



No. Ft. CAMPA/2010/Executive Committee/ 18<sup>th</sup> Meeting/

Dated: Shimla-1, the 11 JUL 2018

To:

1. Principal CCF (Wild Life & CWLW), Shimla.
2. Principal CCF (Finance & Planning), Shimla.
3. Principal CCF (CAT Plans & CAMPA), Shimla.
4. Addl. Principal CCF (FCA), Shimla.
5. Deputy Controller (Finance & Accounts) O/o Pr. CCF, HP, Shimla.
6. The Secretary General, HP Power Producers Forum, Himfed Building, BCS, Shimla.
7. The Member Secretary, HP Eco-Development Society, Palampur (Forest Complex Holta), Distt. Kangra HP.

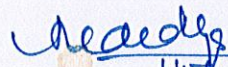
**Subject: Proceedings of 18<sup>th</sup> Meeting of Executive Committee of the "HP State Compensatory Afforestation Fund Management & Planning Authority (HP State CAMPA)"**

Sir,

The Proceedings of 18<sup>th</sup> meeting of the Executive Committee of HP State CAMPA, held on 04.07.2018 are sent herewith for favour of information and necessary action at your end please.

Encls: AA

Yours faithfully

  
11.7.2018

Member Secretary

Executive Committee - State CAMPA

-cum- Nodal Officer (CAMPA)

& CCF (CAT Plans & CAMPA), Shimla

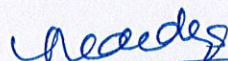
Endst. No. As above

Dated Shimla the, 11 JUL 2018

Copy, along with a copy of the proceedings of 18<sup>th</sup> Meeting of Executive Committee of State CAMPA, is forwarded to the following for information and further necessary action please:-

1. Private Secretary to the Chairperson, Executive Committee - State CAMPA-cum- Pr. CCF (HoFF) HP, Shimla.

Encls: AA

  
11-7-2018

Member Secretary

Executive Committee - State CAMPA

-cum- Nodal Officer (CAMPA)

& CCF (CAT Plans & CAMPA), Shimla



- (2.) **Agenda Item – 17.7: Approval of Nagar Van Udyan Yojana:** The EC was intimated that the projects of Nagar Van Udyan Yojana of Chamba Town and Dharamshala MC of Rs. 2.00 crore each were submitted to the Adhoc CAMPA for funding duly approved by the Steering Committee. But, the approval of these projects was awaited from the Adhoc CAMPA. The Chairperson directed to initiate follow up action in the matter with the Adhoc CAMPA.

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**Agenda Item - 18.2: Progress Report of 2017-18**

The EC was apprised that during 2017-18, the total APO of Rs. 133.84 crores (General Fund Rs. 98.80 Cr. and Protected Area Rs. 35.04 Cr.) was submitted to the Adhoc CAMPA for funding. But the Adhoc CAMPA eventually released only Rs. 94.00 crore against the General Fund APO of Rs. 98.80 crore. Owing to the short release of Rs. 4.80 crore, the APO was also restricted to the actual release of Rs. 94.00 crore.

Further, the targets of compensatory afforestation were increased to 1472 hectare from original proposal of 1400 hectare made in the APO to wipe out the backlog at the earliest possible in view of the increasing pressure from the Adhoc CAMPA. To meet the additionality on this account, Rs. 0.53 crore were diverted from the sector of CAT Plans to the Compensatory Afforestation, increasing its outlay from Rs. 16.25 crore to Rs. 16.78 crore. Also, the allotment under CAT Plans sector was curtailed to Rs. 24.44 crore from Rs. 29.00 crore, reducing it by Rs. 4.56 crore and under NPV sector to Rs. 51.01 crore from Rs. 51.78 crore decreasing by Rs. 0.77 crore due to short release of funds by the Adhoc CAMPA. The sector-wise revised allotment was placed before the Committee.

Apart from the General Fund APO, against the Protected Areas APO of Rs. 35.04 crore for 2017-18, the Adhoc CAMPA released only Rs. 26.00 crore due to which this APO was also restricted to Rs. 26.00 crore, the actual amount of release.

