

**MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE**  
(FOREST CONSERVATION DIVISION)

**NOTIFICATION**

New Delhi, the 16th February, 2018

**G.S.R. 172(E).**—The following draft of certain rules which the Central Government proposes to make in exercise of the powers conferred by section 30 of the Compensatory Afforestation Fund Act, 2016 (38 of 2016) is hereby published, as required under sub-section (1) of section 30 of the said Act for the information of the public likely to be affected thereby; and notice is hereby given that the said draft rules shall be taken into consideration on or after the expiry of a period of thirty days from the date on which copies of the Gazette containing this notification are made available to the public;

Any person interested in making any objections or suggestions on the proposals contained in the draft rules may forward the same in writing, for consideration of the Central Government within the period so specified to the Secretary, Ministry of Environment, Forest and Climate Change, Indira Paryavaran Bhawan, Jorbagh Road, Aliganj, New Delhi-110003, or Inspector General of Forest (Forest Conservation), Ministry of Environment, Forest and Climate Change, Indira Paryavaran Bhawan, Jorbagh Road, Aliganj, New Delhi-110003. Such communication can also be sent through the e-mail address of the Ministry at [igfc-mef@nic.in](mailto:igfc-mef@nic.in).

**Draft Rules**

**1. Short title, extent and commencement.—**

- (1) These rules may be called the Compensatory Afforestation Fund Rules, 2018.
- (2) They shall extend to the whole of India except the State of Jammu and Kashmir.
- (3) They shall come into force on the date of their publication in the Official Gazette.

**2. Definitions.—**In these rules, unless the context otherwise requires,-

- (a) **“Act”** means the Compensatory Afforestation Fund Act, 2016
- (b) **“annual plan of operation”** means the annual plan for physical activities and financial provisions approved by the National Authority or State Authority as the case may be, which describes milestones, conditions for success and explains how, a strategic annual plan will be put into operation during the financial year in given budgetary term, and containing inter alia, brief description, estimated cost, basis for cost estimation, agency identified for execution and time schedule of each activity to be executed from State Fund during a year;
- (c) **“assisted natural regeneration”** means a process by which forests are restocked by trees that develop from seeds which fall and germinate in situ by providing assistance in such process and planting seedlings wherever required;
- (d) **“artificial regeneration”** means a mechanism for establishing a new forest by planting seedlings or by direct seeding;
- (e) **“Forest Department”** means the Department of the State Government dealing with matters relating to conservation and management of forests and wildlife;
- (f) **“compensatory levies”** means mandatory deposits in Indian rupees to be made in the National Fund and State Fund as specified in the approval granted under the provisions of the Forest (Conservation) Act 1980 (69 of 1980) and the Wildlife (Protection) Act 1972 (53 of 1972) and the rules made thereunder and all deposits in compliance of various court orders for diversion of forest land for non-forestry purposes which include the costs for the purpose of compensatory afforestation and penal compensatory afforestation, net present value of the forest land diverted, cost of wildlife management plan, cost of catchment area treatment plan and other similar costs;
- (g) **“committed activities”** means those activities which have to be undertaken from the National Fund and State Fund and which have been approved by the concerned authority under the Forest Conservation Act 1980 (69 of 1980) to be implemented as referred in the said approval such as compensatory afforestation, catchment area treatment plan wildlife management plan, etc.
- (h) **“community forest management plan”** means the annual plan for physical activities and financial provisions approved by the village community having control over the land and other natural resources and describes milestones, conditions for success and explains how, a strategic plan will be put into operation during the financial year in given budgetary term containing, inter alia, brief description, estimated cost, basis for cost estimation, agency identified for execution and time schedule of each activity to be executed from a State Fund during a year;

- (i) **“Divisional Forest Officer”** means a functional administrative head of the unit of establishment in the State to manage the forest division under his jurisdiction;
- (j) **“entry point activities”** means a set of works identified and executed as a part of community mobilisation process to get more and more participation of the community in the forest management;
- (k) **“financial year”** means year commencing on the 1<sup>st</sup> April in a calendar year and ending on the 31<sup>st</sup> March in subsequent calendar year;
- (l) **“frontline staffs”** means employees of State Forest Department upto the level of Forest Range who are in direct contact with the public;
- (m) **“Gram Sabha”** has the same meaning as assigned to it in clause (b) of article 243 of the constitution;
- (n) **“ministerial staffs”** means Government servant of a subordinate service whose duties are entirely clerical, and any other class of servant specifically defined as such by general or specific order of the Government;
- (o) **“nurseries and other planting stock production facilities”** means modern and state of art nurseries, seed production areas, seedling seed orchards, vegetative multiplication gardens and such other planting stock production facilities for the purpose of producing quality planting materials and seedlings for plantation;
- (p) **“permissible activities”** means those activities which can be executed with the National Fund and State Fund;
- (q) **“prohibited activities”** means those activities which cannot be executed with the National Fund and State Fund.
- (r) **“Range Officer”** means the functional administrative in-charge of the unit of establishment in the State to manage the forest range under his jurisdiction;
- (s) **“Rescue Centre”** means an establishment for the long-term care of animals specified in the Schedules to the Wild Life (Protection) Act, 1972 as defined in the Recognition of Zoo Rules, 2009;
- (t) **“section”** means section of the Act;
- (u) **“site specific activities”** means activities which have been approved by the concerned authority under the provisions of the Forest (Conservation) Act to be implemented on specified location referred to in the said approval such as compensatory afforestation, catchment area treatment plan, wildlife management plan, etc;
- (v) **“silvicultural operations”** means the activities and practice of controlling the establishment, growth, composition, health, and quality of forests to meet diverse needs and values;
- (w) **“soil and moisture conservation works”** means physical works undertaken for in situ conservation of soil and moisture;
- (x) **“third party monitoring”** means monitoring and evaluation of works executed national Fund and State Fund by the parties which are external to a project’s direct beneficiary chain and management structure having no conflict of interest on parameters of evaluation as determined by the Central Government over and above the baseline to assess whether desired social, environmental or other impacts are being achieved and undesirable impacts avoided;
- (y) **“Van Sanrakshan Samiti or Village Forest Committee”** means a committee constituted for joint forest management by the competent authority in the State;
- (z) **“working plan”** means the management plan of forest land prepared under “National Working Plan Code” made by the Ministry of Environment, Forests and Climate Change for sustainable management of forests and biodiversity in India;
- (aa) **“zoo and wildlife safari”** means an establishment as referred in the Recognition of Zoo Rules, 2009 made under the Wildlife (Protection) Act 1972 (53 of 1972);
- (ab) words and expressions used and not defined in these rules but defined in the Compensatory Afforestation Fund Act 2016 (38 of 2016), the Indian Forest Act 1927 (16 of 1927), Wildlife (Protection) Act 1972 (53 of 1972) Forest Conservation Act 1980 (69 of 1980) and the Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 (2 of 2007) shall have the meanings respectively assigned to them in those Acts.
- 3. Management of the National Fund.**—The National fund shall be managed according to the provisions of Government Accounting Rule 1990 and the General Financial Rules, 2017 as applicable from time to time and in accordance with the accounting procedure prepared under section 7.
- 4. Management of State Fund.**—The State Fund shall be managed according to provisions of the State Financial Rules or any such rules applicable from time to time in the State and in accordance with the accounting procedure notified by the State Government / Union Territory and as per the guidelines issued by the National authority.

