

Annexure



Annexure - I

Members of Board of Governors as on 31st March 2012

Shri T. Chatterjee

Secretary to the Govt. of India and
Chairman, BOG of the ICFRE,
Ministry of Environment and Forests,
Paryavaran Bhawan, CGO Complex,
Lodi Road, New Delhi. 110 003.

Dr. P.J. Dilip Kumar,

Director General of Forests and
Special Secretary to the Govt. of India,
Vice Chairman, BOG of the ICFRE,
Ministry of Environment and Forests,
Paryavaran Bhawan, CGO Complex,
Lodi Road, New Delhi. 110 003.

The Director General,

Indian Council of Forestry Research and Education,
Dehra Dun

**The Additional Secretary and Financial
Advisor,**

Ministry of Environment and Forests,
Paryavaran Bhawan, CGO Complex,
Lodi Road, New Delhi. 110 003.

The Director General,

Indian Council of Agricultural Research,
Krishi Bhawan,
New Delhi

The Director General,

Council for Scientific and Industrial Research,
2, Rafi Marg, Anusandhan Bhawan,
New Delhi.

The Chairman,

University Grants Commission,
Bahadur Shah Zafar Marg,
New Delhi.

The Director,

Wildlife Institute of India,
Chandrabani, Clement Town,
Dehra Dun

The Director,

Indian Institute of Forest Management,
Nehru Nagar, Bhopal (M.P.) – 462 003

The Director,

Indira Gandhi National Forest Academy,
P.O. New Forest, Dehra Dun- 248 006

The Secretary to the Govt. of India,

Department of Science and Technology,
Technology Bhawan,
New Mehrouli Road, Delhi.

The Director General,

Forest Survey of India,
Kaulagarh Road, Dehra Dun

Dr. A.K. Pathak,

Vice Chancellor,
Navsari Agriculture University,
Navsari (Gujrat) - 396 450
Fax No. 02637- 282554

Dr. S.K. Sharma,

Vice Chancellor,
C.S.K. Himachal Pradesh Krishi Vishwavidyalaya
Palampur, Kangara- 176 061.

The President,

North Indian Plywood Manufactures Associations,
Venus Plywood Pvt. Ltd.
V. Raowalim Pathankot Road,
Jalandhar- 144 004.
Fax – 0181- 290391

The Principal Chief Conservator of Forests,

Tripura forest Department,
Aranya Bhawan, Nehru Complex,
Agartala (Assam) – 797 001

The Principal Chief Conservator of Forests,

Karnataka State, 18th Cross,,
Aranya Bhawan, Malleswaram, Bangalore

The Director,

Institute of Forest Genetics and Tree Breeding,
Coimbatore

The Director,

Himalayan Forest Research Institute, Shimla

The Deputy Director General (Education),

ICFRE, Dehra Dun

Dr. Gurudev Singh, Scientist 'F',

IFGTB, Coimbatore.



Annexure - II

Right To Information

A Public Information Officer and Appellate Authority are functioning in Public Authority, ICFRE under the RTI Act 2005. A Transparency Officer is also functioning in ICFRE as mandated under the RTI Act.

During the year 2011-12 detail of RTI applications and RTI Appeals on quarterly basis is stated below.

RTI Application Request	No. of applications received as transfer from other P/Asu/s 6(3)	Received during the month (including cases transferred to other Public Authority)	Number of cases transferred to other Public Authorities u/s 6(3)	Decisions where requests /Appeals rejected	Decisions where requests /Appeals accepted
1 st Quarter	12	68	06	–	64
2 nd Quarter	20	69	10	–	57
3 rd Quarter	18	64	10	–	67
4 th Quarter	06	52	02	–	53
Total	56	253	28	–	241
			–	–	
RTI First Appeals			–		
1 st Quarter	–	03	–	–	03
2 nd Quarter	–	19	–	01	16
3 rd Quarter	–	10	–	–	09
4 th Quarter	–	–	–	–	01
Total	–	32	–	01	29



NAME AND ADDRESS OF PUBLIC INFORMATION OFFICERS AND APPELLATE AUTHORITIES UNDER THE RIGHT TO INFORMATION ACT 2005 IN ICFRE AND ITS INSTITUTES