In total, the APO of Rs. 133.84 crore for 2017-18 was restricted to Rs. 120.00 crore as per the actual release of funds by the Adhoc CAMPA. Against this revised outlay of Rs. 120.00 crore for the year, Rs. 97.25 crores were utilised during the year. In addition, Rs. 7.97 crore were also utilised during 2017-18 out of the unspent amount of previous years taking the total expenditure to Rs. 105.22 crore. The sector-wise detail of expenditure was placed before the Committee.

The sector-wise detailed revised APO incorporating the revisions and minor changes effected at the time of implementation and Progress achieved there-against during 2017-18, **Attached Separately as Annexure – 1 of the Agenda Note**, was placed before the Committee for favour of perusal and approval.

**MINUTES OF 18<sup>th</sup> MEETING OF EXECUTIVE COMMITTEE – HP STATE CAMPA**  
**held on 04.07.2018**

The 18<sup>th</sup> Meeting of Executive Committee of HP State CAMPA was held on 04.07.2018 under the Chairpersonship of Shri G. S. Goraya, Principal Chief Conservator of Forests (HoFF), Himachal Pradesh. Following members of the Committee were present in the meeting:-

SN	Name of Participant	Designation	Remarks
1	Dr. G. S. Goraya	Principal CCF (HoFF), HP	Chairperson
2	Dr. R. C. Kang	Principal CCF (Wildlife & CAMPA), HP	Member
3	Shri Ajay Kumar	Principal CCF (Finance), Shimla	Member
4	Smt. Archana Sharma	Addl. Principal CCF (FCA), Shimla	Member
5	Shri V. R. Rathore	Deputy Controllr (F&A), HPFD, Shimla	Member
6	Er. C. M. Walia	Secretary General, HPPF, Shimla	Non-Official Member
7	Shri Anil Vaidya	Nodal Officer, CAMPA & CCF (CAT Plans & CAMPA), Shimla	Member Secretary.

At the outset, the Member Secretary welcomed the Chairperson and other members of the 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 – 18.1: Action Taken Report on Previous Meetings**

The Action Taken Report on the decisions taken in the previous meetings, annexed as Annexure-A of the agenda note, was placed before the Executive Committee was placed before the Committee for favour of perusal.

**Decision Taken:**

The Executive Committee perused the Action Taken Report and approved except further directions on the following points:-

- (1.) **Agenda Item – 6.10: Reconciliations of CAMPA Accruals with Adhoc CAMPA:** The EC was apprised that the work of reconciliation of FCA levies with Adhoc CAMPA had been taken up by the Nodal Officer (FCA) wherein considerable progress was achieved. However, the Adhoc CAMPA did not release funds of Rs. 9.70 crore against the APOs for 2016-17 (Rs. 4.90 crore) and for 2017-18 (Rs. 4.80 crore) citing non reconciliation of deposits as one of the reasons. The Chairperson directed that the Nodal Officer (FCA) may prepare project-wise data base of all the FCA cases and accomplish the work of reconciliation of project-wise and component-wise deposits with the Adhoc CAMPA at the earliest.

**Decision Taken:**

The Executive Committee perused and approved the sector-wise Revised APO and Progress Report with total expenditure of Rs. 105.22 crore incurred during 2017-18 for placing it before the Steering Committee with following changes:-

- The expenditure incurred against the APO of current year and spill over of previous year APOs may be reflected separately. The spill over expenditure should be splitted year-wise and indicated against relevant year of APO showing the status of APOs of all the previous years.
- The unfinished works of previous years may be listed and conveyed to the field offices with the directions to complete the works during 2018-19.

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**Agenda Item - 18.3: Availability of Funds for 2018-19**

The EC was informed that out of total amount of Rs. 698.96 crore received from the Adhoc CAMPA upto 31.03.2018, Rs. 661.13 crore had been utilised and Rs. 37.83 crore were available as balance.

