



No. Ft. CAMPA/48/2010/Executive Committee/Vol-III

Dated: Shimla-1, the

16 JUN 2016

To:

1. Pr. Chief Conservator of Forests (Wild Life & CWLW), Shimla.
2. Addl. Pr. CCF (CAT Plans), Shimla.
3. Addl. Pr. CCF (Admin, Policy & Fin.), Shimla.
4. Addl. Pr. CCF (FCA), Shimla.
5. Deputy Controller (Finance & Accounts) O/o Pr. CCF, HP, Shimla.
6. The Secretary General, HP Power Producers Forum, Uttam Bhawan, Near 103 Tunnel, Shimla 171004.
7. The Member Secretary, HP Eco-Development Society, Palampur (Forest Complex Holta), Distt. Kangra HP.

**Subject: Proceedings of 14<sup>th</sup> Meeting of Executive Committee of the "HP State compensatory Afforestation Fund Management & Planning Authority (HP State CAMPA).**

Sir,

The Proceedings of 14<sup>th</sup> meeting held on 26.05.2016 of the HP State CAMPA held under the chairmanship of Pr. Chief Conservator of Forests (HoFF)-cum-Chairperson, HP State CAMPA EC HP are sent herewith for information and necessary action please.

Yours faithfully,

*M. N. Dey*  
16/6/2016

Member Secretary  
Executive Committee of State CAMPA  
-cum- Nodal Officer, HP State CAMPA

Endst. No. As above

Dated: Shimla-1, the

16 JUN 2016

Copy is forwarded to Private Secretary to Chairman, HP State CAMPA EC-cum-Pr.CCF (HoFF) HP, Shimla alongwith copies of proceedings of 14<sup>th</sup> meeting of HP State CAMPA held on 26.05.2016 respectively.

*M. N. Dey*  
16.6.2016

Member Secretary  
Executive Committee of State CAMPA  
-cum- Nodal Officer, HP State CAMPA

*M. N. Dey*  
15/6/16

**MINUTES OF 14<sup>th</sup> MEETING OF EXECUTIVE COMMITTEE – HP STATE CAMPA**  
**held on 26.05.2016**

The 14<sup>th</sup> Meeting of Executive Committee of HP State CAMPA was held on 26.05.2016 under the Chairpersonship of Shri S. P. Vasudeva, Principal Chief Conservator of Forests (HoFF), Himachal Pradesh. The meeting was attended by the following members of the Committee:-

SN	Name of Participant	Designation	Remarks
1	Shri S. P. Vasudeva	Principal CCF (HoFF), HP	Chairperson
2	Shri S. S. Negi	Principal CCF (Wildlife), HP	Member
3	Dr. R. C. Kang	Addl. Pr. CCF (CAT Plans), Shimla	Member
4	Dr. V.R.R. Singh	Addl. Pr. CCF (FCA), Shimla	Member
5	Shri A. C. Sharma	Addl. Pr. CCF (Admin., Policy & Fin.), Shimla	Member
6	Shri Ravinder Sharma	Section Officer (F&A), HPFD, Shimla	Rep. Dy. Controller (F&A)
7	Shri C. M. Walia	Secretary General, Himachal Power Producers Forum, Shimla	Non-Official Member
8	Shri Sandeep Singh Rana	NRM Program Co-ordinator, HP Eco Development Society Palampur	Non-Official Member
9	Shri Anil Vaidya	Nodal Officer, CAMPA & CF (CAT Plans), Shimla	Member Secy.

At the outset, the Member Secretary welcomed the Chairperson and other members of Executive Committee to the meeting. Thereafter, the Agenda Items were taken up for discussion. All the agenda items were discussed and deliberated in detail in the meeting and following decisions were taken:-

**Agenda Item - 14.1: Action Taken Report on Previous Meetings:**

The Action Taken Report on the decisions taken in 11<sup>th</sup>, 12<sup>th</sup> & 13<sup>th</sup> meeting of the Executive Committee of HP State CAMPA held on 01.06.2015, 21.11.2015 and 28.01.2016 respectively was placed before the Committee for perusal and approval.