**5. Manner of utilisation of net present value and penal net present value.—**

- (1) The monies received towards net present value and penal net present value deposited in State Fund shall be used in a manner prescribed in sub rule (2).
- (2) Eighty per cent of the net present value NPV shall, in a financial year, be used for following permissible activities for the forest and wildlife management in the State, namely:-
  - (a) assisted natural regeneration;
  - (b) artificial regeneration (by plantations);
  - (c) silvicultural operations in forests;
  - (d) protection of plantations and forests;
  - (e) pest and disease control in forest;
  - (f) forest fire prevention and control operations;
  - (g) soil and moisture conservation works in the forest;
  - (h) improvement of wildlife habitat as prescribed in the approved wildlife management plan/working plan;
  - (i) Relocation of villages from protected areas;
  - (j) planting and rejuvenation of forest cover on non-forest land falling in wildlife corridors;
  - (k) establishment, operation and maintenance of animal rescue centre, and veterinary treatment facilities for wild animals;
  - (l) supply of wood and other forest produce saving devices as specified by the National Authority from time to time;
- (3) Twenty per cent of the net present value shall in a financial year, shall be utilised for strengthening of the forest and wildlife related infrastructure, capacity building of the personnel of State Forest Departments and other associated agencies and organisations involved in utilisation of these monies, as prioritised by the State Government for execution in forest and non-forest areas and included in the Annual Plan of Operations for the financial year under consideration.
- (4) The permissible activities to be undertaken for the purpose of sub-rule (3) shall include the following, namely: -
  - (a) establishment, up-gradation and maintenance of modern nurseries and other planting stock production facilities with state of arts facilities for production of quality planting materials;
  - (b) purchase and maintenance of equipment or devices used for communication and information technology, survey, mapping and forest fire control for the purpose of protection of forest and wildlife;
  - (c) construction, up-gradation and maintenance of inspection paths, forest roads in forest area, fire lines, watch towers, check posts, timber depots;
  - (d) construction of residential and official buildings in forests for concerned staffs up to the rank of Range Officers deployed for protection of forest and wildlife;
  - (e) engagement of local people or labours to assist regular staff of State Forest Department for works for protection of forest and wildlife undertaken from State Fund;
  - (f) survey and mapping of forest areas for compensatory afforestation works, soil and moisture conservation, catchment area treatment and wildlife management for preparing annual plans to be executed from the State Fund;
  - (g) concurrent monitoring and evaluation of works including third party monitoring of works undertaken from State Fund.
  - (h) awareness for forestry and allied activities undertaken from the State Fund;
  - (i) entry point activities undertaken in forest fringe villages for execution of programmes to be undertaken from the State Fund;
  - (j) distribution of planting stock for promotion of trees outside forest on government lands promoted by State government;

Provided that in case the activities referred to in sub rules (2) and (4) are to be undertaken in the forest land under the administrative control of the Forest Department, then the said activities shall be carried out as per the working plan prepared under National Working plan Code and approved by competent authority;

Provided further that the said activities over forest land under the control of State Forest Department and being managed as per the working plan with participation of local people shall be taken up in consultation with the Gram Sabha or *Van Sanrakshan Samiti* or Village Forest Committee as the case may be, and shall

be in consonance with the provisions of the Scheduled Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 (2 of 2007) and the guidelines issued thereunder, wherever applicable;

Provided also that in case the said activities are to be undertaken in areas not covered by the approved working plan then they shall be taken up in consultation with concerned Gram Sabha or Van Sanrakshan Samiti or Village Forest Committee or any authority having jurisdiction over that area, as the case may be, and shall be in consonance with the provisions of the Scheduled Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and guidelines issued thereunder, wherever applicable;

- (5) While preparing the annual plan of operation for activities under rule 5, priority shall be given to undertake identified activities in those villages which have been affected due to diversion of forest land.
- (6) The monies referred in sub rule (1) shall not be used for following activities, namely
- (a) payment of salary, travelling allowances, medical expenses, etc. to regular employees of the State Forest Department for implementing programmes in various forest divisions undertaken from the State Fund;
  - (b) undertaking foreign visits;
  - (c) payment for legal services for defending cases filed in Tribunals or Courts not related to the management of State Authority;
  - (d) purchase of vehicles or staff cars for officers and heavy vehicles and machines for the State Forest Department for implementing programmes in various forest divisions undertaken from the State Fund;
  - (e) construction of residential and official buildings for officers above Forest Range Officers of the State Forest Department for implementing programmes in various forest divisions undertaken from the State Fund;
  - (f) leasing, hiring and purchase of land for afforestation purposes
  - (g) purchase of furniture, office equipment, fixtures including air conditioners, and generator sets for residences and offices of the State Forest Department for implementing programmes in various forest divisions undertaken from the State Fund;
  - (h) mandatory afforestation as per the working plan in the forest in blanks created by commercial felling of trees for revenue generation undertaken under working plan prescription;
  - (i) undertaking forest and wildlife conservation and other activities undertaken under other schemes of the Government for the purpose of part financing the scheme for completing left over works or complementary works of such schemes.
  - (j) establishment, expansion and up-gradation of zoo and wildlife safari.
- 6. Utilization of interest accrued on deposits in State Fund.**—The monies received towards interest accrued on funds in the State Fund shall be used in a manner prescribed below.
- (a) sixty per cent of the interest accrued on the amount available in the State Fund shall be spent in a financial year for conservation and development of forest and wildlife shall be utilised for the following:
    - (i) to offset the incremental cost of compensatory afforestation and penal compensatory afforestation at the increased wage rates;
    - (ii) to offset the incremental cost of catchment area treatment plan at the increased wage rates;
    - (iii) to offset the incremental cost of wildlife management plan at the increased wage rates;
    - (iv) concurrent monitoring and evaluation of works done from the State Fund;
    - (v) publicity of schemes and works done from the State Fund;
    - (vi) any other activities with the prior approval of the steering committee of the State Authority.
  - (b) Forty per cent of the interest accrued on the amount available in the State Fund shall be spent for the non-recurring and recurring expenditure of the State Authority, with the approval of the steering committee of the said authority.
- 7. Appointment of Chief Executive Officer of National authority.**—The chief executive officer of the National authority shall be appointed on deputation basis for a period not exceeding five years.
- 8. Appointment of officers.**— the officers referred to in sub-section (4) of section 9 and the officers of the levels as referred to in sub-section (5) of that section shall be appointed on deputation basis from the Central Government, State Government or Union Territory.
- 9. Appointment of officials and staffs.**—The officials and staffs referred to in sub-section (5) of section 9 and clause (iv) of sub-section (1) of section 15 shall be appointed on contract basis or on deputation basis from the Central Government, State Government or Union Territory.

