

Minutes of the 17th Executive Committee of West Bengal CAMPA held on 22nd December, 2015 at 2 P.M in Aranya Bhawan, Kolkata

Following members participated in the said Executive Committee meeting:

1. Shri Azam Zaidi, IFS, PCCF(HoFF), WB , Chairman of the Executive Committee.
2. Shri N. K. Pandey, IFS, PCCF, General, WB, Member
3. Shri P. Shukla, IFS, PCCF, Wild Life, WB, Member
4. Shri R. R Pandey, IFS, PCCF, RMD, WB, Member
5. Shri. P.T Bhutia, IFS, Addl. PCCF, North Bengal, Member
6. Shri. M. R . Bhatta, IFS, Conservator of Forests, LA& FCA as Special Invitee
7. Shri S. K. Agarwala, Cost Accountant as Special Invitee
8. Shri R.R P. Singh, IFS, APCCF, CAMPA & Nodal Officer as Member Secretary

Note : Shri Sukant Kumar Pal, Member could not attend due to his prior engagement & Smt. Susmita Ghosal Member could not attend due to her illness. Both of them were informed well in advance over phone & through their e-mail before the meeting.

The Member Secretary initiated the proceedings of the meeting by welcoming the members of the Executive Committee & briefed the house on different issues and placed following reports for the discussion and approval:

1. **Annual Report for five years : 2010-11; 2011-12; 2012-13; 2013-14 and 2014-15.**
2. **Statutory Audit Report and Balance Sheet for three years: 2012-13; 13-14 & 2014-15.**
3. **Action Taken Report on 16th Executive Committee Meeting.**
4. **Annual Plan Operation for 2016-17.**

Agenda 1. Annual Report for five years : 2010-11; 2011-12; 2012-13; 2013-14 and 2014-15.

The Executive Committee approved the five years Annual Report and requested the Member Secretary to place all five years Annual Report to the State Level Steering Committee (SLSC) for their approval. It was decided that the composition of SLSC should be modified to the extent as discussed. The PCCF (HoFF) will submit the proposal to Forest Department for necessary modification of the composition of State Level Steering Committee.

Agenda 2. Statutory Audit Report and Balance Sheet for three years:

2012-13; 13-14 & 2014-15.

Last three years accounts for the financial year 2012-13, 2013-14 & 2014-15 duly prepared by the Cost Accountant Firm, S.K. AGARWALA & COMPANY and now being audited by the

Chartered Accountant Firm, R. SONTALIA & COMPANY along with the Statutory Audit Report and Balance Sheet for three consecutive years duly prepared by the Chartered Accountant Firm were placed before the Executive Committee and after detailed deliberation and discussion, the Executive Committee passed three years accounts. The Member Secretary was further requested by EC to place five years accounts before SLSC to get the approval.

The Committee also suggested for getting the approval of the Steering Committee for work component in respect of construction of boundary wall of Forest Training Centre at Kharagpur which was taken up within the available fund duly approved by the Executive Committee. While discussing the Statement of Expenditure & Balance Sheet the committee advised to give footnotes for the better understanding of Net & Gross Balance of the accounts.

Shri N. K Pandey, IFS, PCCF General intimated that the Government has issued recently one circular regarding the unutilized fund lying in the treasury. The PCCF has to submit the scheme wise list to the Forest Department in the prescribed format for sanction. After that the fund can be drawn from the Treasury in TR Form No. 70 B by the DDOS.

Regarding Monitoring & Evaluation of the various activities undertaken in CAMPA, EC advised that The PCCF, RM&D will formulate the modules for the internal monitoring and ask for the fund from CAMPA based on the information given in the meeting about physical and Financial achievements for five years. Side by side, for third party monitoring, the Nodal Officer will continue to work the procedure for e-tender & other formalities.

Agenda 3. Action Taken Report on 16th Executive Committee Meeting

The Executive Committee constituted a committee for suggesting suitable forestry works over the unsuitable land for plantation handed over by NHPC in lieu of forest land for their project in respect of Kalimpong & Wild Life II divisions. The constituted committee will be as follows:

- i. Addl. PCCF, North Bengal - Chairman
- ii. CCF, North Bengal - Member Secretary
- iii. CCF, WL (North) - Member
- iv. GM, WBFDC Ltd - Member

The EC has approved the appointment of Chartered Accountant firm to conduct the audit @ Rs.8000/ for each year. They have completed their job and placed the Statutory Audit Report and Balance Sheet for the approval of EC.

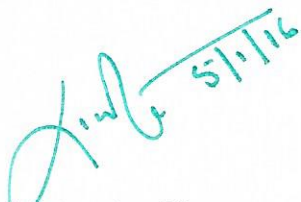
The Executive Committee also authorized the present Nodal Officer to sign the Cash Book which was not signed by the then Nodal Officer.

Agenda 4. Annual Plan Operation for 2016-17.

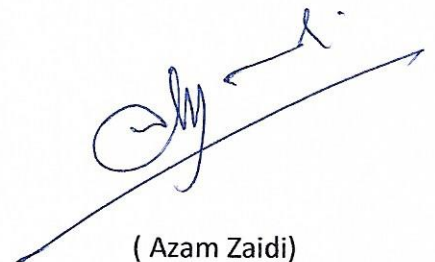
The Executive Committee thoroughly discussed the APO and suggested some minor changes before placing in Steering Committee for approval.

Agenda 5 Miscellaneous:

Based on the representation, the matter on studies of Bird Diversity was again discussed & EC unanimously rejected the request as it has already been closed in 10th EC. No further discussion will be made in future on the matter.



(R. R. P Singh)
Member Secretary



(Azam Zaidi)
Chairman