**Decision Taken:** The Executive Committee perused the Action Taken Report on the decisions of previous meetings and approved the actions proposed thereon except further directions on the following issues:-

**6.10: Reconciliation of CAMPA Accrual with FCA:** The Committee was informed about the stand taken by Adhoc CAMPA on the delayed reconciliation of CAMPA accruals that the release of funds for 2016-17 would be made after its completion. Therefore, the need for early reconciliation was highlighted. The Addl. Pr. CCF (FCA) assured the Committee that the issue will be settled at the earliest. **It was decided that CCF (FCA) will complete the task of reconciliation of CAMPA accruals with the Adhoc CAMPA by 30.06.2016 positively.**

*Ready*

**7.4.2: Installation of Double Entry Accounting System for Preparation of CAMPA Accounts from 2012-13 onwards:-** The EC was apprised that as per decision taken in 10<sup>th</sup> meeting, the issue of preparation of Customised Dual Use Accounting and MIS software for CAMPA was kept on hold till gaining experience of Forest Financial Management System (FFMS) software developed for HPFD and similar software developed for HPSFDC and Mid Himalayan Watershed development project. After the detailed discussions and deliberations on the issue, it was felt that development of customised software, after evaluating the experience of Forest Financial Management System and experiences of HPSFDC and Mid Himalayan Project, may be a long drawn exercise and the learnings may not be very relevant keeping in view the totally different accounting procedure and fund flow mechanism of State CAMPA. The Committee also noted the urgency of preparation of CAMPA accounts which has also been flagged in Audit report of AG (HP). **It was therefore decided that the Tally Software may be procured as per Rate Contract of HP State Electronics Development Corporation with Tally and installed in all the units with provision of hand holding/ training of one year for HPFD staff so that CAMPA accounts of all the executing agencies are prepared on double entry commercial accounting format as prescribed for State CAMPA.**

**12.4: Internal Audit of CAMPA:** The EC was informed that as per decision taking in 12<sup>th</sup> meeting, the ToRs for hiring the services of Chartered Accountant for internal audit of CAMPA accounts have been finalised for floating of EoI. It was decided that the internal audit of accounts from 2010-11 onwards should be initiated and it be ensured that the work is got done through a Chartered Accountant empanelled with the CAG.

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**Agenda Item – 14.2: Ratification of Decision through Circular**

The annual accounts of HP State CAMPA for the year 2009-10, prepared on Double Entry Accounting System, containing Balance Sheet; Income & Expenditure account; Receipt & Payment account; subsidiary schedules and Notes to Financial Statement for the year ended 31.03.2010, were adopted and approved by the EC through circulation. This circular decision was placed before the EC for ratification.

**Decision Taken:** The EC perused and ratified the decision taken through circulation.

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**Agenda Item – 14.3: Status of APO 2015-16 and Release of Funds by Adhoc CAMPA**

The EC was informed that against the General Fund APO of Rs. 95.60 crores for 2015-16, the Adhoc CAMPA upto 31.03.2016 had released funds of Rs. 76.98 crores and thus, there was short release of Rs. 18.62 crores. However, after pursuing the matter with Ad-hoc CAMPA, out of Rs. 18.62 crores, an amount of Rs. 8.52 crores was later released during May 2016 reducing the short release to Rs. 10.10 crores.

*Maadip*

The Adhoc CAMPA, while releasing the amount of Rs. 8.52 crores vide its letter dated 09.05.2016 had mentioned the entitlement of Rs. 85.54 crores for 2015-16. However, till 31.03.2016, no intimation with regard to the reduction in entitlement of general fund release from Rs. 95.60 crores to Rs. 85.54 crores was received from Adhoc CAMPA. It was conveyed only in the meeting of Nodal Officers of State CAMPAs taken by DGF&SS during on 4<sup>th</sup> May 2016 which was contested by the representatives of the State. After this meeting, the amount of Rs. 8.52 crores was released by Adhoc CAMPA during May 2016. The Committee was informed that the Adhoc CAMPA has also mentioned unsatisfactory performance on e-Green watch and delayed submission of progress reports as the reasons for short release of funds. The status of APO 2015-16 and release of funds by Adhoc CAMPA was placed before the Committee for perusal and consent for placing it before the Steering Committee seeking its approval for approaching Adhoc CAMPA to release the balance amount of Rs. 10.10 crores against APO 2015-16.