Further, the Adhoc CAMPA, vide its letter dated 10.04.2018, had intimated Rs. 1225.05 crore as balance principal amount standing in the State Account as on 31.01.2018. The amount of Rs. 1225.05 crore contained Rs. 1076.17 crore of General Funds and Rs. 148.86 crore of Protected Area Corpus of Koldam Project. The entitlement of release of General Funds for 2018-19 was worked out to Rs. 107.60 crore @ 10% of Rs. 1076 crore. The APOs of General Funds of Rs. 107.60 crore and Protected Areas of Rs. 21.12 crore for 2018-19 were being placed before the Committee as separate agenda items. The position of availability of funds for 2018-19 was placed before the Committee for perusal.

**Decision Taken:**

The Executive Committee took note of the availability of funds for the year 2018-19 and approved it for placing before the Steering Committee.

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**Agenda Item - 18.4: Approval of General Fund APO for 2018-19:**

The EC was intimated that as per submissions made in foregoing agenda, the State CAMPA was entitled to a release of Rs. 107.60 crore for 2018-19.

Further, the Adhoc CAMPA had conveyed that Compensatory Afforestation Fund (CAF) Act 2016 was passed by the Parliament and the Draft CAF Rules 2018 circulated previously were under finalisation. It was further directed to consider the permissible and prohibited activities as per the

draft CAF Rules alongwith the proforma guidelines for APO formulation while formulating the APO for current year besides adoption of various forms prescribed in these rules.

Accordingly, the General Fund APO of Rs. 107.60 crore was prepared for the year 2018-19 for and the sector-wise allocation was as under:-

Sr. No.	Name of Sector	Outlay for 2018-19	Percentage of Total outlay
		(In Lakhs)	%
1	Compensatory Afforestation (CA)	1100.00	10.22%
2	Catchment Area Treatment (CAT) Plans	2900.00	26.95%
3	Net Present Value (NPV)	6622.499	61.55%
i.	Core Activities – Activities of 80% Funds of NPV	5298.00	80%
ii.	Non core Activities - Activities of 20% Funds of NPV	1324.499	20%
4	Wildlife Management Plans: - Conservation of Flora & Fauna in GHNP	135.00	1.26%
5	Soil & Water Conservation Plans	0.377	0.0035%
6	Reclamation Plans	1.309	0.0121%
7	Green Belt Plans	0.815	0.0075%
<b>Total</b>		<b>10760.00</b>	<b>100%</b>

The Committee was also informed in detail about the salient features and targets proposed in thrust areas in the APO for 2018-19. The Sector-wise detailed General Fund APO of Rs. 107.60 Crore for 2018-19, attached separately as Annexure-2 of the Agenda, was placed before the Executive Committee for perusal and approval for placing it before the Steering Committee seeking its consent for submitting it to Adhoc CAMPA for funding.

**Decision Taken:**

The Executive Committee, after detailed discussions and deliberations, approved the General Fund APO of Rs. 107.60 crore for 2018-19 for placing it before the Steering Committee for approval with following additions/ changes:-

- A provision of Rs. 150 Lakh may be made in the APO for undertaking the activity of "Forest Fire Prevention and Control Operations".
- The construction of boundary pillars should be norm based.

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**Agenda Item – 18.5: Information to be furnished with General Fund APO for 2018-19:**

The EC was apprised about the decision of the Adhoc CAMPA that the APO should be accompanied with reports on the 12 points Checklist which should form part of the agenda of the Steering Committee and should be mandatorily approved in the meeting finding reflection in the minutes so as to consider the release of funds against APO.

**Agenda Item – 18.7: APO against Short Release of 2017-18:**

The Executive Committee was apprised that during 2017-18, the Adhoc CAMPA released only Rs. 94.00 crore against the General Fund APO of Rs. 98.80 crore. Thus, there was short release of Rs. 4.80 crore during 2017-18 due to which the APO was restricted to Rs. 94.00 crore, the amount of actual release. The Adhoc CAMPA had advised to seek the release of this balance amount by sending separate APO against last year's unreleased amount. Hence, the additional APO of Rs. 4.80 crore was prepared to seek release of balance amount of previous year.