Headquarters/Institutes	Appellate Authorities	Public Information Officers	Subject matter(s) allocated
Indian Council of Forestry Research and Education (ICFRE Hq.), P.O. New Forest Dehradun-248 006	Shri S.D. Sharma, Asstt. Director General (Stat.) Phone (O) : 0135-2224865, 0135-2752229, (R) 2102104 E-mail : sdsharma@icfre.org, adg_stat@icfre.org	Dr. Devendra Kumar, Scientist C, ICFRE Phone (O) :0135-2224835, (R) 0135-2224626 E-mail : devendra@icfre.org	All matters related to ICFRE Hqrs., Dehradun
Forest Research Institute, P.O. New Forest, Dehradun-248 006	Dr. S.S. Negi, Director Forest Research Institute P.O. New Forest Dehradun- 248006 Phone: 0135-2224444, 2755277 Fax: 0135- 2756865 E-mail: negiss@icfre.org dir_fri@icfre.org	Shri A.S. Rawat, Registrar/ Group Coordinator (Research), FRI P.O. New Forest Dehradun- 248 006 Phone : 0135-2224316, 0135-2752670, Fax: 0135-2756865 E-mail: groupco_fri@icfre.org	Establishment, Administrative & all other matters
Centre for Social Forestry and Eco-Rehabilitation (CSFER), 3/1, Lajpath Rai Road, New Katra, Allahabad-211 002	Dr. S.S. Negi, Director Phone: 0135-2224444, 2755277 Fax: 0135- 2756865 E-mail: negiss@icfre.org dir_fri@icfre.org	Shri A.S. Rawat, IFS Group Co-ordinator (Research) Phone:0135-2224316 0135-2752670 E-mail: groupco_fri@icfre.org	All matters related to CSFER, Allahabad
Institute of Forest Genetics and Tree Breeding, Forest Campus, P.B.No 1061 R.S.Puram, Coimbatore - 641 002.	Dr. N. Krishnakumar, Director, IFGTB, Coimbatore, Phone: 0422-2484100 Fax. 0422-2430549 E-mail: dir_ifgtb@icfre.org	Shri T.P. Raghunath, Group Coordinator (Res.), IFGTB, Coimbatore Phone: 0422-2431540 (O)	All subjects related to this Institute
Institute of Wood Science & Technology, PO Malleswarum, Forest Research Lab. Bangalore – 560003, Karnataka	Shri S.C. Joshi, Director, IWST Bangalore Phone : 080-23341731, 080-23345965 (R) E-mail: dir_iwst@icfre.org	Dr. B.N. Mohanty, Group Coordinator (Res.), IWST Bangalore, Phone: 080-23340115 (O) 080-22190104	All matters related to IWST, Bangalore and FRC, Hyderabad
Head, Forest Research Centre Dulapally, Hakimpet (P.O.) Hyderabad-500 014	Shri. S.C. Joshi, Director, IWST Bangalore, Ph : 080-23341731, 23345965 (R)	Dr. G.R.S. Reddy, Scientist-E Phone: 040-23095921	All matters related to FRC, Hyderabad



Annual Report 2011-12

Tropical Forest Research Institute, Jabalpur P.O. – R.F.R.C, Mandla Road, Jabalpur – 482 021 (M.P)	Dr. U. Prakasham, Director TFRI, Jabalpur RFRC Mandla Road, Jabalpur. Phone : 0761-4044002, 2840483 (O) Fax: 0761-4044002, 2840484 E-mail: dir_tfri@icfre.org	Dr. Rupnarayan Sett, Scientist-D TFRI Jabalpur. Phone: 0761-5044003 (O)	All matters related to TFRI, Jabalpur
Centre for Forestry Research and Human Resources Development (CFRHRD), P.O. Kundalikala, Poama, Chhindwara (M.P.) - 480001	Dr. U. Prakasham, Director TFRI, Jabalpur RFRC Mandla Road, Jabalpur Phone : 0761-4044002, 2840483 (O) Fax: 0761-4044002, 2840484 E-mail: dir_tfri@icfre.org	Dr. Rupnarayan Sett, Scientist-D TFRI Jabalpur. Phone: 0761-5044003 (O)	All matters related to CFRHRD, Chhindwara
Rain Forest Research Institute Post Box No. 136, Deovan, Sotai, A.T. Road, Jorhat- 785 001(Assam)	Dr. N.K. Vasu Director, RFRI Jorhat. Phone: 0376-2350273(O) Fax. 0376-2350274 E-mail: dir_rfri@icfre.org	Shri Gautam Bannerjee, DCF, RFRI, Jorhat Phone: 0376-2350272 (O)	All matters related to RFRI, Jorhat
Advanced Research Centre for Bamboo and Rattans (ARCBR), P.O. Box 171, Kulikawn Aizwal-796001 (Mizoram)	Dr. N.K. Vasu Director, RFRI Jorhat Phone: 0376-2350273 (O) Fax: 0376-2350273 e-mail: dir_rfri@icfre.org	Shri Gautam Banerjee, DCF Public Information Officer (PIO) Phone: 0376-2350272 (o) Fax: 0376-2350274	All matters related to ARCBR, Aizwal
Arid Forest Research Institute, P.O. Krishi Upaz Mandi, New Pali Road, Jodhpur, 342005	Dr. T.S. Rathore, Director, AFRI Jodhpur Phone: 0291-2722764 , 0291-2742549 Fax. 0291-2722764 E-mail: dir_afri@icfre.org	Shri M.R. Baloch, Head Agroforestry & Extn. and Silviculture Div. AFRI Jodhpur. Phone: 0291-2722721 Fax: 0291-2722764	All matters related to AFRI, Jodhpur
Himalayan Forest Research Institute, Conifer Campus, Panthaghati, Shimla – 171 009 (Himachal Pradesh)	Dr. V.R.R. Singh, Director, HFRI, Shimla Phone : 0177-2626778 (O), 0177-2624392 (R) Fax : 0177-2626779 E-mail: dir_hfri@icfre.org	Dr. K.S. Kapoor, Coordinator (Res.), & Head, Division of Ecology & Biodiversity Conservation HFRI Shimla -171 009 Phone: 0177-2626801(O) Fax. 0177-2626779 E-mail: kapoorks@icfre.org	All matters pertaining to HFRI, Shimla
Institute of Forest Productivity Aranvodaya, Gumla, N.H.-23, P.O. Lalgutwa Ranchi-835 303 (Jharkhand)	Shri Rameshwar Das, Director, IFP Ranchi, Ph-0651-2548505(O) E-mail: dir_ifp@icfre.org	Group Coordinator (Res.) IFP Ranchi, Phone: 0651-3296974 (O), Fax- 0651 – 2546044 E-mail: dasr@icfre.org	All matters related to IFP, Ranchi