**Decision** The EC took note of the short release of funds against APO 2015-16 and  
**Taken:** approved for placing this matter before the Steering Committee seeking its  
consent to approach the Adhoc CAMPA for release of balance amount of Rs.  
10.10 crores.

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#### **Agenda Item – 14.4: Progress Report of 2015-16**

The EC was informed that the Steering Committee while approving the general fund APO 2015-16 had decided for making efforts to take up additional targets of CA to wipe out the long pending backlog by reducing outlay of CAT Plan APO as per requirement. It was further decided that the funds may be spared from the component of Infrastructure Development and Non-biological works proposed in the CAT Plan APO and diverted to the NPV APO to accommodate more priority activities and targets. Accordingly, additional targets were taken up under the sector of Compensatory Afforestation and NPV and the sector-wise revised outlay was produced before the EC.

The EC was also informed that against the total outlay of Rs. 104.109 crores for 2015-16, an expenditure of Rs. 97.58 crores was incurred upto 31.03.2016. In addition, Rs. 4.89 crores were also spent as spill over expenditure against the APOs of previous years taking the total expenditure during the year to **Rs. 102.47 crores**. The sector-wise detail of APO 2015-16 and expenditure there-against was placed before the Committee for perusal and approving the sector-wise revised general fund APO 2015-16 as per Progress Report of Rs. 102.47 crores for placing before the Steering Committee for approval.

**Decision** The EC perused and approved the sector-wise revised APO of General Fund for  
**Taken:** 2015-16 as per the Progress Report with its expenditure of Rs. 102.47 Crores  
incurred upto 31.03.2016 for placing before the Steering Committee.

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**Agenda Item – 14.5: Anticipated Release of funds for 2016-17**

The EC was apprised that during the meeting of officials of this office with DGF & SS, Gol on 12.05.2016, the total amount Rs. 1202 crores was conveyed as standing at the credit of HP State as on 31.03.2016 including Protected Area Corpus. Further, the DGF&SS had desired to formulate the APO for 2016-17 on the basis of total accumulation of Rs. 1202 crores and also to reconcile the credits with Adhoc CAMPA without further delay. The assurance for releasing the balance of Rs. 10.10 crores of 2015-16 along with the funds of 2016-17 was also given.

It was also informed that the release of Rs. 98.90 crores @ 10% of principal amount of Rs. 989 crores of general funds was anticipated for 2016-17 and the APO being framed accordingly.

The status of anticipated release for determining the outlay of APO for 2016-17 was placed before the EC for perusal and approval for placing before the Steering Committee.

**Decision** The EC took note of the status of anticipated release for 2016-17 and approved  
**Taken:** for placing before the Steering Committee.

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**Agenda Item – 14.6: Annual Plan of Operation (APO) for 2016-17**

The General Fund Annual Plan of Operation (APO) of Rs. 98.90 crores for the year 2016-17, formulated in consonance with the anticipated release of funds, was produced before the Executive Committee giving the detail of sector-wise allocation.

The EC was informed that the Compensatory Afforestation had been accorded the highest priority with a view to wipe out the backlog of CA. The Compensatory Afforestation over 1270 hectare, incorporating all the proposals of field offices, was proposed with an outlay of Rs. 14.75 crores. Further, the outlay of CAT Plan sector was fixed at Rs. 38.52 crores. Some proposals of non-biological works like construction of new buildings, awareness, research & training and M&E etc. were reduced to make provision for ETF within the CAT Plan APO. The outlay under other sectors of WLMPs, S&WC Plans, Reclamation Plans and Green Belt were proposed as per proposals of field offices.

The detailed APO 2016-17 was placed before the EC for perusal and approval for placing it before the Steering Committee seeking approval for its submission to Adhoc CAMPA for funding.

**Decision** The Executive Committee, after detailed discussions and deliberations,  
**Taken:** approved the APO of Rs. 98.90 crores for 2016-17 for placing it before the Steering Committee seeking its approval for submission to Adhoc CAMPA for funding. In view of uncertainty of the meeting of the Steering Committee due to the impending superannuation of the Chief Secretary, GoHP-cum-Chairperson, it was decided to get the APO approved through circulation. It was also decided to give details of balance amount of backlog of compensatory afforestation and targets of CA being taken up during current year in the agenda for Steering Committee.

