

F. No.MEF(NAEB):9-1/2014-B-II
Government of India
Ministry of Environment, Forests & Climate Change
National Afforestation & Eco-Development Board
7th Floor, Paryavaran Bhawan, CGO Complex
Lodhi Road, New Delhi – 110 510

Dated: 5/12/2014

To
The Pay & Accounts Officer,
Ministry of Environment, Forests & Climate Change
CGO Complex, Lodhi Road
NEW Delhi – 110 510

Subject: Release of 2nd instalment of funds to State Forest Development Agency (SFDA) Haryana for implementation of National Afforestation Programme (NAP) Scheme during 2014-15 – General Category.

Sir,

I am directed to convey the sanction of the President of India to the release of **Rs.550.00 lakhs (Rupees Five crore and fifty lakh only)** as 2nd instalment towards Grants-in-Aid to SFDA Haryana Project under the National Afforestation Programme Scheme for the financial year 2014-15 Plan Non-Recurring. This is in continuation of this Ministry's sanction letter of even number dated 25.6.2014.

2. All relevant documents/certificates as required under GFR 209(1) have not been received as per revised National Afforestation Programme Operational Guidelines. However, the second instalment of funds is being released subject to the utilisation of atleast 50% of expenditure of the first instalment released in the current year by the end of December 2014. State Government/SFDA may also ensure that there is no outstanding balance at the end of financial year.

3. The grants-in-aid will be regulated in accordance with the provisions contained in the Guidelines of Ministry of Environment, Forests & Climate Change, Government of India, New Delhi. The Grants-in-Aid is also subject to the Chapter 9 of the General Financial Rules, 2005, as amended from time to time, read with the Government of India's decisions incorporated there-under, and any other guidelines which may be issued in this regard, and in particular to the following conditions:-

- (i) The pattern of assistance of rules governing such grants-in aid have received the approval of the Ministry of Finance, as required under Govt. of the Decision No.(1) under DFPR – Rules 20.
- (ii) No staff is to be provided specifically for the scheme.
- (iii) Assets acquired wholly or substantially out of Government Grants shall not be disposed off without obtaining the prior approval of the sanctioning authority of Grants-in Aid.
- (iv) The Accounts of Haryana SFDA shall be audited by C&AG or by any person authorized by him on his behalf in accordance with the provisions laid down in section 14 of the C&AG (DPC) 1971 as amended from time to time.
- (v) The Accounts of Haryana SFDA shall be open for inspection by the sanctioning authority and audit, both by the Comptroller and Auditor General of India under the provision of C&AG (DPC) Act 1971 and Internal Audit Party by the Principal Accounts Office of the Ministry or Department whenever it is called upon to do so.
- (vi) The Haryana SFDA shall furnish Utilization Certificate alongwith its request for release of Grants-in Aid certifying that the fund released to them for which Utilization Certificates has been issued has been utilized exclusively in pursuance of objectives envisaged in the Rules/ Memorandum of Haryana SFDA and that the Grant shall be spent with the extant instruction/ rules and with the approval of competent authority in each case.
- (vii) Performance cum achievement report of Haryana SFDA shall be furnished within prescribed time limit.
- (viii) Noted at Sl.No. 26 in the Register of Grants.

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- (ix) Haryana SFDA will spend Grants-in Aid exclusively in pursuance of the objectives envisaged in Rules/Memorandum of Haryana SFDA, for the purpose it is being sanctioned.
- (x) Grants-in Aid to Haryana SFDA is subject to the Economy Instruction issued from time to time by the Ministry of Finance or by any Competent Authority so designated.
- (xi) Grants-in Aid shall be utilized before the end of the current financial year 2014-15 and unspent balance, if any, will be refunded by Haryana SFDA to the Government of India.
- (xii) Haryana SFDA will maintain and will present their annual accounts in the standard format as required under GFR 209(xiii).
- (xiii) In case of Non-recurring Grant for specified object :-
 - a. Haryana SFDA will have to spend the amount sanctioned to them upto 31.03.2015.
 - b. Utilization Certificate of Grants-in Aid sanctioned during the year 2014-15 from Haryana SFDA would have to be submitted as required under GFR 202(1) read with the Form GFR 19-A.
- (xv) The payee has no utilization certificate as due for rendition under the rule under the scheme in question.

4. SFDA will take necessary steps to ensure the minimum survival of plants after planting under the NAP Scheme from the end of 1st to fifth year as fixed for various FDAs vide our O.M.No.8-1/2005-B-1 dated 26.11.2009 and 16.12.2009. The survival percentage of plantation should be reflected in the last Quarterly Progress Report submitted ending 31st March to this Ministry.

