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**MINUTES OF THE MEETING OF THE 4<sup>TH</sup> STATE LEVEL STEERING  
COMMITTEE WEST BENGAL ON 22-04-2013 (11 AM) AT CM  
CONFERENCE HALL-2**

The following members attended the meeting:-

1. Chief Secretary, Govt. of West Bengal.
2. Additional Chief Secretary, Forest Deptt., Govt. of West Bengal.
3. Principal Chief Conservator of Forests (HoFF), West Bengal.
4. Principal Chief Conservator of Forests, General, West Bengal.
5. Addl. Principal Chief Conservator of Forests, Central, Eastern regional Office, MoEF, Bhubaneswar (Representative of MoEF, GOI)
6. Dipankar Bhattacharyya, Sealdah Training Social for Madical Research.
7. Kajal Ghosh, Siliguri Bidhannagar Sevayan, Milan Pally, Bidhannagar, Darjeeling
8. Addl. Principal Chief Conservator of Forests CAMPA & Nodal Officer FCA

1. Confirmation of the minutes of 3<sup>rd</sup> meeting held on 11/04/2013

Minutes of the 3<sup>rd</sup> meeting was confirmed and taken as approved, as there was no observation or comment from the members present in the meeting.

2. Discussion on Action Taken Report in connection with the minutes of 3<sup>rd</sup> meeting

Action taken report on the minutes of 3<sup>rd</sup> Steering committee meeting was placed in the meeting. The Details of Physical and Financial achievement as against fund released in 1<sup>st</sup> and 2<sup>nd</sup> instalment ( Rs 5.29 crores each) was reported in the meeting.

Sri J.K. Tewary, Addl. PCCF, Central suggested that details of Physical and Financial achievement may also be classified component-wise so as to ensure that fund allotted for one component (e.g.CAT/CA/NPV etc) may not be utilised for other. The committee advised the member secretary to take necessary action in this regard.

3. Approval of Annual Plan of Operation (work program) for the year 2013-14

The work programme (6.45 crore) approved on the 8<sup>th</sup> meeting of Executive Committee was placed in the meeting. Chief Secretary, the Chairperson of the Committee advised that Work Programme amounting to Rs 10 Crore may be prepared. The Annual Plan of Operation of Rs 10 crore as placed at annexure A was approved.

4. Review of progress on utilisation of fund

The details of physical and financial achievements were noted.

5. Approval of Para 6 of the minutes of the 7<sup>th</sup> meeting of the Executive Committee


Minutes of the 7<sup>th</sup> meeting of Executive Committee was placed. The Committee approved the expenditure incurred mentioned in Para 6 therein.

6. Approval of Audited account of 2010-11 and 2011-12

Auditor's reports (prepared by a Chartered Accountant) from 12/11/2009 to 31/03/2011 and 1/4/2011 to 31/03/2012 were placed in the meeting. Additional Chief Secretary, Forest, pointed out that the engagement of such Auditor requires to be approved by the Executive Committee. As per GOI's guideline and WB Forest Deptt. G.O, Executive Committee is responsible for audit of receipts and payments. The Steering Committee therefore did not approve the audit report.

The Committee was informed that CAG audit of CAMPA has been done and draft report has been submitted. Principal Chief Conservator of Forests, West Bengal (HOFF) has already sent his replies to the same. It was discussed that the CAG report should be examined by the Executive Committee and the Committee should suggest appropriate action..

Meeting ended with vote of thanks to Chair.

  
ACS Forests

  
CS, GOWB