

65

speed post

A.S.

1. Keep in mind hil
2. Also keep copy on
Welcome

20.3.14

3. Circulate to all
Sanchez
din...

F.No. 21-1/2014 WL-I
Government of India
Ministry of Environment and Forests
Wildlife Division

Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi 11 00 03.
Dated: 12.2.2014

To
The Chief Wildlife Warden
(All States/UTs)

Subject: Annual Plans of Operation (APOs) under the Centrally Sponsored Scheme -
"Integrated Development of Wildlife Habitats" 2014-15 -reg.

Sir,
The Ministry of Environment and Forests invites proposals from State/UT Governments for grant of central assistance under the Centrally Sponsored Scheme - "Integrated Development of Wildlife Habitats" for the Protected Areas (National Parks/Wildlife Sanctuaries/ Conservation Reserves/Community Reserves) ("PAs") and Outside Protected Areas for financial year 2014-15. Proposal for support for Recovery programmes of critically endangered species and habitats will also be considered. The proposals are required to be submitted in the prescribed format.

Advised

2. The APOs with all requisite documents and soft copies should reach the Ministry by **31st March, 2014 Positively.**
3. Annual Plan of Operations (APOs) should be sent only for those PAs/ /recovery programmes, that have approved Management Plans/Recovery Plans. A Management Plan must **contain** eco development as an integral part of the Management Plan. Works proposed in the APOs should be in accordance with such a Plan. **A certificate to this effect duly signed by CWLW, should accompany the APO.**
4. APOs should be made separately for each PA (National Park, Wildlife Sanctuary, Conservation Reserve and Community Reserve). However, APOs for all the PAs in the State, in the format given in **Annexure-I**, should be submitted together in a single bound form. Chief Wildlife Warden may indicate the *inter se* priority, i) among PAs, and ii) among various items of work proposed to be undertaken in different PAs. Prioritisation of the items of work may be done on the basis of the Management Plan for the PA and in particular the conservation values existing in the PA, its management objectives, and policy imperatives (which include considerations such as risk of extinction faced by targeted species, maintenance of the integrity of the ecosystem, and community perspective) as may be inferred from the management plan, and published scientific information.
5. ***A list of such works in the above mentioned format for each of the PA must also be separately submitted, the cost of whom for all PAs total up to about 130% the tentative allocation for the state/union Territory indicated by the Ministry in the***

21/3/14

21/3/14

1502
21/3/14

C.No-50264/2014

Annexure-X. The submission of this list will help speedy processing and fund release to the state/union Territory. Non-submission of such a list will not only delay the release but also end up lower priority works getting approved ignoring the higher priority ones. The APOs may include all the works as per requirement of the management plan/recovery plan as long as the list of items indicated above is submitted separately.

The preparation of APOs and prioritization of the activities must be oriented towards achievement of definite measurable outcomes, which are clearly indicated in the proposal. In this regard, an abstract in the format given in **Annexure-II**, should be prepared specifying the priority among the activities proposed to be taken up in different PAs along with full justification.