- 10. Pay and allowances of officers.**—The officers referred to in section 8 shall be entitled to such pay and allowances as are admissible to the equivalent officers of the Central Government of Group ‘A’.
- 11. Pay and allowances of officials and staffs.**—The officials and staffs referred to in rule 9 and appointed on deputation basis shall be entitled to such pay and allowances as are admissible to the equivalent officials and staffs of the Central Government of Group “B” or Group ‘C’ as the case may be.
- 12. Pay and allowances of officials and staffs appointed on contract.**—The officials and staffs referred to in rule 9 and appointed on contract basis shall be entitled to such pay and allowances as are specified in their contract.
- 13. Sitting fees and allowances of non-official members.**—(1) The non-official members of the Governing Body, Executive Committee and Monitoring Group of the National Authority, and Governing Body, Steering Committee and Executive Committee of the State Authority shall be paid such sitting fees and allowances, for attending the meetings and for any other work assigned to them, or may be specified in the order of their appointment.
- (2) The sitting fee and allowances to be paid to the non-official member to the sub rule (1) shall be paid from the interest referred to in clause (b) of rule 6.
- 14. Selection of non-official members of National Authority and State Authority.**—(1) Any Ministry of the Central Government, or State Government or Union territory Administration shall forward the names of the non-official members of the National Authority, to the Ministry of Environment, Forests and Climate Change, Government of India, New Delhi.
- (2) The persons referred to in sub rule (1) shall be resident of India holding Bachelor or Master’s Degree from a recognised University or equivalent in related field having work experience of ten years in the related field in reputed Government or Non-Government Organisation, Research Institute or university:
- Provided that educational qualification and experience for the Scheduled caste and the Schedule Tribe nominee may be relaxed by the Central Government on recommendation of National Authority.
- (3) Any Department of the State Government, or District Administration of the State or Union Territory shall forward the names of the non-official members of the State Authority, to the Department of the State Government dealing with forests.
- (4) The persons referred to in sub rule (3) shall be resident of India holding Bachelor or Master’s Degree from a recognised University or equivalent in the related field having work experience of ten years in the related field in Government or Non-Government Organisation, Research Institute and University:
- Provided that the educational qualification and experience for the Scheduled Caste and the Scheduled Tribe nominee may be relaxed by the State Government on the recommendation of State Authority.
- (5) The non-official members shall not be employee of the Government.
- 15. Selection Committee.**—(1) The Selection Committee to prepare the panel of eligible candidates for appointment of non-official members of the National Authority shall comprise of the following, namely:-
- (i) Secretary, Ministry of Environment, Forest and Climate Change, Government of India -Chairman;
- (ii) One Secretary from any other Ministry of the Central Government to be nominated by the Ministry of Environment, Forest and Climate Change, Government of India - Member;
- (iii) One Chief Secretary from the State Government to be nominated by the Ministry of Environment, Forest and Climate Change, Government of India -Member;
- (iv) Director General of Forests and Special Secretary, Ministry of Environment, Forest and Climate Change, Government of India -Member;
- (v) Additional Director General of Forests (Forest Conservation), Ministry of Environment, Forest and Climate Change, Government of India -Member;
- (vi) Additional Director General of Forests (Wildlife), Ministry of Environment, Forest and Climate Change, Government of India -Member;
- (vii) Chief Executive Officer of the National Authority -Member Secretary.

(2) The Selection Committee to prepare the panel of eligible candidates for appointment of non-official members of the State Authority shall comprise of the following, namely:-

- |       |   |                   |
|-------|---|-------------------|
| (i)   | Chief Secretary of the State  | Chairman;         |
| (ii)  | Additional Chief Secretary or Principal Secretary in-charge of the Forest Department in the State                             | Member;           |
| (iii) | One Additional Chief Secretary or Principal Secretary or Secretary in the State Government nominated by the State Government. | Member;           |
| (iv)  | Principal Chief Conservator of Forests (Head of Forest Force)   | Member;           |
| (v)   | Chief Wildlife Warden   | Member;           |
| (vi)  | Head of the concerned Regional Office of the Ministry of Environment, Forest and Climate Change                               | Member;           |
| (vii) | Chief Executive Officer State Authority   | Member Secretary. |

**16. Meeting of the governing body, executive committee and monitoring group of the National Authority.—**

(1) The governing body of the National Authority shall meet at least once in six months on such date and place as may be decided by its Chairperson in consultation with the Member Secretary of the Governing Body to consider the issues listed in the agenda prepared by the Member-Secretary.

(2) The Executive Committee of the National Authority shall meet at least once in every three months on such date and place as may be decided by its Chairperson in consultation with the Member-secretary of the Executive Committee to consider the issues listed in the agenda prepared by the Member-secretary.

(3) The Monitoring Group of the National Authority shall meet at least once in three month on such date and place and agenda as may be decided by the Director General, Forest survey of India, Ministry of Environment, Forests and Climate Change, Government of India.

**17. Notice of meeting.—**For any meeting of the Governing Body or Executive Committee or Monitoring Group five days clear notice shall be given to the members, excluding the day of the posting and day of the meeting:

Provided that in case of urgency, the Member-Secretary of the governing body or executive committee with the permission of the governing body or executive committee, as the case may be, shall call a meeting at a short notice:

Provided further that in case of urgency, Director General, Forest Survey of India, Ministry of Environment, Forests and Climate Change, Government of India shall call a meeting of the monitoring group at a short notice.

**18. Quorum of meeting.—**(1) one third of the members including the Chairperson shall constitute the quorum at any meeting of the governing body or executive committee, as the case may be, and any fraction shall be rounded off to the next higher number.

(2) One third of the members of the monitoring group including the Director General, Forest Survey of India, Ministry of Environment, Forests and Climate Change, Government of India shall constitute the quorum at any meeting of the monitoring group, and any fraction shall be rounded of the next higher number.

**19. Adjournment of the meeting.—**Where a quorum is not present within thirty minutes of the time notified for the commencement of the meeting, the same shall stand adjourned to the same day, time and place the following week, and the members present at the adjourned meeting shall form the quorum.

**20. Decision in meeting.—**The decisions in the meeting shall be by a simple majority of the members present and voting.

**21. Meeting to be chaired by Chairpersons, etc.—**Every meeting of the governing body shall be chaired by the Chairperson and in his absence, by the senior most officers present.

**22. Meetings of the Governing Body, Steering Committee and Executive Committee of the State Authority.—**

(1) The governing body of the State Authority shall meet at least once in six months on such date and place as may be decided by its Chairperson in consultation with the member secretary of the governing body to consider the issues listed in the agenda prepared by the Member-Secretary.

(2) The steering committee of the State Authority shall meet at least once in six months on such date and place as may be decided by its Chairperson in consultation with the Member-secretary of the steering committee to consider the issues listed in the agenda prepared by the Member-Secretary.

(3) The executive committee of the State Authority shall meet at least once in every three months on such date and place as may be decided by its Chairperson in consultation with the Member-secretary of the executive committee to consider the issues listed in the agenda prepared by the Member-secretary.

- 23. Notice of meeting.**—For any meeting of the governing body or steering committee or executive five days clear notice shall be given to the members, excluding the day of the posting and day of the meeting:
- Provided that in case of urgency, the Member-Secretary of the governing body or steering committee or executive committee with the permission of the governing body or steering committee or executive committee, as the case may be, shall call a meeting at a short notice:
- 24. Quorum of meeting.**—one third of the members including the Chairperson shall constitute the quorum at any meeting of the governing body or steering committee or executive committee, as the case may be, and any fraction shall be rounded off to the next higher number.
- 25. Adjournment of the meeting.**—Where a quorum is not present within thirty minutes of the time notified for the commencement of the meeting, the same shall stand adjourned to the same day, time and place the following week, and the members present at the adjourned meeting shall form the quorum.
- 26. Decision in meeting.**—The decisions in the meeting shall be by a simple majority of the members present and voting.
- 27. Meeting to be chaired by Chairpersons, etc.**—Every meeting of the governing body shall be chaired by the Chairperson and in his absence, by the senior most officers present.
- 28. Financial regulation and procedures of National Authority.**—The financial regulation and procedures, in particular the procedure for drawing up and implementing the budget of the National Authority shall be in accordance with the General Financial Rules 2017 and the orders issued by the Central Government from time to time in this regards.
- 29. Preparation of budget of National Authority.**—The National Authority shall prepare its budget for the next financial year showing the estimated receipts and expenditure of National authority in **Form-I** based on the annual plan of operation including various schemes of the National Authority prepared and approved by the governing body for the next financial year, showing the estimated receipts and expenditure of the National Authority and forward the same to the Central Government in each financial year by the **31<sup>st</sup> December**.
- 30. Maintenance of accounts and preparation of annual statement of accounts by National Authority.**—The Monthly statement of accounts for the receipt and payment and expenditure shall be prepared in **Form-II**. Annual statement of accounts of the National Authority shall be prepared in **Form-III**. The National authority shall maintain the records and accounts as referred in **Form-V**.
- 31. Annual reports.**—The annual report shall be prepared by National Authority giving brief description of all activities undertaken from National Fund with separate headings and compiled in separate chapters. The reports shall include summary of works undertaken and schemes prepared and approved in annual plan of operation. The Annual report shall include the statement in **Form-V**
- 32. Financial regulation and procedures of State Authority.**—The financial regulation and procedures, in particular the procedure for drawing up and implementing the budget of the State Authority shall be in accordance with the General Financial Rules 2017 and the orders issued by the Central Government and State Government from time to time in this regards.
- 33. Preparation of budget of State Authority.**—The State Authority shall prepare its budget for the next financial year showing the estimated receipts and expenditure of State Authority in **Form-VI** based on the annual plan of operation prepared and approved by the governing body for the next financial year, showing the estimated receipts and expenditure of the State Authority and forward the same to the State Government and Central Government in each financial year by the **31<sup>st</sup> December**.
- 34. Maintenance of accounts and preparation of annual statement of accounts by State Authority.**—The Monthly statement of accounts shall be prepared in **Form-VII**, Monthly Statement of State Authority on physical and financial achievements in **Form-VIII** and Annual statement of accounts of the State Authority shall be prepared in **Form-IX**. The State Authority shall maintain the records and accounts of State Authority as referred in **Form-X**.
- 35. Annual reports.**—The annual report shall be prepared by State Authority giving brief description of all activities undertaken from State Fund with separate headings and compiled in separate chapters. The reports shall include summary of works undertaken and schemes prepared and approved in annual plan of operation. The Annual report shall include the statement in **Form-XI**
- 36. The annual plan of operation of State.**—Authority shall be prepared in **Form-XII** and shall be submitted by the State Authority before 31<sup>st</sup> December of every year to the National authority for the next financial year.