Annexure-III

Email and Postal addresses of ICFRE and its Institutes

Director General

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: bahugunaifs@gmail.com
bahugunaifs@yahoo.com
Phone: 0135-2759382; 2224855

Deputy Director General (Administration)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: ddg_admin@icfre.org
Phone: 0135- 2758295, 2224856

Deputy Director General (Research)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: ddg_res@icfre.org
Phone: 0135- 2757775, 2224836

Deputy Director General (Education)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: omkar@icfre.org
ddg_edu@icfre.org
Phone: 0135- 2758571, 2224832

Deputy Director General (Extension)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: ddg_extn@icfre.org
Phone: 0135- 2750693, 2224830

Director (Project and International Cooperation)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: dir_res@icfre.org
Phone: 0135- 2756497, 2224831

Secretary, ICFRE

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: sudhanshu@icfre.org
sec@icfre.org
Phone: 0135- 2758614, 2224867

Head, BCC Division

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: renusingh@icfre.org
head_bcc@icfre.org
Phone: 0135- 2750296, 2224823

Assistant Director General (Administration)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: pramod@icfre.org
adg_admin@icfre.org
Phone: 0135- 2750297, 2224869

Assistant Director General (Recruitment Board)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: adg_rb@icfre.org
Phone: 0135- 2755399, 2224839

Assistant Director General (Education)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: adg_edu@icfre.org
Phone: 0135- 2758348, 2224850

Assistant Director General (Policy Research)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: adg_pr@icfre.org
Phone: 0135- 2758348, 2224850



**Assistant Director General
(Environment Management)**

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: adg_eia@icfre.org
Phone: 0135-2753882, 2224813

**Assistant Director General
(Research and Planning)**

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: adg_rp@icfre.org
Phone: 0135-2752683, 2224807

**Assistant Director General
(Monitoring and Evaluation)**

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: rawatsps@icfre.org
adg_me@icfre.org
Phone: 0135-2757485, 2224810

**Assistant Director General
(Project Formulation)**

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: adg_pf@icfre.org
Phone: 0135-2754882, 2224827

**Assistant Director General
(Statistics)**

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: sdsharma@icfre.org
adg_stat@icfre.org
Phone: 0135-2752229, 2224865

**Assistant Director General
(Media and Publication)**

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: rpsingh@icfre.org
adg_mp@icfre.org
Phone: 0135-2755221, 2224814

PD (SLEM)

Indian Council of Forestry Research and Education,
P.O. New Forest, Dehradun-248 006
E-mail: slemicfre@gmail.com
Phone: 0135-2224819

**Director
Forest Research Institute, Dehradun**

P.O. New Forest
Dehradun-248006
E-mail: dri_fri@icfre.org
Phone: 0135-2224444, 2755277
Fax: 0135-2756865

**Director
Institute of Forest Genetics and Tree
Breeding, Coimbatore**

Forest Campus, P.B.No 1061
R.S. Puram,
Coimbatore - 641 002.
Email : dir_ifgtb@icfre.org
Phone: 0422 -2484100, 2431540,
Fax : 0422 - 2430549