6. It shall be mandatory to specify the coordinates (latitudes and longitudes) of all the land based activities proposed to be undertaken. It should, therefore, be ensured that the coordinates of all the land based activities are clearly mentioned in the APOs for each PA. APOs received without this information will not be entertained.
7. Recently the incident of human-animal conflict has increased considerably. Such conflicts cause damage to human life and property. Also very often the animals get killed captured or harmed in retaliation. Human-animal conflict occurs both inside Protected Areas as well as outside Protected Areas. The intensity of the conflict is generally more in areas outside Protected Area network than inside. Such incidents need a serious line of action for generating sensitivity among the public towards conservation of wildlife. **The State/UT Government may, therefore, propose financial assistance for mitigating the man-animal conflict under the component "Protection of wildlife outside Protected Areas"**. However, no proposals for financial assistance for high value biodiversity areas in the State/UT would be considered at present keeping in view the limitation of funds.
8. Proposal under the component "Recovery Programme" has to be based on a comprehensive and scientific 'Recovery Plan' prepared by the concerned Chief Wildlife Warden(s) with the help of a national scientific institute/organization of repute **for a five-year period with yearly break-up of proposed activities**. The Chief Wildlife Warden of the concerned State/UT shall submit proposals based upon approved Recovery Plan, in the form of a single comprehensive APO for activities falling in his jurisdiction. A list of documents to be enclosed alongwith the proposal is given in the **para IV** of the checklist.
9. The cost of each item of work included in the APO should be based upon the Forest Schedule of Rates approved for the concerned State/UT. In case, no such rates have been approved for one or more items of work, it should be certified by the Chief Wildlife Warden that the cost estimates are reasonable and in accordance with government norms. It should be further certified by the Chief Wildlife Warden that no financial assistance is being sought from any other source for the activities proposed to be supported under CSS: "Integrated Development of Wildlife Habitats". In this regard, a certificate in the format given in the **Annexure-IX** should be submitted along with the APOs.

10. Annexure VI and VII seeking standard information shall also be compulsorily appended with the proposal.
11. All the proposals/ APOs should be **countersigned by CWLW**.
12. If any of the PAs is situated in mountain region, coastal zone or desert, it should be clearly mentioned in the APO.
13. Following points should also be accounted for while submitting the proposals:
 - i. The APOs may be submitted un-accompanied by the utilisation certificates for the amounts released in the year 2013-14. However the utilisation certificates must be separately submitted by 30th April 2014. The utilisation certificates must be duly countersigned by the CWLW. All funds released during previous years and lying unspent with the states should be accounted for. **In cases where funds have been released for recurring items on 50-50% Central & State Sharing basis, utilization of funds, both under Central share & State Share, should be mentioned clearly both in the Utilization Certificate and Expenditure Statement.**
 - ii. Proposals for revalidation of the unspent balance (along with the list of the items) must also be sent along with the APOs. The activities spilled over from the previous year may be indicated separately under the priorities. Activities to be executed in the year should be included in the APO with due care. **NO DIVERSION PROPOSALS would be entertained at a later date. Activities should be prioritized as per requirement of the area.**
 - iii. Request for release of second instalment would be considered only after 60% of the funds released in first instalment has been utilized and a consolidated Utilization Certificate is submitted by the Chief Wildlife Warden.
 - iv. The proposal for central assistance must be submitted with the approval of the State Government to exclude the possibility of central assistance not being utilized for want of subsequent sanction from the State /UT Government. However, an advance copy of the proposal may be sent.
14. **The proposals should be computer typed. To avoid any delay and misplacement, proposals maybe sent preferably by speed post. An electronic version of the proposal (in MS Word format and the *tables in MS Excel*) and scanned copy of the APOs *must* also be sent by email to rowl.mef@gmail.com for speedy processing of the proposals.**
15. A nodal officer for each State/UT may be designated to act as an interface between the Ministry and the State/UT to discuss and sort out any issues. His name/designation/Mobile No./landline No. along with e-mail address may immediately be sent to rowl.mef@gmail.com. Nodal Officer may be tasked to ensure that proposals submitted by the State Government are in order and no delay is caused due to deficient paperwork.

Checklist

1. Has the MS Word copy of the APO been emailed?	
2. Has the tables been emailed in MS Excel format?	
3. Has the scanned copy of the APO been emailed?	
4. Has the list of works in MS Excel format totalling to about 130% of the tentative allocation been emailed?	
5. Has the certificate about APO/recovery programme being in accordance with the management plan/recovery plan been enclosed?	
6. Has the inter se priority, among PAs as well as among various works among each PA been indicated?	
7. Has the coordinates of the land-based activities been indicated?	
8. Is the proposal countersigned by the CWLW?	
9. Has the PAs situated in mountain region, coastal zone or desert been clearly indicated as such?	
10. Has the proposal for a re-validation of unspent balance been submitted?	
11. Has the nodal officer designated to act as interface??	
12. In case there is any purchase of vehicles, has it been indicated whether it is replacement or new purchase? Has the justification been given?	
13. Are the proposals for community reserves accompanied by the MoUs signed between the state government and the stakeholders question mark	
14. Is an updated list of PAs along with related notification and area been sent?	