[F. No. 11-100/2015-FC (Vol. III)]

DEEPAK KUMAR SINHA, Inspector General of Forest

**Form-I****Annual Budget proposal of National Authority for financial year \_\_\_\_\_**

[u/s 20(1) of the ACT]

1	2	3	4
S.No.	Description	Current Financial Year (in Rs.)	Last Financial Year (in Rs.)
1.	a. Opening Balance of funds received from Adhoc CAMPA as on 1st April		
	b. Opening Balance of amount received from State authorities as on 1 <sup>st</sup> April		
	c. Opening Balance of loans/grants etc. received as on 1 <sup>st</sup> April		
2.	Estimated Annual receipt of National Authority		
	(a) Receipt of Fund by National Authority from State Authorities		
	(b) Receipt of accrual of interest on National Fund		
	(c) Receipt of Grants/loans/others of National Authority		
	(d) Any Other Income		
3.	Total estimated funds available with National Authority (as on 1 <sup>st</sup> April)(1+2)		
4.(i)	Annual Expenditure of National Authority out of NCAF		
	a. Recurring Management Expenditure		
	i. Personnel services and benefits		
	ii. Administrative Expenses		
	iii. Other Administrative Expenses		
	iv. Any other expenditure		
	b. Non recurring Management Expenditure like Creation of Capital Asset		
	c. Expenditure on Ongoing Schemes		
	d. Expenditure on New Schemes		
	e. Monitoring & Evaluation Expenditure		
4. (ii)	Total estimated expenditure out of grants/loans etc.		
5. (i)	Estimated Gross Total Expenditure {4(i)+4(ii)}		
(ii)	Estimated payments to State Authorities out of funds received from Adhoc CAMPA.		
6.	Total closing balance with National Authority		
	a. Closing balance of funds received from Adhoc CAMPA		
	b. Closing balance out of receipt from State authorities		
	c. Closing balance of grants/loans etc.		

**Declaration**

The budget proposal as mentioned above has been approved and adopted by the National Authority.

Date:

Member Secy., National Authority



## Form-II

**Monthly Statement of Accounts of National Authority for the Receipt and Payment/Expenditure**  
**Month \_\_\_\_\_ Financial year. \_\_\_\_\_**

[u/s section 22(1) the ACT]

As on 31<sup>st</sup> March ---

1	2	3	4	5
S.No.	Head	Current Month (in rupees)	Last Month (in rupees)	Cumulative amount till this month (in rupees)
<b>I.</b>	<b>Total Opening balance of NCAF (a+b+c+d)</b>			
a.	Opening Balance of Principal Amount of NCAF out of 10% share of Adhoc CAMPAs			
b.	Opening balance amount of 10% share received by NCAF from SCAF			
c.	Opening balance amount of interest accrued to NCAF			
d.	Opening balance amount of grants, Loans etc. unspent by National Authority			
<b>II.</b>	<b>Opening balance amount of share of SCAFs, under Adhoc CAMPAs still lying with NCAF (a+b)</b>			
a.	Opening balance amount of 90% share of Adhoc CAMPAs due to SCAFs, still lying with NCAF (Mention names of states)			
b.	Opening balance amount of Interest on 90% share of Adhoc CAMPAs due to SCAFs, still lying with NCAF (Mention names of states)			
<b>III.</b>	<b>Total Amount received by NCAF during the year (a+b)</b>			
a.	Amount of interest accrued to NCAF			
	i. Amount of interest accrued to NCAF out of 10% share of Adhoc CAMPAs and under CAFA			
	ii. Amount of interest accrued to NCAF out of 90% share of Adhoc CAMPAs still not transferred by NCAF to SCAF			
b.	Amount of receipt by NCAF (Other than Adhoc Campa) (i + ii)			
	i. Receipt of funds from SCAFs (10% as share of NCAF)			
	ii. Amount of grants, Loans etc. received			
<b>IV.</b>	<b>Amount of 10% share of NCAF collected by States under CAFA with interest thereon and not transferred to NCAF (Mention names of states)</b>			
<b>V.</b>	<b>Total payment by NCAF to SCAFs out of Adhoc CAMPAs (a+b)</b>			
a	Payments by NCAF to SCAF (Out of 90% of Adhoc CAMPAs) (1+2+3+4+5+6+7+8+9)			
	1. Compensatory Afforestation			
	2. Additional Compensatory Afforestation			
	3. Penal Compensatory Afforestation			
	4. Net Present Value			
	5. Penal Net Present Value			
	6. Catchment Area Treatment Charges			
	7. Wildlife Conservation Plan Charges			
	8. Safety Zone Treatment Charges			
	9. Others (please specify)			
b	Payment by NCAF to SCAF out of interest accrued on Adhoc CAMPAs			
<b>IV.</b>	<b>Total Expenditure by National Authority during the year out of Principal and Interest amount (a+b)</b>			
(a)	<b>Administrative Expenditure (i+ii+iii+iv+v+vi)</b>			
	i. Personnel services and benefits			
	ii. Administrative Expenses			
	iii. Other administrative expenses			
	iv. Monitoring & Evaluation Expenditure			
	v. Other administrative expenses			
	vi. Non recurring Management Expenditure like Creation of Capital Asset			
(b)	<b>Expenditure on Schemes(i+ii+iii)</b>			
	i. Expenditure on Ongoing Schemes			
	ii. Expenditure on New Schemes			
	iii. Others			
<b>V.</b>	<b>Total Closing balance of NCAF(a+b+c+d+e+f)</b>			
a.	Closing Balance of Principal Amount of NCAF (10% share of Adhoc CAMPAs)			
b.	Closing balance amount of 10% share received by NCAF from SCAFs under CAFA			
c.	Closing balance amount of interest accrued to NCAF			
d.	Closing balance amount of grants, Loans etc. received by National Authority			
<b>VI.</b>	<b>a. Closing balance amount of 90% share of Adhoc CAMPAs due to SCAFs, still lying with NCAF (Mention names of states)</b>			
	<b>b. Closing balance amount of Interest on 90% share of Adhoc CAMPAs due to SCAFs, still lying with NCAF (Mention names of states)</b>			