**Director,
Institute of Wood Science and Technology,
Bangalore**

P.O. Malleswaram,
Bangalore-560 003
Email: dir_iwst@icfre.org
Phone: 080-23347131, 22190100 (Gen),
22190201 (Gen)
Fax: 080-23340529

**Director
Tropical Forest Research Institute,
Jabalpur**

P.O. - R.F.R.C, Mandla Road,
Jabalpur - 482 021 (M.P)
E-mail: dir_tfri@icfre.org
Phones: 0761 - 4044002, 2840483 (O)
Fax : 0761 - 4044002, 2840484



Director

Rain Forest Research Institute, Jorhat

P. Box – 136, Deovan, Sotai, A. T. Road
Jorhat – 785001 (Assam)
Email: dir_rfri@icfre.org
Website: <http://rfri.icfre.org>
Phone: 0376 2350273
Fax: 0376 2350274

Director

Arid Forest Research Institute, Jodhpur

P.O. Krishi Upaz Mandi,
New Pali Road, Jodhpur, 342005
Email: dir_afri@icfre.org
Phone: 0291-2742549
Fax: 0291-2722764

Director,

Himalayan Forest Research Institute, Shimla

Conifer Campus, Panthaghati,
Shimla– 171 009 (HP)
E-mail: dir_hfri@icfre.org
Phone: 0177-2626778, 2626801
Fax: 0177-2626779

Director

Institute of Forest Productivity, Ranchi

Aranvodaya,
AT & P.O. Lalgotwa (via Piska nagari),
Ranchi-835303
E-mail: dir_ifp@icfre.org
Phone: 0651-2948505
Fax: 0651-2241457

Director

**Centre for Forestry Research and Human Resources
Development (CFRHRD)**

P.O. Kundalikala, Poama,
Chhindwara (M.P.)-480001

Director

**Centre for Social Forestry and Eco
Rehabilitation (CSFER)**

3/1, Lajpath Rai Road, New Katra,
Allahabad-211 002

Director

Forest Research Centre (FRC),

P.O - Hakimpet,
Dulapally, Hyderabad-500014
Email: head_frc@icfre.org
Website: <http://frc.icfre.org>
Phone: 040-23194188, 23095921
Fax: 040-23095926

Director

**Advanced Research Centre for Bamboo
and Rattans (ARCBR)**

P.O. Box 171,
Kulikawn Aizwal-796001
(Mizoram)
E-mail: tripathiyc@icfre.org
Phone: 0389- 2301159, 2301157
Fax: 0389-2301159



Annual Report 2011-12



CITIZEN CHARTER

Indian Council of Forestry Research and Education

(An Autonomous Body of Ministry of Environment and Forests, Govt. of India)

P.O. New Forest

Dehradun

Website: www.icfre.gov.in

As on 31st March 2012



Annual Report 2011-12



डॉ० वी०के० बहुगुणा, भा.व.से.

महानिदेशक, भा.वा.अ.शि.प.

एवं कुलाधिपति, व.अ.सं. विश्वविद्यालय

Dr. V.K. Bahuguna, IFS
Director General, ICFRE
and Chancellor, FRI University

पर्यावरण एवं वन मंत्रालय, भारत सरकार
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्

(आईएसओ 9001:2000 प्रमाणित संस्था)

पो.ऑ. न्यू फॉरेस्ट, देहरादून-248 006 (उत्तराखण्ड)

Ministry of Environment and Forests,
Government of India

Indian Council of Forestry Research and Education


(An ISO 9001:2000 Certified Organisation)

P.O. New Forest, Dehra Dun - 248 006 (Uttarakhand)

Foreword

It gives me great pleasure to present Citizen Charter to all our stakeholders. Preparation of this Charter is a sincere endeavour by us towards fulfilling our commitment of providing an efficient, useful and responsive forestry research input. The success of this Charter will depend greatly on the proactive response that it receives from the stakeholders for deriving the assured level of success.

We need and look forward to your co-operation for success of our efforts.


(Dr. V. K. Bahuguna)
Director General,
ICFRE.

दूरभाष/Phone : 0135-2759382 (O)
PABX : 0135-2224855/2224333(O)
: 0135-2754748 (Res.)
: 0135-2224509 (Res.)