CHECK LIST OF ENCLOSURES

- I. Proposal in prescribed format (**Annexure-I**), details of items of work proposed (**Annexure-IA**) and abstract of proposals for all PAs in the State indicating inter se priority (**Annexure-II**).
- II. Check list of enclosures for National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves for which the financial assistance is requested for the first time:
 - i. Declaration certificate as per format (**Annexure-III**).
 - ii. Copy of Notification of the concerned National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves.
 - iii. Map of the National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves.
- III. Check list of enclosures for Protection of Wildlife outside PA:
 - i. Certificate declaring that Gram panchayat has been involved in preparation of proposal.
 - ii. Declaration certificate as per format (**Annexure IV**)
 - iii. Copy of Notification of the concerned National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves.
 - iv. Map of the National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves.
- IV. Check list of enclosures for Recovery of endangered Species Programme:

- i. Declaration certificate as per format (**Annexure-V**).
- ii. Copy of Notification of the concerned National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves.
- iii. Map of the : National Parks/Wildlife Sanctuaries/ Conservation reserves/Community Reserves.

V. Other enclosures

- i. Details of wireless sets/computers/vehicles/fire arms, etc. (**Annexure-VI**).
- ii. Expenditure Statement as per **Annexure-VII**
- iii. Utilization Certificate -Form GFR 19-A as per **Annexure-VIII**.
- iv. Certificate by CWLW as per **Annexure-IX**.
- v. Copy (preferably soft copy) of the Management Plans for each of the protected areas.

MODEL FORMAT FOR PREPARING ANNUAL PLAN OF OPERATION (APO) UNDER CSS - 'INTEGRATED DEVELOPMENT OF WILDLIFE HABITATS'

1. Name of the PA/ High Value Biodiversity Area/ Recovery Programme.
2. Legal Status (Date of issue of initial notification and final notification, etc.)
3. Number of villages within the PA/ High Value Biodiversity Area/ Recovery Programme .
4. Status of settlement of rights.
5. Status of Management Plan/ Biodiversity Conservation Plan/ recovery Plan (Period to be given.)
6. Census (population figures of important animals during last three census).
7. Biodiversity in the PA/ High Value Biodiversity Area/ Recovery Programme.
8. Type of forest /ecosystem with major species.
9. Importance of the PA.
10. Management issues of the PA.
11. Outcomes of proposed interventions.
12. Staff position in the PA/ High Value Biodiversity Area/ Recovery Programme (Total sanctioned strength, Vacancy position etc.)
 - a) Wildlife Trained Staff in the PA/ High Value Biodiversity Area/ Recovery Programme
 - b) Entry fee charged in the PA/ High Value Biodiversity Area/ Recovery Programme
 - c) No. of tourists/visitors, visiting the PA/ High Value Biodiversity Area/ Recovery Programme annually and facilities available for tourists
13. Shooting for films / documentaries carried out during last 5 years
14. Postal address/ Tel No./email ID. -
15. Funds provided under State Plan during the last 5 years
16. Funds provided under other schemes
17. Status of survey and demarcation of the boundaries.
18. No. of natural / unnatural deaths including Poaching/accidental deaths w.r.t Scheduled Animals reported
19. Fire incidents in the PA/ High Value Biodiversity Area/ Recovery Programme.
20. Type and No. of weapons and how they are put to use.
21. Type and No. of vehicles and how they are put to use and whether purchased from Central/State funds.
22. No. of various type of wireless sets (fixed/mobile/handsets) and how they are put to use.
23. No. of beats/sections/ranges/revenue villages/ private lands etc.
24. Major problems in the area.
25. Tenure of last 5 incumbents / in charge of the PA/ High Value Biodiversity Area/ Recovery Programme.
26. Photographs of the works carried out during the previous year under the Scheme.
27. Any other relevant information.