## Form-III

Annual statement of Accounts of National Authority for Financial Year-----

[u/s 22(1) of the ACT]

As on 31<sup>st</sup> March \_\_\_\_\_

1	2	3	4
Sl. No.	Description	Current Financial Year (in Rs.)	Last Financial Year (in Rs.)
<b>I.</b>	<b>Total Opening balance of NCAF (a+b+c+d+e+f)</b>		
a.	Opening Balance of Principal Amount of NCAF (10% share of Adhoc CAMPA)		
b.	Opening balance amount of 10% share received by NCAF from SCAF under CAFA		
c.	Opening balance amount of interest received by NCAF (Both Adhoc CAMPA and CAF deposit)		
d.	Opening balance amount of grants, Loans etc. received by National Authority		
e.	Opening balance amount of 90% share of Adhoc CAMPA due to SCAFs, still lying with NCAF (Mention names of states)		
f.	Opening balance amount of Interest on 90% share of Adhoc CAMPA due to SCAFs, still lying with NCAF (Mention names of states)		
<b>II.</b>	<b>Total Opening balance of SCAFs (a+b+c+d)</b>		
a.	Opening bal. of Principal Amount Component wise of all states after expenditure (90% share of Adhoc CAMPA) (1+2+3+4+5+6+7+8+9)		
	1. Compensatory Afforestation		
	2. Additional Compensatory Afforestation		
	3. Penal Compensatory Afforestation		
	4. Net Present Value		
	5. Penal Net Present Value		
	6. Catchment Area Treatment Charges		
	7. Wildlife Conservation Plan Charges		
	8. Safety Zone Treatment Charges		
	9. Others (please specify)		
b.	Opening balance amount of interest received by SCAFs (both on Adhoc CAMPA and CAF deposit)		
c.	Opening balance amount of grants, Loans etc. received by State Authority		
d.	Opening balance amount of 10% share of NCAF collected under CAF by States and not transferred to NCAF		
<b>III.</b>	<b>Total Amount received by NCAF during the year (a+b)</b>		
a.	Amount of interest accrued to NCAF		
	i. Amount of interest accrued to NCAF out of 10% share of Adhoc CAMPA		
	ii. Amount of interest accrued to NCAF out of 90% share of Adhoc CAMPA still not transferred by NCAF to SCAF		
b.	Amount of receipt by NCAF (Other than Adhoc Campa) (i + ii)		
	i. Receipt of funds from SCAFs (10% as share of NCAF) under CAFA		
	ii. Amount of grants, Loans etc. received		
<b>IV.</b>	<b>Outstanding dues of NCAF, received by SCAF under CAFA</b>		
	i. Amount of 10% share of NCAF under CAFA collected by States and not transferred to NCAF (Mention names of states)		
	ii. Amount of interest accrued to SCAFs (on outstanding NCAF's 10% share not transferred to NCAF)		
<b>V.</b>	<b>Total Amount received by SCAFs during the year (a+b+c)</b>		
a.	Amount of interest accrued to SCAFs (on SCAFs deposits)		

<b>b.</b>	<b>Amount of received by SCAFs (Other than Adhoc Campa) (I + ii)</b>		
	<b>i. Receipt of funds by SCAFs (90% as share of SCAFs under CAFA)</b>		
	<b>ii. Amount of grants, Loans etc. received by SCAFs</b>		
<b>VI.</b>	<b>Total payment by NCAF to SCAFs out of Adhoc CAMPA (a+b)</b>		
<b>a</b>	<b>Payments by NCAF to SCAF (Out of 90% of Adhoc CAMPA) (1+2+3+4+5+6+7+8+9)</b>		
	1. Compensatory Afforestation		
	2. Additional Compensatory Afforestation		
	3. Penal Compensatory Afforestation		
	4. Net Present Value		
	5. Penal Net Present Value		
	6. Catchment Area Treatment Charges		
	7. Wildlife Conservation Plan Charges		
	8. Safety Zone Treatment Charges		
	9. Others (please specify)		
<b>b</b>	<b>Payment by NCAF to SCAF out of interest accrued of Adhoc CAMPA</b>		
<b>VII.</b>	<b>Total Expenditure by National Authority during the year out of Principal and Interest amount (a+b)</b>		
<b>(a)</b>	<b>Administrative Expenditure (i+ii+iii+iv+v+vi)</b>		
	i. Personnel services and benefits		
	ii. Administrative Expenses		
	iii. Other administrative expenses		
	iv. Monitoring & Evaluation Expenditure		
	v. Other administrative expenses		
	vi. Non recurring Management Expenditure like Creation of Capital Asset		
<b>(b)</b>	<b>Expenditure on Schemes(i+ii+iii)</b>		
	i. Expenditure on Ongoing Schemes		
	ii. Expenditure on New Schemes		
	iii. Others		
<b>VIII.</b>	<b>Total Expenditure by SCAFs(a+b+c)</b>		
	<b>i. Total expenditure by SCAFs out of Adhoc CAMPA</b>		
	<b>ii. Total expenditure by SCAFs under CAFA</b>		
	<b>iii. Total expenditure by SCAFs under CAFA</b>		
<b>V.</b>	<b>Total Closing balance of NCAF (a+b+c+d+d+e+f)</b>		
	<b>a. Closing Balance of Principal Amount of NCAF (10% share of Adhoc CAMPA)</b>		
	<b>b. Closing balance amount of 10% share received by NCAF from SCAF under CAFA</b>		
	<b>c. Closing balance amount of interest received by NCAF</b>		
	<b>d. Closing balance amount of grants, Loans etc. received by National Authority</b>		
	<b>e. Closing balance amount of 90% share of Adhoc CAMPA due to SCAFs, still lying with NCAF (Mention names of states) (1+2+3+4+5+6+7+8+9)</b>		
	1. Compensatory Afforestation		
	2. Additional Compensatory Afforestation		
	3. Penal Compensatory Afforestation		
	4. Net Present Value		
	5. Penal Net Present Value		
	6. Catchment Area Treatment Charges		
	7. Wildlife Conservation Plan Charges		
	8. Safety Zone Treatment Charges		
	9. Others (please specify)		
	<b>f. Closing balance amount of Interest on 90% share of Adhoc CAMPA due to SCAFs, still lying with NCAF (Mention names of states)</b>		

<b>VI.</b>	<b>Total Closing balance of SCAFs (a+b+c+d)</b>		
	<b>a. Closing bal. of Principal Amount Component wise of all states after expenditure (90% share of Adhoc CAMPA) (1+2+3+4+5+6+7+8+9)</b>		
	<b>b. Closing balance amount of interest received by SCAFs (both on Adhoc CAMPA and under CAFA)</b>		
	<b>c. Closing balance of grants, Loans etc. received by State Authority</b>		
	<b>d. Closing balance amount of 10% share of NCAF collected by States under CAFA and not transferred to NCAF along with Interest</b>		
<b>VII.</b>	<b>Cumulative figure of NCAF's outstanding dues from states (Out of 10% share of NCAF collected by States under CAFA and not transferred to NCAF along with Interest)</b>		

**Declaration**

The above Report has been verified and found correct. The Report has been adopted by National Authority

Date:

Signature  
Member Secy., National Authority.

**Form-IV****Records and Accounts to be maintained by the National Authority**

[ u/s 22 (1) of the ACT ]

The following accounts/records will be maintained:

1. Cash Book, Ledger, Journal, Public Fund Accounts Register
2. Stock Register, Fixed Asset Register.
3. Registers showing expenditure by Heads of Accounts.
4. Monthly financial statement of Accounts and physical outcomes
5. Quarterly Monitoring Register
6. Register for Annual Share of NCAF from the SCAF (State wise)
7. Register of Grants/Loans etc.