The additional APO of General Funds of Rs. 4.80 crore, **Attached as Annexure-6 of the Agenda Note**, was placed before the Executive Committee for perusal and approval for placing it before the Steering Committee seeking its consent.

Similarly, against the Protected Areas APO of Rs. 35.04 crore for 2017-18, the Adhoc CAMPA released only Rs. 26.00 crore leaving a balance of Rs. 9.04 crore. The matter was pursued with the Adhoc CAMPA and the release of balance amount could take place during this year. This amount, if released, would be utilised during the current year on the unfinished works of last year. If not released, the APO of unfinished works of last year would be sent to the Adhoc CAMPA as additional APO seeking release of balance amount of previous year. The Committee was requested to approve the arrangement proposed in respect of the balance amount of Rs. 9.04 crore of Protected Areas APO 2017-18.

**Decision Taken:**

- The Executive Committee perused and approved the additional General Fund APO of Rs. 4.80 crore for 2018-19, against the short release of previous year, for placing it before the Steering Committee seeking its consent.
- The Committee also approved the arrangement proposed with reference to the balance amount of Rs. 9.04 crore of Protected Areas APO 2017-18.

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**Agenda Item – 18.8: Approval of APO for Plantations:**

The Executive Committee was apprised about the Compensatory Afforestation Fund (CAF) Act 2016 and the Draft CAF Rules 2018 notified by the Central Govt. and the insistence of the Ministry to draw the APO on the basis of draft rules which had no clarity on certain issues. The proposals from field offices were received very late, as a result the approval of APO for 2018-19 by the Steering Committee; its submission to the Adhoc CAMPA and then release of funds would take some time. Since the monsoon plantation season has begun, hence, the plantation works were required to be conveyed to the field offices at once to carry out the activities.

It was, therefore, proposed that the APOs of plantations proposed for 2018-19 may be conveyed to the field offices in anticipation of its approval by the Steering Committee and release



of funds by the Ad-hoc CAMPA. In case of delayed release of funds from the Ad-hoc CAMPA, the requirement on this account was proposed to be met from the amount of interest available with the State CAMPA. The proposal was placed before the Committee for perusal and approval.

**Decision Taken:**

The Executive Committee approved the proposal of conveying the APO of Plantations to the field offices in anticipation of its approval by the Steering Committee and release of funds from the Adhoc CAMPA and if required, to meet up expenditure on this account from interest amount available with State CAMPA as a stop gap arrangement.

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**Agenda Item – 18.9: Hiring of Services of CAMPA Office:**

The Executive Committee was intimated that the Steering Committee in its previous meetings had approved one post of Account Supervisor and 6 posts of Office Assistants for engaging services of retired Govt. officials for CAMPA Head Office and the EC was authorised to decide the qualifications, terms and conditions of service contract and extension for hiring the services. Against these posts, only one Account Supervisor and 1 Office Assistant was in position.

It was also informed that the AGHP in the Audit Reports on CAMPA Accounts had pointed out the need of early preparation of CAMPA accounts on double entry commercial accounting system. The need for strengthening the CAMPA office was also highlighted. The Ad-hoc CAMPA was also stressing for getting the CAMPA accounts of remaining years audited and submitting the audit reports at the earliest. Earlier the CAMPA accounts were prepared on non-commercial single entry accounting system adopted in the department. The double entry commercial accounting system was later prescribed for preparing the CAMPA accounts. The existing staff of HPFD involved in preparing the accounts in the field units was not well versed with the newly introduced double entry commercial accounting system which necessitated the conversion of accounts of all the units of all the years from non-commercial single entry system to commercial double entry accounting system. For this purpose, the services of one retired Finance Officer and one retired Account Officer were hired during 06/2016 and 06/2017 respectively. The accounts of first three years had been got converted, finalised and audited by the AGHP and the conversion of account of fourth year was underway.

The accounts of six years were pending for conversion on double entry accounting system and then submission to AGHP for undertaking audit. The conversion of accounts being a long and time consuming process, it was taking considerable time for completing the accounts of one year with only two commercial accounting proficient personnel in place and thus, there was need to engage the services of more commercial accounting proficient personnel to accomplish the work at the earliest.