It was also decided that in view of the approaching plantation season,

*Unadep*

the targets of new plantations and maintenance of lantana eradicated areas proposed in the APO 2016-17 may be approved and issued to the field offices in anticipation of release of funds from Adhoc CAMPA so that these season specific activities are taken up for implementation by the field offices.

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**Agenda Item – 14.7: Check List to Be Furnished With APO as desired by Adhoc CAMPA**

The EC was informed that as conveyed by the Adhoc CAMPA, the APO for 2016-17 will not be considered unless the status on the issues given below was submitted duly signed by the Chief Secretary/Chairperson of the Steering Committee; Pr. CCF (HoFF); Addl. Pr. CCF (CAMPA) of the State, and the Addl. Pr. CCF (Central), RO, MoEF, Dehradun:-

Compensatory Afforestation;	Benchmark of 70% expenditure;
Dates of submission of QPRs;	Performance on e-green watch;
Reconciliation of project-wise remittances with Adhoc CAMPA;	Preparation of accounts of CAMPA on double entry accounting system;
Status of 3 <sup>rd</sup> party monitoring;	Status of replies to the CAG Report;
Compensatory Afforestation undertaken during 2015-16;	Composition of Steering Committee;
Submission of data of FCA cases since 1980;	Credit of amount through e—portal.

The point-wise check list containing status/report on these points was placed before the EC for perusal and approval for placing before the Steering Committee for approval and signatures of the respective authorities.

**Decision** The Executive Committee approved the checklist for placing it before the  
**Taken:** Steering Committee for its approval and signatures of the respective authorities.

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**Agenda Item – 14.8: APO of Protected Area Corpus (Koldam stipulation)**

The APO of Rs. 38.83 Crores of Conservation and Protection of Protected Areas in HP for 2016-17, against the Action Plan of Rs. 226.35 Crores stipulated in Kol Dam project, being regulated as a separate corpus for its utilisation on Protected Areas, was placed before the EC for perusal and approval for placing before the Steering Committee seeking approval for its submission to Adhoc CAMPA for funding.

**Decision** The EC perused and approved the APO of Rs. 38.83 Crores of Protected Area for  
**Taken:** 2016-17 for placing it before the Steering Committee seeking approval for its submission to Adhoc CAMPA for funding.

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*Secretary*

**Agenda Item – 14.9: Annual Report of State CAMPA for 2009-10**

The EC was apprised that the CAMPA guidelines provide for the submission of accounts of State CAMPA as certified by the Accountant General, or any other person appointed by him in this behalf, together with the audit report thereon and annual report to the State Government, the MoEF and the Adhoc CAMPA. The Annual Report is to provide the detail of various works done and the amount spent; the details of the amount received by the State CAMPA from various sources and the observations made in the audit report.

It was also informed that the AGHP had audited the annual Accounts of HP State CAMPA for the year 2009-10, prepared on double entry accounting system and Audit Report had been issued thereon. The Annual Report of HP State CAMPA for 2009-10 comprising the detail of works executed, amount received by State CAMPA and observations made by AGHP in the Audit Report was placed before the EC for perusal and consent for placing it before the Steering Committee for approval and its submission to GoHP and Adhoc CAMPA, Gol.

**Decision**    The EC perused and approved the Annual Report of State CAMPA for 2009-10  
**Taken:**       for placing it before the Steering Committee seeking its approval and consent  
                     for its submission to GoHP and Adhoc CAMPA, Gol.

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**Agenda Item – 14.10: Funding of ETF companies**

The EC was apprised that the entire provision of Rs. 21.40 crores made for ETF companies in this CAT Plan had been exhausted. On the other hand, the User Agency of Miyar project had also not deposited the cost of CAT Plan so far which had some provision for ETF funding. Thus, no funds were available to meet the expenditure of ETF during 2016-17. The GoHP had also conveyed that the expenditure of ETF will continue to be loaded on the CAT Plans.

The Steering Committee in its 11<sup>th</sup> meeting had decided to revise the existing CAT Plans to make provision for ETF, wherever feasible by reducing the provision of non-biological works. In accordance with this decision, the provision existing in the on-going CAT Plans against the components of awareness, publicity, research & training, M&E, capacity building, vehicle and operational support and ETF, wherever available, was being worked out to make provision for ETF by revising the CAT Plan documents.