**Form-V****Statement of Accounts of National Authority for the financial year ending on 31<sup>st</sup> March, 20---**

[u/s 23(2)(i) & (ii) of the ACT ]

(Separate Forms for other Grants/Loans etc. are to be submitted)

As on 31<sup>st</sup> March ---

1	2	3	4	5	6	7	8
S.No.	Head	Physical outcome as approved in APO (in units)	Actual physical achievement during the year (in units)	Cumulative physical achievement till date. (in units)	Budget allocation during the year (in Rs.)	Actual amount spent (in Rs.)	Cumulative amount till date (in Rs.)
I	Schemes						
	a. Ongoing schemes						
	i.						
	ii.						
	iii.						
	iv.						
	v.						

	b. New Schemes					
	i.					
	ii.					
	iii.					
	iv.					
	v.					
	vi.					
	c. Others (specify)					
	i.					
	ii.					
	iii.					
	iv.					
		Budget Allocation(in Rs.)	Actual amount spent during the year(in Rs.)	Actual amount spent during last year(in Rs.)	Remarks	
II a.	Administrative Charges*					
b.	Other Administrative Expenses*					
c.	OtheRs.*					
III	Monitoring & Evaluation					
	a. Annual Audit					
	b. CAG Audit					
	c. E-green Watch Outcome					
	d. Third Party Monitoring					

#### Declaration

The above Report has been verified and found correct. The Report has been adopted by National Authority

Date:

Signature

Member Secretary, National Authority.

Notes: IIa \* Administrative charges include - Staff salary and wages, Pay & Allowances, Overtime Allowances, Pensionary charges, Medical Treatment, Administrative Expenses, Domestic Travel, Foreign Travel, Office Expenses, Electricity & Power, Water Charges, Rent, Rates & Taxes (including property tax), Purchase & Maintenance of Staff Car including POL.

IIb\* Other administrative charges include - Expenditure on conference, seminar, workshop. Etc. Training Programme, Advertisement & Publicity, Minor works, Professional Services, Other contractual Services.

IIIc\* OtheRs. include Cartage & Carriage inwards (on purchase of fixed assets/non-recurring items), Printing & Publications (other than academic), Subscription Expenses (other than academic), Non recurring management expenditure like, creation of Capital Asset of National authority, any other expenditure.

#### Form-VI

#### Annual Budget proposal of State Authority for financial year \_\_\_\_\_

[u/s 25(1) of the ACT]

S.No.	Description	Current Financial Year (in Rs.)	Last Financial Year (in Rs.)
1.	a. Opening Balance of funds received from National Authority as on 1st April		
	b. Opening Balance of loans/grants etc. received as on 1 <sup>st</sup> April		
2.	Estimated Annual receipt of State Authority		
	(a) Receipt of Fund by State Authorities from User agencies		
	(b) Receipt of accrual of interest on State Fund		

	(c) Receipt of Grants/loans/others of State Authority		
	(d) Any Other Income		
3.	Total estimated funds available with State Authority (as on 1 <sup>st</sup> April)(1+2)		
4.(i)	Annual Expenditure of State Authority out of SCAF		
	Net Present Value		
	Recurring Management Expenditure		
	i. Personnel services and benefits		
	ii. Administrative Expenses		
	iii. Other Administrative Expenses		
	iv. Any other expenditure		
	a. Non recurring Management Expenditure like Creation of Capital Asset/		
	b. Afforestation and other permissible activities		
	c. Expenditure on Ongoing works		
	d. Expenditure on New works		
e. Monitoring & Evaluation Expenditure			
4(ii)	Compensatory Afforestation works		
4(iii)	Catchment Area Treatment works		
4(iv)	Wildlife Management works		
4(v)	Other (specify)		
4(vi)	Interest :Works on permissible activities (specify)		
4. (vii)	Total estimated expenditure out of grants/loans etc.		
5. (i)	Estimated Gross Total Expenditure {4(i)+4(ii)+4(iii)+4(iv)+4(v)+4(vi)+4(vii)}		
(ii)	Estimated payments to National Authorities out of funds received from use agency.		
6.	Total closing balance with State Authority		
	a. Closing balance of funds received from National Authority		
	b. Closing balance out of receipt from User agencies		
	c. Closing balance of grants/loans etc.		

#### Declaration

The budget proposal as mentioned above has been approved and adopted by the State Authority.

Date:

Member Secy.  
State Authority

#### Form-VII

Monthly Account of State Authority for the Month \_\_\_\_\_

[u/s 27(1) of the Act]

I.	Total Opening balance of SCAFs (a+b+c+d)	Out of 90% share of SCAFs under Adhoc CAMPA	out of 90% share of SCAF under CAFA	Current Month (in rupees)	Last Month (in rupees)	Cumulative amount till this month (in rupees)
a.	Opening bal. of Principal Amount Component wise of all states (1+2+3+4+5+6+7+8+9)					
	1. Compensatory Afforestation					
	2. Additional Compensatory Afforestation					
	3. Penal Compensatory Afforestation					
	4. Net Present Value					
	5. Penal Net Present Value					
	6. Catchment Area Treatment Charges					

	7. Wildlife Conservation Plan Charges					
	8. Safety Zone Treatment Charges					
	9. Others (please specify)					
<b>b.</b>	<b>Opening balance amount of interest received by SCAFs (both on Adhoc CAMPA and under CAFA)</b>					
<b>c.</b>	<b>Opening balance amount of grants, Loans etc. received by State Authority</b>					
<b>d.</b>	<b>Opening balance amount of 10% share of NCAF with interest on delay, collected by States under CAFA and not transferred to NCAF</b>					
<b>II.</b>	<b>Total Amount received by SCAFs during the year (a+b+c+d)</b>					
<b>a.</b>	<b>Amount of interest accrued to SCAFs(on SCAFs deposits under CAFA and on Adhoc CAMPA transferred by NCAF)</b>					
<b>b.</b>	<b>Total Receipt by SCAFs under Adhoc CAMPA and Under CAFA</b>	<b>Out of 90% share of SCAFs under Adhoc CAMPA</b>	<b>out of 90% share of SCAFs under CAFA</b>			
	<b>Principal Amount Component wise of all states (1+2+3+4+5+6+7+8+9)</b>					
	1.Compensatory Afforestation					
	2. Additional Compensatory Afforestation					
	3. Penal Compensatory Afforestation					
	4.Net Present Value					
	5. Penal Net Present Value					
	6.Catchment Area Treatment Charges					
	7. Wildlife Conservation Plan Charges					
	8. Safety Zone Treatment Charges					
	9. Others (please specify)					
<b>c.</b>	<b>Amount of grants, Loans etc. received by SCAFs</b>					
<b>d.</b>	<b>Amount of interest on NCAF's 10% share under CAFA not transferred to NCAF</b>					
<b>III.</b>	<b>Total Expenditure by SCAF (a+b)</b>					
<b>a.</b>	<b>Total expenditure by SCAFs under Adhoc CAMPA and Under CAFA</b>	<b>Out of 90% share of SCAFs under Adhoc CAMPA</b>	<b>out of 90% share of SCAFs under CAFA</b>			
	<b>Principal Amount Component wise of all states (1+2+3+4+5+6+7+8+9)</b>					
	1.Compensatory Afforestation					
	2. Additional Compensatory Afforestation					
	3. Penal Compensatory Afforestation					
	4.Net Present Value					
	5. Penal Net Present Value					
	6.Catchment Area Treatment Charges					
	7. Wildlife Conservation Plan Charges					
	8. Safety Zone Treatment Charges					
	9. Others (please specify)					
<b>b.</b>	<b>Total Expenditure by SCAFs out of interest transferred from Adhoc CAMPA and under CAFA</b>					
	<b>i. Amount Spent by SCAF (60% of Interest accrued)[1+2+3+4+5+6]</b>					
	<b>ii. Amount Spent by SCAF (40% of Interest accrued)</b>					
<b>IV.</b>	<b>Payment to NCAF</b>					
	<b>i. Out of Principal amount of 10% share NCAF under CAFA</b>					
	<b>ii. Out of Interest amount on delayed payment of NCAF share</b>					
<b>VI.</b>	<b>Total Closing balance of SCAFs (a+b+c+d)</b>					
	<b>a. Closing bal. Component wise of all SCAFs</b>	<b>Out of Adhoc CAMPA</b>	<b>SCAF share under CAFA</b>			
	<b>Total Principal amount (1+2+3+4+5+6+7+8+9)</b>					