DETAILS OF ITEMS OF WORK PROPOSED

Item of Work	Para of Management Plan/ Biodiversity Conservation Plan/ Recovery Plan which specifies this item	Quantity	Rate per Unit	Location	Site specific Justification
1	2	3	4	5	6

Priority-wise abstract of activities projected for the financial year 2013-14-13**Name of the State :****Total No of Protected Areas (NP/WLS/Conservation Reserve/Community Reserve) proposed for funding:**

S. No	Item of work	Name of the NP/WLS/ Conservation /Community Reserve	Estimated Cost (Rs. in lakh)	Priority No.	Justification
1.					
2.					
3.					
..					
...					
	TOTAL				

CERTIFICATE

(For National Park/ Wildlife Sanctuary /Conservation Reserve/ Community Reserve for which financial assistance is requested for the first time.)

It is certified that:

(Name of the PA.....)

- (i) This PA is under the administrative and technical control of Wildlife wing of the State headed by the CWLW.
- (ii) that the State Govt. will provide for trained manpower for management of the PA.
- (iii) that a detailed Management Plan would be drawn up as early as possible (if none exists already) for management of this PA and its buffer areas.
- (iv) that there will be no commercial forest working in any form within the boundary of the PA.
- (v) that the State Govt. agrees that the present boundaries of the PA will not be changed to reduce the existing areas.
- (vi) that the advice of the Director, Wildlife Preservation given on behalf of the GOI would be followed in matters concerning the implementation of the Scheme as well as the management of the PA.
- (vii) that the State Govt. accepts financial commitment for all such recurring and non-recurring expenditure which are not provided by the GOI.

(Signed)

Secretary Forests and Wildlife

CERTIFICATE

(For High Value Biodiversity areas outside the National Park/ Wildlife Sanctuary /Conservation Reserves/ Community Reserves for which financial assistance is requested for the first time under the component of 'Protection of Wildlife Outside the Protected Area'.)

It is certified that:

(Name of the area.....)

- (i) This Scheme shall be implemented through the administrative and technical control of Wildlife wing of the State headed by the CWLW.
- (ii) that the State Govt. will provide for trained manpower for management of this area.
- (iii) that a detailed Biodiversity Conservation Plan would be drawn up as early as possible (if none exists already) for management of this area.
- (iv) that the advice of the Director, Wildlife Preservation given on behalf of the GOI would be followed in matters concerning the implementation of the Scheme as well as the management of the area.
- (vii) that the State Govt. accepts financial commitment for all such recurring and non-recurring expenditure which are not provided by the GOI.

(Signed)

Secretary Forests and Wildlife

CERTIFICATE

(For 'Recovery Programme for Critically Endangered Species and Habitat' for which financial assistance is requested for the first time.)

It is certified that: .

(Name of the Recovery Programme.....)

- (i) This Programme shall be implemented through the administrative and technical control of Wildlife wing of the State headed by the CWLW.
- (ii) that the State Govt. will provide for trained manpower for the programme.
- (iii) that a detailed 'Recovery Plan' would be drawn up as early as possible (if none exists already) for management of this area.
- (iv) that the advice of the Director, Wildlife Preservation given on behalf of the GOI would be followed in matters concerning the implementation of the Programme.
- (v) that the State Govt. accepts financial commitment for all such recurring and non-recurring expenditure which are not provided by the GOI.

(Signed)

Secretary Forests and Wildlife

Annexure- VI

FOR WIRELESS SETS/COMPUTERS/VEHICLES/FIRE ARMS, ETC.