ई-मेल/e-mail : bahugunaifs@gmail.com
: bahugunaifs@yahoo.com
: dg@icfre.org
फैक्स/Fax : 0135-2755353



Introduction

Indian Council of Forestry Research and Education (ICFRE), an apex body in the national forestry research system, has been undertaking the holistic development of forestry research through need based planning, promoting, conducting and coordinating research, education and extension covering all aspects of forestry. The Council deals with the solution based forestry research in tune with the emerging issues in the sector, including global concerns such as climate change, conservation of biological diversity, combating desertification and sustainable management and development of resources. Topical research by the Council enhances public confidence in the ability of forest managers and researchers to successfully handle challenges related to natural resource management. The ICFRE is an ISO 9001:2000 certified organization.

Vision

To generate, preserve, disseminate and advance knowledge, technologies and solutions for addressing the issues related to forests and promote linkages arising out of interactions between people, forests and environment on a sustained basis through research, education and extension.

Mission

1. Updating, developing and providing knowledge, skill, technology and experiences to support development in forestry sector in accordance with priorities of National Forestry Research Plan (NFRP) and National Forest Policy for sustainable forest development.
2. ICFRE as model organization to undertake, coordinate, promote and aid forestry research, extension and education.
3. Developing packages of technology and practices according to the needs of different stakeholders so as to contribute towards sustainability and promote these technologies through aggressive marketing.
4. Focusing research efforts on priorities as identified in NFRP and attaining global leadership in few emerging strategic areas.
5. Optimizing the use of research resources e.g. financial, human and infrastructure through establishing and nurturing symbiotic networking with ICFRE providing a core of such network at national and regional level.

Objectives

1. To undertake, aid, promote and co-ordinate forestry research, education and its application.
2. To extend the research findings from lab to land.
3. To develop & maintain a National Forest Library & Information Centre.
4. To provide consultancy services in the field of forestry research, education and training, and in allied sciences.

Function

1. To undertake, aid, promote and coordinate forestry education, research and applications thereof.
2. To develop and maintain a National Library and Information Centre for forestry and allied sciences.
3. To act as a clearing-house for research and general information related to forests and wildlife.
4. To develop forestry extension programmes and propagate the same through mass media, audiovisual aids and extension machinery.
5. To provide consultancy services in the field of forestry research, education and allied sciences.
6. To undertake other jobs considered necessary to attain these objective.

Services

1. Planting stock improvement programme of different species.
2. Conservation of natural forests and bio-diversity and eco-restoration of ecologically fragile and disturbed areas.



Annual Report 2011-12

3. Development and extension of Social forestry/Agro-forestry models.
4. Utilization of non-conventional woods and weeds for manufacture of forest products.
5. Developing the technology for reclamation of wastelands.
6. Geological, geomorphological and micro-morphological studies on skeletal and sodic soils.
7. Development of technology for eco-friendly preservatives.
8. Technology development and research on forest based livelihood.

Service Standards			
S.No.	Services	Responsible Person	Process
1.	<p>Directorate of Administration Management of Information Technology (IT) & e-Governance in Indian Council of Forestry Research and Education (ICFRE).</p> <p>Operation of Pension cell, Procurement cell, Estate management, Budget management and Drawing and Disbursement Office</p>	<p>Shri Pramod Pant, IFS Deputy Director General Administration E mail: ddg_admin@icfre.org Phone No: 0135-2758295</p>	<ul style="list-style-type: none"> ● Provide IT services through the framework of help desk to the ICFRE (Hq) & Institutes telephonically and email. ● e-Governance services through Intra Net Portal for Research Information System (RIS), Employee Self Service Portal (ESS), Financial Accounting System (FAS) etc. ● Provide feedback system through freely accessible ICFRE Website. ● Receive proposals for providing pensionary benefits, their processing and final disbursement. ● Procurement of stores, IT consumables, Annual Maintenance contracts etc. ● Receipt of budget requirement from ICFRE Institutes. ● Allocation of budget for undertaking forestry research, education and extension activities of the Council. ● Receive bills of employees for various claims and process them for payment.
2.	<p>Directorate of Research Coordinating stakeholders and Research Advisory Group (RAG) meetings of the Institutes and Coordinating & conducting Research Policy Committee (RPC) meeting</p> <p>Research Planning, processing and formulation of new research projects including the review/monitoring of the ongoing research projects in commensurate with rolling research plans of all the institutes of ICFRE</p>	<p>Shri. Sandeep Tripathi Deputy Director General (Research) E mail: ddg_res@icfre.org Phone No: 0135-2755277</p>	<ul style="list-style-type: none"> ● Receive research proposals for inclusion in Research Advisory Group (RAG) meetings ● Preparation of calendar of RAG Meetings of the Institutes ● Prioritization of research proposals in RAG meetings. ● Approval of research projects in Research Policy Committee (RPC) Meeting. ● Budget allocation of finally approved projects. ● Follow up action for new Research Projects ● Monitoring of research projects by the council & also by External Experts ● Quinquennial review of research activities. ● Review of ongoing projects in the RPC meeting under Five year research rolling Plan for change request, if any. ● Review comments and modifications ongoing Research Projects are communicated to the Director of the institute for compliance. Modification or midterm corrections are taken to RAG and then to RPC. ● Scrutiny of Project Completion Reports