	1. Compensatory Afforestation					
	2. Additional Compensatory Afforestation					
	3. Penal Compensatory Afforestation					
	4. Net Present Value					
	5. Penal Net Present Value					
	6. Catchment Area Treatment Charges					
	7. Wildlife Conservation Plan Charges					
	8. Safety Zone Treatment Charges					
	9. Others (please specify)					
	<b>b. Closing balance amount of interest received by SCAFs (both on Adhoc CAMPA and under CAFA)</b>					
	<b>c. Closing balance amount of grants, Loans etc. received by State Authority</b>					
	<b>d. Closing balance amount of 10% share of NCAF under CAFA and interest collected by States on delayed payment to NCAF and not transferred to NCAF</b>					
<b>VII.</b>	<b>Cumulative figure of NCAF's <u>Outstanding dues</u> from states (Out of 10% share under CAFA and interest, collected by States on delay and not transferred to NCAF)</b>					

**Declaration**

The above Report has been verified and found correct. The Report has been adopted by State Authority.

Signature  
Member Secy.  
State Authority

Date

**Form-VIII**

**Monthly Statement of State Authority on Physical and Financial achievements by the State \_\_\_\_\_**

[u/s 27(1) of the Act]

Sl. No	Description	Physical outcome Target as approved in APO (in ha/trees)	Actual physical achievement during the year (in ha/trees)	Cumulative achievement till date. (in units) (in ha/trees)	Current Month (in rupees)	Last Month (in rupees)	Cumulative amount till this month (in rupees)
<b>I.</b>	<b>Total Expenditure out of Adhoc CAMPA funds</b> [Total Component wise works from Principal Amount] <b>(1+2+3+4+5+6+7+8+9)</b>						
	1. Compensatory Afforestation						
	2. Additional Compensatory Afforestation						
	3. Penal Compensatory Afforestation						
	4. Net Present Value						
	5. Penal Net Present Value						
	6. Catchment Area Treatment Charges						
	7. Wildlife Conservation Plan Charges						
	8. Safety Zone Treatment Charges						
	9. Others (please specify)						



<b>II.</b>	<b>Amount of expenditure by SCAF out of 90% share of CAMPA</b> [Total Component wise works from Principal Amount] <b>(1+2+3+4+5+6+7+8+9)</b>						
	Total Component wise Principal Amount works						
	1.Compensatory Afforestation						
	2.Additional Compensatory Afforestation						
	3.Penal Compensatory Afforestation						
	4.Net Present Value						
	5.Penal Net Present Value						
	6. Catchment Area Treatment Charges						
	7.Wildlife Conservation Plan Charges						
	8.Safety Zone Treatment Charges						
	9.Others (please specify)						
<b>III.</b>	<b>Total Expenditure by SCAFs out of interest transferred from Adhoc CAMPA</b>						
<b>IVa.</b>	<b>Amount Spent by SCAF (60% of Interest accrued)[1+2+3+4+5+6]</b>						
	1. Incremental cost due to inflation on compensatory afforestation						
	2. Incremental cost due to inflation on catchment area treatment plan						
	3. Incremental cost due to inflation on wildlife management plan						
	4. Concurrent monitoring and evaluation of works undertaken						
	5. Publicity and educational schemes						
	6. Any other activities with approval of steering committee						
<b>IVb.</b>	<b>Amount Spent by SCAF (40% of Interest accrued)</b>						
	<b>Total Administrative Expenditure (i+ii+iii+iv+v)</b>						
	i. Personnel services and benefits						
	ii. Administrative Expenses						
	iii. Other administrative expenses						
	iv. Monitoring & Evaluation Expenditure						
	v. Non recurring Management Expenditure like Creation of Capital Asset						
<b>V.</b>	<b>Outstanding dues to be paid to NCAF under CAFA (Out of 10% share and accrued interest on the NCAF share not transferred)</b>						

#### Declaration

The above Report has been verified and found correct. The Report has been adopted by State Authority.

Date:

Signature  
Member Secy.  
State Authority

## Form-IX

## Annual Statement of State Authority on Physical and Financial achievements by the State \_\_\_\_\_

[u/s 27(1) of the Act]

Sl.No	Description	Physical Target as approved in APO (in units)	Actual physical achievement during the year (in units)	Physical Target (others)	Physical Achievements (others)	Financial Target (in Rs)	Financial Achievement (in Rs)
<b>I.</b>	<b>Total Expenditure out of Adhoc CAMPA funds</b> [Total Component wise works from Principal Amount] <b>(1+2+3+4+5+6+7+8+9)</b>						
	1. Compensatory Afforestation						
	2. Additional Compensatory Afforestation						
	3. Penal Compensatory Afforestation						
	4. Net Present Value						
	5. Penal Net Present Value						
	6. Catchment Area Treatment Charges						
	7. Wildlife Conservation Plan Charges						
	8. Safety Zone Treatment Charges						
	9. Others (please specify)						
<b>II.</b>	<b>Amount of expenditure by SCAF out of 90% share of CAMPA</b> [Total Component wise works from Principal Amount] <b>(1+2+3+4+5+6+7+8+9)</b>						
	Total Component wise Principal Amount works						
	1. Compensatory Afforestation						
	2. Additional Compensatory Afforestation						
	3. Penal Compensatory Afforestation						
	4. Net Present Value						
	5. Penal Net Present Value						
	6. Catchment Area Treatment Charges						
	7. Wildlife Conservation Plan Charges						
	8. Safety Zone Treatment Charges						
	9. Others (please specify)						
<b>III.</b>	<b>Total Expenditure by SCAFs out of interest transferred from Adhoc CAMPA</b>						
<b>IVa.</b>	<b>Amount Spent by SCAF (60% of Interest accrued)[1+2+3+4+5+6]</b>						
	1. Incremental cost due to inflation on compensatory afforestation						
	2. Incremental cost due to inflation on catchment area treatment plan						
	3. Incremental cost due to inflation on wildlife management plan						

	4. Concurrent monitoring and evaluation of works undertaken						
	5. Publicity and educational schemes						
	6. Any other activities with approval of steering committee						
<b>IVb.</b>	<b>Amount Spent by SCAF (40% of Interest accrued)</b>						
	<b>Total Administrative Expenditure (i+ii+iii+iv+v)</b>						
	i. Personnel services and benefits						
	ii. Administrative Expenses						
	iii. Other administrative expenses						
	iv. Monitoring & Evaluation Expenditure						
	v. Non recurring Management Expenditure like Creation of Capital Asset						
<b>V.</b>	<b>Outstanding dues to be paid to NCAF under CAFA (Out of 10% share and accrued interest on the NCAF share not transferred)</b>						

#### Declaration

The above Report has been verified and found correct. The Report has been adopted by State Authority.