It was, therefore, proposed to convert three posts of Office Assistants, out of 6 approved posts, as Account Supervisors so as to hire the services of more proficient personnel. The proposal was placed before the Committee for favour of approval for placing it before the Steering Committee seeking its consent.

**Decision Taken:**

The Executive Committee approved the proposal of converting three posts of Office Assistants as Account Supervisors for placing it before the Steering Committee seeking its consent.

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**Agenda Item – 18.10: Revision of Emoluments of Contractual Account Supervisor:**

The EC was informed that the services of Shri Sohan Lal Pal, retired Finance Officer were hired as Account Supervisor during 06/2016, against the post approved by the Steering Committee, for getting the CAMPA accounts of all the field units and of all the years converted on proper cash books and ledgers of Double Entry Commercial Accounting System (DEAS). Shri Sohan Lal Pal was being paid fixed emoluments of Rs. 33,700/- per month calculated on the basis of last pay drawn plus allowance, minus DA as per the GoHP instructions in this respect.

It was also intimated that he had been selected as Assistant Advisor (Finance) by the National Highways Authority of India (NHAI) on the monthly remuneration of Rs. 50,000/- to Rs. 75,000/- (applicable in case of retirees not in receipt of pension from public fund) and he was likely to be fixed at Rs. 70,000/- per month if he joins the NHAI. The emoluments offered by the NHAI were higher by Rs. 36,300/- than being paid by the State CAMPA. This discrepancy was arisen due to the revision of pay scales by the Central Government and non-revision in the State. Had the pay scales been revised in the State, the difference in the emoluments could had been meagre.

Shri Pal had acquired in depth knowledge of CAMPA sectors, activities, mechanism of fund flow and had steered the conversion of accounts on DEAS. He had successfully converted and finalised the accounts of all 69 units for initial three years and brought CAMPA in a position of getting the accounts of these years audited by the AGHP. Thus, his services were required to be retained to convert and finalise the accounts of remaining years expeditiously. His exit from CAMPA at this critical stage would severely hamper the tempo built for conversion of CAMPA accounts to DEAS, as any new person hired in his place would take considerable time to understand the processes and functioning of CAMPA. For retaining his services, his emoluments are needed to be revised reasonably if not at the level of NHAI. It was, therefore, proposed to revise his emoluments from Rs. 33,700/- to Rs. 55,000/- per month as a special case. The proposal was placed before the Committee for favour of approval for placing it before the Steering Committee.

**Decision Taken:**

The Executive Committee approved the proposal of revising the emoluments of Shri Sohan Lal Pal from Rs. 33,700/- to Rs. 55,000/- as a special case for placing it before the Steering Committee for approval. It was, however, decided that the period of retaining his services initially for one year subject to need based further extension should be mentioned in the agenda for Steering Committee.

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**Agenda Item - 18.11: Revision of Emoluments of Contractual Staff:**

The Executive Committee was apprised that the Steering Committee in its 10<sup>th</sup> meeting had approved the fixed emoluments of Rs. 13,500/- per month for the Computer Operators engaged on contractual basis in Rampur circle.

It was also intimated that the GoHP, vide its office memorandum dated 17.04.2018, had revised the emoluments of contractual employees. As per this revision, the emoluments of contractual Computer Operators were worked out to Rs. 16, 700/- per month. Further, the contractual Computer Operators of Rampur Circle had represented for revision of their salary in accordance with the GoHP office memorandum dated 17.04.2018 which was also recommended by CCF Rampur.

Similarly, on the basis of GoHP OM dated 17.04.2018, the emoluments of Multi Purpose Worker, deployed in CAMPA office @ Rs. 5000/- per month after the approval of Steering Committee, were calculated as Rs. 7500/- per month.

Further, as per terms and conditions for the contractual appointments, the contract appointee were entitled for increase in contractual amount @ 3% of the minimum of the Pay Band plus Grade Pay of the post every year in case of further extension in contract with no other allied benefits such as senior/ selection scales etc.