5. The expenditure involved will be met from within the Sanctioned Budget Grant under No.31 Ministry of Environment & Forests, Major Head 3601.02.665.01.00.31 Grants-in Aid for the year 2014-15 (Plan).

6. In accordance with the revised procedure the Reserve Bank of India may please be advised to pass on the credit to the Central Accounts Section, Nagpur for transferring the funds to the accounts of Government of Haryana and to debit the amount to the Account of Ministry of Environment, Forests & Climate Change, Govt. of India, New Delhi.

7. The State Government of Haryana would make provisions in their budget and on receipt of funds from RBI, release the grants of above funds within 15 days of the issue of this sanction letter to the SFDA, the details of which are given below, under intimation to this office.

Name and Address of SFDA	Name of Bank where A/c of SFDA held	Name and complete address of the bank branch	IFSC/MICR Code/ Bank Branch Code	Type of Account	Account No.
State Forest Development Agency Haryana	Union Bank of India	Union Bank of India, Panchkula, SCO 387 Sector 8, Panchkula-134 109	UBIN 0549932	Saving	499302010 010465

8. The project will be implemented by the implementing agency in the identified area only strictly as per the Revised Operational Guidelines-2009 of National Afforestation Programme Scheme including the following:-

- a) The funds received by the SFDA shall be deposited in its exclusive and separate current account in a Nationalised Bank, which would be operated jointly by its Chairperson and the Member Secretary.
- b) The SFDA shall transfer the full amount earmarked for all FDAs within 7 days of receipt of funds from the NAEB, MoEF based on the approved work programme.
- c) The funds received by the FDA from SFDA shall be deposited in its exclusive and separate current account in a Nationalised Bank, which would be operated jointly by its Chairperson and the Member Secretary. If the stipulation regarding joint signatures of the CEO and the Chairperson is found to cause undue delay in banking transactions especially in cases where the

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- headquarters of the Chairperson and CEO are quite far apart, the SFDA may devise a mechanism to overcome the problem, ensuring adequate accountability at the same time.
- d) The FDA shall release the amount for all the JFMCs/EDCs by ECS or demand draft within 15 days of receipt of funds from the SFDA based on the fund requirement, progress of implementation and utilization of earlier releases.
 - e) The respective JFMCs/ EDCs shall deposit the funds thus received from the FDA in their exclusive and separate account in a Nationalised Bank/ a Cooperative Bank or a Post Office, which would be jointly operated by the President and the Member Secretary.
 - f) Each JFMC/ EDC shall submit a quarterly statement of accounts and progress of works carried out by them to the FDA.
 - g) The FDA shall submit a comprehensive annual report on the progress of works and utilization of funds in respect of all JFMCs/ EDCs to the respective State Forest Development Agency. However, these details have to be furnished by the FDA each time they seek for release of the next instalment of funds under the project.
 - h) The Project shall be implemented in the areas as indicated in the project proposal and approved by the NAEB, MoEF.
 - i) The interest amount if any, accrued on the deposits of these funds shall be treated as part of the SFDA's additional resources and would be adjusted towards further instalments of the grant.
 - j) The funds released under the scheme shall be subject to audit by the Comptroller and Auditor General of India or his nominated officer. Any other agency/ officer (s) authorized by NAEB shall have the right of access to the books and accounts of the SFDA/ FDA/JFMCs and EDCs for the funds received under the project.
 - k) The SFDA shall be responsible for guidance, coordination, supervision, periodical reporting and monitoring the implementation of the project by their constituent FDAs/JFMCs/ EDCs. The project shall be monitored periodically by the respective State Forest Department and the officials of NAEB, MoEF and all assistance for this purpose will be rendered by the SFDA.
 - l) The project should be completed within the approved project period. The SFDA shall furnish 2 copies of detailed report to NAEB as per the format prescribed by NAEB within two months of completion of the project.
 - m) NAEB reserve the right to terminate the grant at any stage if it is convinced that the grant has not been properly utilized or appropriate progress has not been made.
 - n) In case the FDA fails to execute the project within the stipulated time, including such extensions as may be granted by NAEB, NAEB may, in its discretion, require the SFDA to refund the grant in whole or in such part on account of the FDA along with interest thereon as NAEB may specify.
 - o) There will be no diversion of funds from one FDA to another FDA or one JFMC/ EDC to another save in exceptional circumstances and with the prior approval of NAEB.
 - p) The SFDA will submit non-diversion and non-embezzlement certificate each time a request for release of grant is made to NAEB.
 - q) The auditing of accounts of the SFDA/FDAs will have to be carried out through a reputed Chartered Accountant who is also on the panel of C&AG.
 - r) The SFDA shall also submit a certificate to the effect that all conditions laid down in the guidelines and the sanction order are being followed each time a request for release of grant is made to NAEB.
 - s) FDA/ JFMCs will maintain a record of all assets created under the project as per GFR 151.
 - t) Contractors / middlemen/ intermediate agencies are not permitted to be engaged for execution of any of the works under the scheme so that full benefit of wages to be paid reach the workers.
 - u) Except for supervening impossibilities, the Chairperson and the Member Secretary of the SFDA/FDA shall be solely responsible and accountable for successful implementation of the project.
 - v) The SFDA will ensure complete compliance with operational guidelines of NAP and conditions mentioned in the previous sanction orders.
9. The payment sanctioned above is provisional. The final adjustment will be made after receipt of the item wise physical and financial Progress Report, utilization certificate and Audited Expenditure figures from the implementing agency at the time of 2nd installment release. The Progress Report of each quarter is to be sent regularly.