Item of work	Total Requirement	Already available	Where and to what use the existing have been put to	Year of Procurement	Source of funds	Remarks
1	2	3	4	4	5	6

FORM GFR 19-A

[See Government of India's Decision (1) under Rule 150]

Form of Utilisation Certificate*

Sl. No	Letter No. and Date	Amount	
			Certified that out of Rs..... of grants-in-aid sanctioned during the year..... in favour of under this Ministry/Department Letter No. given in the margin and Rs. on account of unspent balance of the previous year, a sum of Rs..... has been utilized for the purpose of for which it was sanctioned and that the balance of Rs..... remaining unutilized at the end of the year has been surrendered to Government (vide No.... dated.....) / will be adjusted towards the grants-in-aid payable during the next year.....
	Total		

Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

- 1
- 2
- 3

Signature

Designation

Date.....

[G.I, M.F., O.M. No. F.14 (1) - E.II (A) - 73, dated the 23rd April, 1975]

* Note - Along with Utilisation Certificate, **item wise expenditure statement** as per the model-format given in **Appendix VII** must be sent. (Both should be duly signed by the Chief Wildlife Warden.)

CERTIFICATE

It is certified that the estimated costs of various items of work contained in the APOs for the Protected Areas in the State of _____, as submitted to the Ministry of Environment and Forests for grant of Central Assistance under CSS- "Integrated Development of Wildlife Habitats" for the Financial Year 2013-14 are as per the Schedule of Rates approved for the Department of Forest and Wildlife in the State. In case of all such items of work where no such rates have been approved, it is certified that the estimated costs have been ascertained to be reasonable and in accordance with government norms.

(2) It is certified that the items of work included in the APOs being forwarded herewith, are in accordance with the approved Management Plan(s) for the respective Protected Area(s).

(3) It is further certified that no financial assistance is being sought from any other source for the activities proposed to be supported under CSS- "Integrated Development of Wildlife Habitats" covered by the APOs submitted herewith. The details of financial assistance obtained under other Centrally Sponsored Schemes in respect of each of the areas forming part of the APOs submitted with this proposal are as under:

S. No.	Name of the Area	Financial Assistance obtained under CSS	Financial Assistance received during Financial Year (Rupees in lakhs)		
			2011-12	2012-13	2013-14
	A	Integrated Forest Management Scheme			
		Any other schemes			
	B	Integrated Forest Management Scheme			
		Any other schemes			

Copies of the sanction orders releasing the abovementioned financial assistance are enclosed.

(Signed)
Chief Wildlife Warden

Date:
Place:

State-wise Allocations under IDWH during Financial Year 2014-15**(Rs. in crores)**

	State/Union Territory	Amount of Tentative Allocation (Rs. in crore)
1	Andhra Pradesh	3.00
2	Andaman & Nicobar Islands	1.50
3	Arunachal Pradesh	2.43
4	Assam	1.45
5	Bihar	1.70
6	Chandigarh	0.31
7	Chhattisgarh	3.29
8	Dadra & Nagar Haveli	0.12
9	Daman & Diu	0.03
10	Delhi	0.03
11	Goa	2.45
12	Gujarat	6.60
13	Haryana	0.30
14	Himachal Pradesh	3.15
15	Jammu & Kashmir	5.35
16	Jharkhand	1.30
17	Karnataka	3.51
18	Kerala	4.86
19	Lakshadweep	0.00
20	Madhya Pradesh	4.66
21	Maharashtra	5.36
22	Manipur	0.55
23	Meghalaya	0.50
24	Mizoram	1.12
25	Nagaland	0.50
26	Odisha	3.96
27	Puducherry	0.00
28	Punjab	0.08
29	Rajasthan	3.85
30	Sikkim	1.30
31	Tamil Nadu	2.81
32	Tripura	0.50
33	Uttar Pradesh	2.82
34	Uttarakhand	3.00
35	West Bengal	1.61
	Recovery Programmes for Saving Critically Endangered Species (General)	4.50
	Total	78.50