Annual Report 2011-12

S.No.	Services	Responsible Person	Process
3.	<p>Directorate of Education To provide financial support in the form of Grant-in-Aid to universities for strengthening the infrastructural facilities; enhancing teaching and research facilities to provide forestry education in the country. To accreditate the universities providing forestry education</p> <p>To conduct training for Scientific Cadre, Managerial Cadre & Technical Cadre under Human Resource Development plan (HRD).</p> <p>To review and analyze the existing forest policies, statutes and their framework.</p> <p>To look into the grievances of SC/ST/OBC employees</p>	<p>Shri Omkar Singh, IFS Deputy Director General (Education)</p> <p>Email:omkar@icfre.org; ddg_edu@icfre.org Phone No:0135-2758571</p>	<ul style="list-style-type: none"> ● Inviting proposals for Grant-in- Aid to the Universities, scrutiny and sanction of grants through the process of accreditation committee meetings. ● Obtaining utilization certificates for the grants released to the universities, scrutiny and acceptance of UCs. ● Monitoring the utilization of grants released to the universities. ● Process proposals of Domestic and International travel of the Scientists/officers for approval of competent authority/MoEF attending Training/ Seminar/ Workshop from Institutes/ICFRE. ● Accreditation proposal in the standard format received from the Universities and peer review process of the universities. ● Accreditation of forestry courses and issue of accreditation certificate on the recommendations of the accreditation Board of ICFRE and approval of Director General, as per Accreditation Guidelines. ● Implement HRD plan, based on the budget allotted, by inviting nominations and finalizing training institutions for training the Scientific/ Managerial/Technical cadre of the Council. ● ICFRE hosts the Policy Research Committee of MoEF to provide policy research inputs based on the suggestions of the committee by conducting Policy Research study on the suggested topics and follow up. ● Functional Grievance Redressal Cell for SC, STs and OBCs in ICFRE headquarter.
4.	<p>Directorate of Extension Development and dissemination of forestry extension programmes</p> <p>Provide consultancy/technical services in the field of forestry, environment and allied sciences.</p> <p>Collection, validation and dissemination of statistics pertaining to the forestry sector of India.</p> <p>Implementation of Rajbhasha in the Council.</p> <p>Coordination of SLEM-TFO</p>	<p>Shri Saibal Dasgupta, IFS Deputy Director General Extension</p> <p>Email: ddg_extn@icfre.org Phone No: 0135-2750693</p>	<ul style="list-style-type: none"> ● Development of extension strategy. ● Compilation and editing of information for preparing Annual Report/ Timber Bamboo Trade Bulletin/ Forestry Statistics/ Half Yearly Newsletters/ Taruchintan and their regular publication. ● Transfer of technologies through Van Vigyan Kendra and Demo villages. ● Providing consultancies on environment and forestry sector ● Including EIA/EM studies on Hydropower, mining, infrastructure etc. and preparation of R&R Plan. ● Activities for implementation of Rajbhasha including organizing meetings and training workshops, Compilation and preparation of Tri-monthly Progress Report etc. ● Activities pertaining to SLEM-TFO including organizing workshops and publication of Newsletter and other important documents.