Date:

Signature  
Member Secy.  
State Authority

#### Form-X

#### Records and Accounts to be maintained by the State Authority

[ u/s 27(1) of the ACT ]

The following accounts/records will be maintained:

1. Cash Book, Ledger, Journal, Public Fund Accounts Register
2. Stock Register, Fixed Asset Register.
3. Registers showing expenditure by Heads of Accounts.
4. Monthly financial statement of Accounts and physical outcomes
5. Quarterly Monitoring Register
6. Register for Annual Share of NCAF from the SCAF (State wise)
7. Register of Grants/Loans etc.
8. Work register recording all physical works and corresponding expenditure carried out from State Compensatory Afforestation Fund.

#### Form-XI

#### Statement of Accounts of State Authority for the financial year ending on 31<sup>st</sup> March, \_\_\_\_

[u/s 28(2)(i) & (ii) of the ACT]

(Separate Forms for other Grants/Loans etc. are to be submitted)

As on 31<sup>st</sup> March \_\_\_\_

1	2	3	4	5	6	7	8
S.No.	Head	Physical outcome as approved in APO(in units)	Actual physical achievement during the year(in units)	Cumulative physical achievement till date. (in units)	Budget allocation during the year(in Rs.)	Actual amount spent(in Rs.)	Cumulative amount till date(in Rs.)
I	Schemes						
	1. Compensatory Afforestation						
	2. Additional Compensatory Afforestation						
	3. Penal Compensatory						

	Afforestation						
4.	Net Present Value						
5.	Penal Net Present Value						
6.	Catchment Area Treatment Charges						
7.	Improvement/protection of forest						
8.	Publicity and Education						
9.	Training						
10.	Movable assets						
	i						
	ii						
	iii						
11.	Immovable assets						
	i						
	ii						
12.	Other (specify)						
	i.						
	ii						

		Budget Allocation (in Rs.)	Actual amount spent during the year (in RS.)	Actual amount spent during last year (in Rs.)	Remarks
II a.	Administrative Charges*				
b.	Other Administrative Expenses*				
c.	Others*				
III	Monitoring & Evaluation				
	a. Annual Audit				
	b. CAG Audit				
	c. E-green Watch Outcome				
	d. Third Party Monitoring				

#### Declaration

The above Report has been verified and found correct. The Report has been adopted by State Authority.

Date:

Signature  
Member Secretary  
State Authority

**Notes: IIa** \* Administrative charges include - Staff salary and wages, Pay & Allowances, Overtime Allowances, Pensionary charges, Medical Treatment, Administrative Expenses, Domestic Travel, Foreign Travel, Office Expenses, Electricity & Power, Water Charges, Rent, Rates & Taxes (including property tax), Purchase & Maintenance of Staff Car including POL.

**IIb**\* Other administrative charges include - Expenditure on conference, seminar, workshop. Etc. Training Programme, Advertisement & Publicity, Minor works, Professional Services, Other contractual Services.

**IIc**\* Others include Cartage & Carriage inwards (on purchase of fixed assets/non-recurring items), Printing & Publications (other than academic), Subscription Expenses (other than academic), Non recurring management expenditure like, creation of Capital Asset of National authority, any other expenditure.

**Form-XII****Annual Plan of Operation**

[to be submitted by 31<sup>st</sup> December of current year for next financial year]

[Rule 36 of Compensatory Afforestation fund Rule 2018]

The annual plan of operation shall be prepared in three parts-

1. Brief History and past performance,
2. site-specific activities and
3. the other for non-site specific activities;

**a. The part-1: Brief History and past performance**

**Part-1 of APO shall contain**

1. Brief description of forest in the state
2. Forestry and other activities carried out in the state in last three years from the fund received under CAMPA and CAF. The information should be provided district/ forest division wise
3. Forestry and other activities carried out in the state in last three years from the fund received under other schemes.
4. Year wise total forest area diverted in the various districts/ forest divisions of the state since 1980, in tabular form
5. Year wise total Compensatory afforestation carried out in the state since 1980, in tabular form. The information should be provided district/ forest division wise
6. Different forestry schemes being implemented in the state.
7. Total afforestation work done in last three years under various schemes being implemented in the state, in tabular form.
8. Details of the community development works done from *ad hoc* CAMPA fund and SCAF received from National Authority. The information should be provided district/ forest division wise
9. Brief description and abstract of the Monitoring work done by the Monitoring and Evaluation wing of the State Forest Department.
10. Brief description and abstract of the Monitoring work done by the independent monitor (Third Party Monitoring) in the state
11. Details in tabular form the budgetary allocation in the state in previous year under different sub-heads for forestry and ancillary activities under state schemes by the state government.
12. Any other important information for consideration relevant for preparing APO.
13. The details of expenditure to be undertaken from mandatory Compensatory afforestation cost, NPV and interest component should be provided separately.

**b. Part-2 of APO shall contain description of site-specific activities**

1. District/ forest division wise details of new compensatory afforestation, Catchment area treatment plan works, wildlife management activities to be done as per the conditions imposed under Forest Clearance granted by the Central Government under Forest Conservation Act 1980. Details of only those districts may be provided where the CA work has to be done during the current financial under consideration
2. Location, geo-referenced maps/geo-co-ordinates (in case of immovable assets including plantation/ regeneration site), estimated cost, proposed implementing agency and implementation schedule of each activity proposed to be executed from State Fund to be provided district wise.
3. Details of maintenance of Compensatory afforestation work, Catchment area treatment plan works, wildlife management activities done in previous years, estimated cost (along with basis thereof),
4. Proposed implementing agency and implementation schedule of each activity proposed to be executed from State Fund to be provided district wise.

**c. Part-3: Non site specific activities to be done from NPV and Interest component**

1. District wise details of non-site activities to be done.
2. Location, geo-referenced maps/geo-co-ordinates (in case of immovable assets), estimated cost (along with basis thereof), proposed implementing agency and implementation schedule of each activity proposed to be executed from State Fund to be provided district wise.
3. Details of maintenance of the assets created in past from fund received from *ad hoc* CAMPA and SCAF, estimated cost, proposed implementing agency and implementation schedule of each activity proposed to be executed from State Fund to be provided district wise.

**d. General**

1. APO shall contain the physical targets of each permissible activity in measurable quantity along with the estimated cost of such activities.
2. APO shall contain the measurable outcome of all physical activities and targets of each permissible activity along with the period required for achieving the measurable outcome.
3. APO shall contain a certificate from the CEO, State Authority to the effect that it has been prepared in accordance with the extant rules/guidelines;

**Explanations:**

1. The Annual Plan of Operation shall include the following:
  - a) specify plans for committed expenditure and site specific activities for compensatory afforestation, penal compensatory afforestation, catchment Area Treatment Plan, Wildlife Management Plan and other permissible activities for restoration, development, protection and maintenance of forest and wildlife areas as specified in the approval granted under Forest Conservation Act 1980.
  - b) Plans for expenditure from the compensatory afforestation component of the State Fund with details of the geographical area where compensatory afforestation is proposed and any other such particulars as may be prescribed by the National Authority.
  - c) Plans for expenditure from the Net Present Value component of the State Fund.
  - d) Plans for expenditure from the interest component of the State Fund.
  - e) All details in tabular form the budgetary allocation in previous three years under different sub-heads for forestry and ancillary activities under state schemes by the state government.
2. The APO duly approved by the State Authority shall be submitted by the State Authority before 31<sup>st</sup> December of every year to the National authority for the next financial year.
3. The detailed model of Annual Plan Operation document and various proforma for collection of data shall be developed by the CEO of the National Authority in consultation with the State Authorities.

**RAKESH  
SUKUL** Digitally signed by  
RAKESH SUKUL  
Date: 2018.02.17  
17:22:05 +05'30'