The Committee was informed that against total annual liability of about Rs. 14.00 crores, a provision of about Rs. 9.00 crore was made in the CAT APO 2016-17 by curtailing the proposals of non-biological works as a stop gap arrangement till the alternative source of funding comes up. Besides this, the unspent amount of NPV APOs of previous years will also be utilised to clear the liability. The matter has again been referred to GoHP for making alternative source of funding for ETF. The status of funding of ETF companies was placed before the EC for perusal and for approving of the proposed arrangement.

**Decision**    The EC took note of the status of funding of ETF companies and approved the  
**Taken:**       arrangement proposed to meet the ETF expenditure.

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**Agenda Item – 14.11: Approval to Engage Contractual Services of Accounts Supervisor**

The EC was apprised that the Steering Committee, while approving the engagement of contractual services of One No. Accounts Supervisor for CAMPA office in its 8<sup>th</sup> meeting, had authorised EC to decide on qualifications, terms and conditions of service contract and extension.

It was also informed that the AGHP in the audit report on the CAMPA accounts for 2009-10, while pointing out the issue of non-preparation of ledgers of CAMPA on double entry system, had highlighted the need to strengthen the State CAMPA office. As per AGHP, the audit of CAMPA accounts for 2010-11 will not be undertaken until the ledgers are converted on double entry system.

After exploring the possibilities of engaging some retired finance officer to update the account of State CAMPA on double entry accounting system, resume from Shri Sohan Lal Pal, R/o Pal House, Vill: Sarghin, PO: Beolia, Shimla, who had been superannuated as Finance Officer from HP PCL Shimla, was received. The monthly payable emoluments to the retired officer on his re-employment were worked out to Rs. 33,700/-, on the basis of his last pay drawn Rs. 33,140/- plus CA Rs. 250/- & Capital Allow. Rs. 275/- excluding HRA, as per instructions contained in GoHP letter dated 17.06.2014. The proposal for engaging the services of Shri Sohan Lal Pal, Retired Finance Officer as Accounts Supervisor in CAMPA office for an initial period of one year, to convert the CAMPA accounts on proper ledgers of double entry accounting system, was placed before the Executive Committee for consideration and approval.

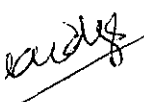
**Decision** The EC considered the proposal and approved the engagement of Shri Sohan  
**Taken:** Lal Pal, Retired Finance Officer as Accounts Supervisor in CAMPA office at fixed  
monthly salary of Rs. 33700/-.

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**Agenda Item – 14.12: Revision of Emoluments Contractual Office Assistant**

The EC was informed that Shri Jagdish Singh Parmar, retired Superintendent, on his re-engagement as contractual Office Assistant in CAMPA office was being paid lumpsum monthly salary of Rs. 18,700/- and he had requested to increase his salary on the basis of last pay drawn minus pension. Further, the GoHP instructions dated 17.06.2014 provide that the retirees on their re-employment in the respective organisation shall be allowed "Last pay drawn i.e. pay in the pay band plus grade pay being drawn at the time of retirement". They shall also be paid other allowances but not Dearness Allowance.

It was proposed to pay revised monthly salary of Rs. 23,900/- to Shri Jagdish Singh Parmar, contractual Office Assistant on the basis of his last pay drawn (Rs. 23,390/-) plus CA (Rs. 250/-) and Capital Allow.(Rs. 275/-) total of which comes to Rs. 23,915/- excluding HRA. The EC was requested to consider and approve the proposal.

 **Decision** The EC considered the proposal and approved the revised fixed monthly salary  
**Taken:** of Rs. 23,900/- in favour of Shri Jagdish Singh Parmar, re-employed as  
Contractual Office Assistant in CAMPA office, with effect from 01.01.2016.

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**Agenda Item – 14.13: Engagement of Contractual Computer Operator in Rampur Circle**

The Executive Committee was apprised that the Hon'ble State Administrative Tribunal had passed orders dated 18.09.2015 in OA No. 3495/2015-Promila Devi V/s State of HP, the operative part of which was produced as under:-

"In the meanwhile the respondents/ competent authority may allow the applicant to continue against CAMPA on the analogy of S/Shri Ashok Kumar, Jiwan Kumar, Bhupinder Mehta and Smt. Krishana Maya who on discontinuation of CAT Plan are said to have been adjusted against CAMPA as averred by the applicant vide Para-6(a)(vi) of the Original Application in accordance with rules/law till further orders."

