

F.No.8-1/2015-FP
Government of India
Ministry of Environment, Forests and Climate Change
Forest Policy Division

Indira Paryavaran Bhawan,
Vayu Wing, 6th Floor,
Jor Bagh Road, Aliganj
New Delhi-110 003

Dated: 24.04.2015

OFFICE MEMORANDUM

Sub: Channel of Submission in respect of Forest Policy Division-reg.

The undersigned is directed to enclose the details of "Channel of Submission" in respect of Forest Policy/FIC Division of the Ministry for kind information and compliance.

This issues with the approval of Secretary (EF&CC).

Encl: as above.

24/4/15
(S.N. Mishra)
Assistant Inspector General of Forests (Forest Policy)
Tele: 2469 5378

To

1. IGF(EAP)/ DIGF(FP) and All officials in Forest Policy Division.

Copy to:

1. Joint Secretary (Admin.), MoEF&CC, New Delhi
2. Deputy Secretary (IWSU), MoEF&CC, New Delhi
3. PPS to Secretary, EF&CC/PPS to DGF&SS/PPS to ADGF(FC)
4. Guard File/Forest Policy website

**Ministry of Environment, Forests & Climate Change
Forest Policy/ FIC Division**

S.No		Subject matters		Channel of Submission						
		Parliament Questions/ Assurances	Un-starred Starred	UDC/Ass istant/RI	SO/TO	AIGF	DIGF	IGF	MEF	
				TO		AIGF	DIGF	IGF	ADGF/ DGF&SS	Secretary MEF
2.		Policy Matters		TO		AIGF	DIGF <td>IGF</td> <td>ADGF/DGF&SS</td> <td>Secretary MEF</td>	IGF	ADGF/DGF&SS	Secretary MEF
3.		Amendment in Central Acts/ New Bill		TO		AIGF	DIGF	IGF	ADGF/DGF&SS	Secretary MEF
4.		Court Cases	Affidavit	UDC/Ass istant/RI	SO/TO	AIGF	DIGF	IGF*		
5.		Processing of Foreign visit deputation	Nomination Approval	TO		AIGF	DIGF	IGF	ADGF/DGF&SS	
			Deputation Order	SO/TO		AIGF	DIGF	IGF	Secretary/ MEF	
6.		Domestic tour	Nomination & Approval	UDC/Ass istant/RI	SO/TO	AIGF	DIGF/ IGF			
7.		Providing inputs / information to Divisions / Ministry/ Department/		RI/TO		AIGF	DIGF/ IGF			
10.		Routine matters		UDC/Ass istant/RI	SO/TO	AIGF	DIGF			
11.		VIP Reference & PMO Reference		UDC/Ass istant/RI	SO/TO	AIGF	DIGF	IGF		
13.		RTI matters		UDC/Ass istant/RI	SO	AIGF				

14.	Public Grievances	UDC/Ass istant/RI	SO/TO	AIGF	DIGF
15.	E Samiksha/Up-dation of Website	TO		AIGF	DIGF
16.	Seeking comments/ other Misc. Matters	UDC/Ass istant/RI	SO/TO	AIGF	DIGF
17.	REDD+ matters	TO		AIGF	DIGF/IGF

Note:

* Except matters involving Policy matters, in that case approval of Secretary/ MEF&CC will be obtained through DGF &SS.

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