It was, therefore, proposed to pay the revised emoluments in consonance with the GoHP OM dated 17.04.2018 to the contractual Computer Operators of Rampur Circle and the staff deployed in CAMPA and also to allow them annual increase in emoluments @3% of the basic emoluments for further extended years. The Proposal was placed before the Committee for favour of approval for placing it before the Steering Committee for its consent.

**Decision Taken:**

The EC approved the proposal of revising the emoluments of Computer Operators of Rampur Circle and other staff deployed in CAMPA office as per GoHP OM dated 17.04.2018 and to allow annual increase @3% of basic emoluments for further extended years for placing it before the Steering Committee. It was, however, desired that the Agenda for Steering Committee should find mention of the number of persons and their period of engagement initially for one year subject to need based further extension.

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**Agenda Item – 18.12: Annual Budget of CAMPA Head Office:**

The EC was apprised that during 2017-18, an expenditure of Rs. 59.92 Lakh was incurred against the approved budget of Rs. 86.00 Lakh. The revised budget and actual expenditure of Rs. 59.92 Lakh was placed before the Committee for perusal and approval for placing it before the Steering Committee.

Besides above, the annual budget of Rs. 100.00 Lakh of CAMPA Head Office for the year 2018-19, out of Interest Income, was also placed before the Committee for favour of perusal and approval for placing it before the Steering Committee seeking its approval.

**Decision Taken:**

The Executive Committee approved the revised budget Rs. 59.92 Lakh of CAMPA office for 2017-18 and annual budget of Rs. 100.00 Lakh for 2018-19 for placing it before the Steering Committee for its approval.

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**Agenda Item – 18.13: Any Other Item:**

Following issues came up for discussions under this agenda item and decisions taken thereon were as under:-

**1. Addition of Agenda of Confirmation of Minutes of Previous Meeting:**

The Chairperson observing the non-production of minutes of the previous meeting for confirmation in the agenda note of current meeting desired that the first agenda of each and every meeting should be "Confirmation of Minutes of Previous Meeting" of the Committee.

**2. Convening Regular Meetings of the Committee:**

The Chairperson observing on the delay in convening the meeting of EC desired that the quarterly meetings of the Committee may be ensured in future.

**3. Extension in Handholding of Tally Software:**

The EC, in 15<sup>th</sup> meeting, had decided that the handholding of Tally should be provided for one year ensuring that it is not stretched beyond the period of one year. The Committee was informed that initially the handholding of tally was provided for six months at the level of four clusters in the State. After six months the handholding at cluster level was withdrawn and was restricted to the CAMPA Head Office for another six months. The period of one year of handholding had expired on 31.05.2018. But some field offices are still in the process of completely switching to Tally. Therefore, there was need to extend the handholding of Tally for another one year to make it fully functional. The Executive Committee approved the extension in handholding of Tally for another one year provided that the services be restricted to CAMPA Head Office only.

**4. Hiring of Accommodation for CAMPA Office:**

The Executive Committee observed that the State CAMPA has no separate office of its own. With a view to establish separate office of State CAMPA, it was decided that the Agenda for hiring the accommodation for CAMPA office may be placed before the Steering Committee and provision for this purpose may be made in the Annual Budget of CAMPA Office for 2018-19.

**5. Organizing Field Visits for NGO Member of the Committee:**

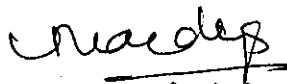
The Executive Committee opined to organize field visits for the NGO members of the Committee to give them exposure of works executed under CAMPA. It was, therefore, decided that field visits for NGO members may be organized and provision of funds for this purpose may be made in the Annual Budget of CAMPA office for 2018-19.

**6. Publishing of Brochure on CAMPA Works:**

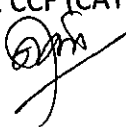
The members of the EC expressing their views highlighted the need for broader publicity of works executed under CAMPA. The Committee, therefore, decided that steps be taken to document and to publish the works being executed through State CAMPA to give wide publicity.

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The meeting ended with vote of thanks to the Chair.

  
T. F. 2018  
Member Secretary,

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



  
Chairperson, 10/07/2018

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