The EC was also informed that the approval of Steering Committee for the engagement of 6 number Computer Operators in Rampur circle had already been conveyed to CCF Rampur against which one post was vacant. CCF Rampur was directed to engage the services of Smt. Promila Devi as Contractual Computer Operator against this vacant post in compliance to the orders dated 18.09.2015 of Hon'ble HP SAT.

Since, it involved the engagement of a particular person in compliance to the orders of HP SAT; hence, the decision of the engagement of Smt. Promila Devi, as contractual Computer Operator was placed before the EC for ratification.

**Decision Taken:** The EC ratified the decision of engagement of Smt. Promila Devi, as contractual Computer Operator in Rampur Circle, in compliance to the orders of HPSAT. It was also decided to apprise the Steering Committee accordingly.

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**Agenda Item – 14.14: Extension of Contractual Manpower**

The EC was informed that after having been approved by the Steering Committee, the Data Entry Operators/ Computer Operators were engaged on contractual basis through service provider and the services of two number contractual DEOs/COs were provided to CF (IT). Further, the Chairperson, EC while according approval for the extension of contract period from 01.04.2016 to 31.03.2017 in favour of Ms. Kirana and Ms. Bhawna, DEOs had recorded to get it concurred from the EC and Steering Committee. In this regard, the EC was informed that the Steering Committee, while according its approval for the engagement of contractual services in its 8<sup>th</sup> meeting had authorised the EC to decide on the qualifications, terms and conditions of service contract and extension. The engagement of contractual manpower had not been approved for specific period by the Steering Committee.

Since, the services of contractual manpower engaged through service provider were required for further period; hence, the EC was requested to approve extension in service of these employees as authorised by the Steering Committee.

**Decision Taken:** The EC approved the extension in services of Ms. Kirana and Ms. Bhawna, contractual Data Entry Operators.

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**Agenda Item – 14.15: Annual Budget of CAMPA Head Office**

The Executive Committee was apprised that during 2015-16, the annual budget of CAMPA office of Rs. 70.00 Lakh, out of Interest Income, was approved by the Steering Committee against which an expenditure of Rs. 64.82 Lakh was incurred upto 31.03.2016.

Further, the annual budget of Rs. 95.00 Lakh, out of interest income, was proposed for the year 2016-17 to meet the financial requirement of CAMPA Office.

The expenditure of Rs. 64.82 Lakh of 2015-16 and the proposed budget for 2016-17, were placed before the Executive Committee for approval and consent for placing it before the Steering Committee.

**Decision** The EC approved the expenditure of Rs. 64.82 Lakhs incurred during 2015-16  
**Taken:** and the proposed budget of Rs. 95.00 Lakhs of CAMPA office for 2016-17 and granted its consent for placing it before the Steering Committee.

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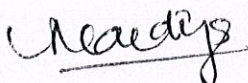
**Agenda Item – 14.16: Any Other Item**

Under this agenda item, Principal CCF Wildlife raised the issue of interest accrued on the amount of Rs. 277.81 crores, being cost of trees, in the case of diversion of forest land in favour of DRDO Paonta Sahib. This amount was wrongly deposited in the account of Adhoc CAMPA and the principal amount has since been refunded to the State. He pleaded that since the cost of trees was revenue of the State, hence, the interest accrued on this amount also becomes revenue of the State and thus, should be refunded to the State Government.

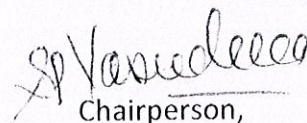
**Decision** It was decided that the issued may be raised with Adhoc CAMPA to refund the  
**Taken:** amount of interest accrued on the amount of Rs. 277.81 crores of cost of trees already refunded to the State.

The meeting ended with vote of thanks to the Chair.

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Member Secretary,  
Executive Committee – State CAMPA  
-cum- Nodal Officer, CAMPA & CF (CAT Plans),  
Shimla



Chairperson,  
Executive Committee – State CAMPA  
-cum- Principal CCF (HoFF), HP