Annual Report 2011-12

S.No.	Services	Responsible Person	Process
5.	<p>Director, (Projects & International Cooperation)</p> <p>Act as a facilitator between the ICFRE Institutes and potential national and international donor agencies for formulation of research projects in the identified thrust areas for funding.</p>	<p>Dr. N.S. Bisht, IFS Director Projects & International Cooperation</p> <p>Email: dir_res@icfre.org Phone No: 0135-2756497</p>	<ul style="list-style-type: none"> ● Receipt of research projects/All India Coordinated Projects (AICPs) proposals from ICFRE Institutes; its scrutiny, finalization and processing for necessary approval and external funding. ● Signing of Memorandum of Understanding (MoUs)/ Agreements of collaborative projects and execution by ICFRE Institutes.
6.	<p>Chief Vigilance Officer</p> <p>Coordinating Vigilance activities in ICFRE and its Institutes.</p> <p>Increasing transparency, accountability and reducing discretion.</p>	<p>Shri Sandeep Tripathi, IFS Chief Vigilance Officer</p> <p>Email:sandeeptrip@icfre.org; dir_res@icfre.org Phone No: 0135-2756497</p>	<ul style="list-style-type: none"> ● Identification of activities vulnerable to corruption and building up suitable preventive and vigilance mechanism. ● Causing enquiry in major instances of loss caused to the exchequer by officials by their acts of omission or commission and erring officers to sternly deal with.
7.	<p>Secretary, ICFRE</p> <p>General administration and personnel management of ICFRE.</p> <p>Representation of Society in all legal suits or proceedings</p>	<p>Dr. Sudhanshu Gupta, IFS Secretary, ICFRE</p> <p>Email:sudhanshu@icfre.org; sec@icfre.org Phone No: 0135-2758614</p>	<ul style="list-style-type: none"> ● Establishment and personal matters of Employees. ● Conduct of Board of Governors (BOG) and Society meetings. ● Issue advertisements relating to vacant posts. ● Receipt of proposals, processing of information regarding personnel management of Scientists/ Officers of ICFREtimeframe.
8.	<p>Biodiversity & Climate Change Division</p> <p>Undertake scientific programme on forests, biodiversity and climate change and capacity building.</p>	<p>Dr. Renu Singh, IFS Head Biodiversity & Climate Change Division</p> <p>Email:renusingh@icfre.org; head_bcc@icfre.org Phone No: 0135-2750296</p>	<ul style="list-style-type: none"> ● Develop synergies between ICFRE headquarters and its regional research institutes to enhance technical knowledge in the field of forests and climate change. ● Proposals for organizing training/workshop on climate change, biodiversity and forest are received from the MoEF, ICFRE and other organizations. ● Training programme prepared as per requirement and organize the same for the scientists/ officers of the Council and other organizations.



S.No.	Services	Responsible Person	Process
9.	Recruitment Board To carry out recruitment to the Group 'A' and 'B' Scientific and Administrative posts in ICFRE	Shri R.K. Dogra, IFS Assistant Director General (Recruitment Board) Email: adg_rb@icfre.org Phone No. 0135-2755399	<ul style="list-style-type: none"> ● Receipt of applications from the candidates after issuance of advertisement for recruitment to various posts. ● Scrutinize the received applications and issue of call letters to eligible candidates. ● Conduct of written examination and interview. ● Declaration of final results.
10.	Public Information Officer Supply of information under the Right To Information Act, 2005 to the citizens.	Dr. Devendra Kumar, Public Information Officer Scientist E, Statistics Division, Phone (O) : 0135-2751270, Appellate Authority Shri S.D. Sharma, IFS Assistant Director General Statistics Phone (O) :0135-2752229, E-mail : sdsharma@icfre.org, adg_stat@icfre.org	<ul style="list-style-type: none"> ● Provide information on receipt of the request in a time bound period regarding matters related to Indian Council of Forestry Research and Education (ICFRE) Headquarter, Dehra Dun.

Employee's Grievances Redressal Cell

(a) Forest Scientist Association Shri Sudhir Kumar President, Forest Scientist Association, Scientist-F, Directorate of Extension, ICFRE Phone No. 0135-2751859	(b) Technical Staff Association Shri A.K. Gazwal President, Technical Staff Association, RA-I, Wood Preservation Discipline, Forest Products Division, FRI Phone No: 0135-2224429
(c) Ministerial Staff Association Shri Sanjeev Khugshal President, Ministerial Staff Association, Head Clerk, Budget section, ICFRE Phone No: 0135-2224874	(d) SC/ST/OBC Employees Welfare Association Dr. Anup Chandra President, SC/ST/OBC Employees Welfare Association, Scientist-C, Botany Division, Forest Research Institute Phone No: 0135-222 4489

Grievances Redressal Mechanism

Grievance redressal cell has been constituted in Indian Council of Forestry Research and Education (ICFRE) (Hq) to redress the grievances of SC/ST/OBC employee working in ICFRE (Hqr). In order to redress their grievances, quarterly meeting is held at ICFRE (Hq). Sh Omkar Singh, Dy. Director General (Education), ICFRE (Tel: 0135-2758571) is the Chief Liaison Officer of ICFRE (Hqrs.). The other members of

Grievances Redressal Cell are Shri Sudhir Kumar, Liaison Officer for Scheduled Caste, Shri B.D. Joshi, Liaison officer for Scheduled Tribe and Shri Senthil Kumar, Liaison officer for Other Backward Class.

There is also a mechanism to receive and attend to the grievances of the citizens. Such grievances can be addressed to the Secretary, ICFRE, Post Office, New Forest, Dehradun-248006.



Annual Report 2011-12

Tel No: 0135-2758614

Fax: 0135-2750298

A suggestion box has also been placed in the premises of ICFRE (Hq) for giving suggestions by the Citizen.

