (iv) **Board of Examiners** : List of Examiners will be changed from 109th Batch of DR/Fr. (up to 108th batch of DR/Fr. proposed list already approved vide agenda 4) where a panel of 2-3 examiners for each subject may be suggested, from whom set of questions along with their model answers with corresponding marks to be sought. Thus subject wise question banks would be prepared. The question paper for each subject would be finalized by drawing lots from those question banks. The panel of examiners shall be valid for 2 years.

Action: PCCF/RMD and CF/DC.

- (v) **Cost of training**: The total cost of training as approved by SFTAC will be Rs. 75,000/- per trainee for departmental candidates and Rs. 1,00,000/- for outsiders. One month training cost will be as usual Rs. 12,500/- per trainee for departmental candidates and Rs. 18,500/- per trainee for outsider.

Action: Director/WBFS and Director/SFTI .

The meeting ended with vote of thanks to the Chair and other members by the CF DC.

Principal Secretary Forest Dept
West Bengal
&
Chairman State Forest Training
Advisory Committee