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10. The implementing agency is required to indicate concrete monitorable physical outcomes with time line and include GPS coordinates.
11. The implementing agency is requested to ensure that the Central assistance being released will be gainfully utilized in furtherance of the approved work programme without any time overrun under the project/scheme. The proposed area coverage under the work programme should not be overlapping with any other Central/State scheme and there should be no duplication of central / external assistance in any case.
12. The implementation of the project and maintenance of plantations raised there under that spill over to the next year shall be the responsibility of the State Government unless the NAP scheme is continued.
13. As per para 9.2, the SFDA has to commission independent evaluation of each FDA project twice during the project cycle.
14. The details of the work to be taken up under Entry Point Activities along with the costing of the same may be provided to the sanctioning authority before taking up the works. It may ensure that Soil Moisture Conservation, Entry Point Activities, Awareness Raising, Fencing, Training and Capacity Building, Value Addition and Marketing of Forest Produce etc. should be carried and conducted by Forest Development Agency as per verifiable and vouchable schedule. The monitoring and evaluation all these ancillary activities will be carried out giving details and outcomes achieved.
15. The SFDA, Haryana needs to implement the programme of creation work in the new area strictly as per the Geo-references (Longitude – Latitude) submitted alongwith the project proposal for 2014-15. The SFDA will certify that the creation work has been carried out in the area where Geo references have been submitted for advance work during 2013-14.
16. The SFDA Haryana was advised to complete the digitization of forest boundary and submit status report.
17. **Out of the total amount released through this Sanction Order, 10% of funds will be utilized as flexi funds as per Guidelines issued by Department of Expenditure (Ministry of Finance) vide OM NO. 55(5)/PF.II/2011 dated 06.01.2014.**
18. The sanction issues under the power delegated to the National Afforestation & Eco-Development Board and with the concurrence of the Finance Division vide their Dy.No. 3192/US(FF-I)/2014 dated 3/12/2014.

Encl.: as above.

Yours faithfully,

A. Kaar
5/12/14

(Anita Karh)
Assistant Inspector General of Forests (NAEB)

Copy to: -

1. The Principal Chief Conservator of Forests, Government of Haryana, Chandigarh.
2. The Secretary, Forest Department, Government of Haryana, Chandigarh.
3. The Secretary, Finance Department, Government of Haryana, Chandigarh.
4. The Secretary, Planning Department, Government of Haryana, Chandigarh.
5. The Accountant General (A&E), Government of Haryana, Chandigarh.
6. The Addl. Pr. Chief Conservator of Forests, Regional Office MoEF.
7. The Addl. Pr. Chief Conservator of Forests/ Nodal Officer of NAP, Govt. of Haryana, Panchkula.
8. The Chief Executive Officer all concerned FDAs in Haryana.
9. Ministry of Finance, Department of Expenditure, Plan Finance Division, New Delhi.
10. The Manager, Reserve Bank of India, central account Section, Nagpur.
11. The Principal Director (Audit), Scientific Department, AGCR Building, New Delhi-2
12. The Co-ordinator, Regional Centre of NAEB, Solan.
13. I.G.F.(NAEB).
14. The Director (IFD), MoEF, New Delhi.
15. The DDO (Cash), NAEB.
16. DPA, NAEB
17. Budget and Accounts Division, Ministry of Environment and Forests, New Delhi.
18. NIC, MoEF, New Delhi with request to upload the Geo-references of plantation sites proposed for advance work during 2014-15. A set of Geo-references of plantation sites proposed for advance work during 2014-15 is enclosed herewith for ready reference.
19. Sanction Folder/ Guard File.


(R.C. Meena)

Asstt. Commissioner (F)

Details of 2014-15

1.	Total Approved Project Cost (@ wage rate of Rs.213.35 /- per day)	Rs.11.00 crore
2.	Amount released as 1st instalment (50 % of total outlay)	Rs.5.50 crore
3.	Amount being released as 2 nd instalment	Rs.5.50 crore