Tel No: 0135-2758614

Fax: 0135-2750298

Escalation of Grievance: In case the common grievances are not attended to or the remedy offered is not satisfactory, the appeal can be addressed to the Director General, ICFRE, Post Office, New Forest, Dehradun-248006.

Tel No: 0135-2759382

Fax: 0135-2755353

List of Stakeholders

S. No.	Stakeholders
1.	General public at large
2.	State Forest Departments
3.	NGOs, Industries, Villagers, Farmers, Students
4.	Universities and other Academic Institutions imparting forestry education
5.	All Central Ministries/ Departments
6.	All Officers of All India Services
7.	All Central And State Government Employees

Institutes Under ICFRE

S.No.	Research Institutes	Address	Telephone No.	Email
1.	Forest Research Institute (FRI) Dehradun	PO. New Forest, Dehradun (Uttarakhand)	0135-2755277	dir_fri@icfre.org
2.	Arid Forest Research Institute (AFRI) Jodhpur	P.O. Krishi Upaz Mandi New Pali Road, Jodhpur – 342005 (Rajasthan)	0291-2722549	dir_afri@icfre.org
3.	Tropical Forest Research Institute (TFRI), Jabalpur	P.O. R.F.R.C., Mandla Road, Jabalpur (MP) - 482 021	0761- 2840483	dir_tfri@yahoo.co.in
4.	Institute of Forest Genetics and Tree Breeding (IFGTB), Coimbatore	P.B. No. 1061, R.S. Puram P.O., Coimbatore-641002 (Tamil Nadu)	0422 - 2431942	dir_ifgtb@icfre.org
5.	Himalayan Forest Research Institute (HFRI), Shimla	Conifer Campus, Panthaghati, Shimla - 171 009. (HP)	0177-2626778	dir_hfri@icfre.org



Annual Report 2011-12

S.No.	Research Institutes	Address	Telephone No.	Email
6.	Rain Forest Research Institute (RFRI), Jorhat	P. Box No. 136, Deovan, Sotai, Jorhat-785001 (Assam)	0376-2350273	director.rfri@gmail.com
7.	Institute of Forest Productivity (IFP), Ranchi	Aranyodya, Ranchi-Gumla, NH 23 P.O. Lalgutwa, Ranchi-835303, (Jharkhand)	0651-2948505	dir_ifp@icfre.org
8.	Institute of Wood Science & Technology (IWST), Bangalore	18th Cross, P.O. Malleswaram Bangaluru- 560 003 (Karnataka)	080 - 23341731	dir_iwst@icfre.org

Research Centres Under ICFRE

S.No.	Research Centre	Address	Telephone No.	Email
1.	Center for Social Forestry & Eco-Rehabilitation, Allahabad	Head, Centre for Social Forestry and Eco-Rehabilitation, 311-Lajpat Rai Road Allahabad-211 001 (Uttar Pradesh)	0532-2440795	chandrav@icfre.org csferald@yahoo.com head_csfer@icfre.org accounts_csfer@icfre.org
2.	Forest Research Centre, Hyderabad	18th Cross, P.O. Malleswaram Bangaluru- 560 003 (Karnataka)	040-23095921	mlrao@icfre.org head_frc@icfre.org accounts_frc@icfre.org
3.	Forestry Research & Human Resource Development Centre, Chhindwara	Head, Centre for Forestry Research & Human Resource Development, Poama, Post. Kendalikala, Poama Depot, Parasia Road, Chhindwara Pin -480001, (Madhya Pradesh)	07162-254463	dir_cfrhrd@rediffmail.com head_cfrhrd@icfre.org accounts_cfrhrd@icfre.org
4.	Advanced Research Centre for Bamboo and Rattan, Aizwal, Mizoram	Incharge, Advanced Research Centre for Bamboo & Rattan, Kulikawn, P.O. No. 171, Aizawl-796001 (Mizoram)	0389-2301157	imtienla@icfre.org



Conclusion

As part of the Performance Monitoring and Evaluation System (PMES) for Government Departments, ICFRE has formulated the Citizen Charter for the Council. Constant feedback/ suggestions from the recipients/ stakeholders regarding services delivered are most welcome as this would enable us to improve the service delivery mechanism and make us more responsive to your needs.

Feedback/suggestions on the Charter can be sent to–

Dr. Sudhanshu Gupta, IFS
Secretary, ICFRE
P.O. New Forest, Dehradun – 248006
Tel. No.0135- 2758614
Email: sec@icfre.org

Officers of Indian Council of Forestry Research & Education (HQ)

Officers Name & Designation	Email	Phone No.
Dr. V.K. Bahuguna, IFS Director General, Indian Council of Forestry Research & Education	dg@icfre.org bahugunaifs@icfre.org	+ 91-135-2759382 + 91-135-2224333
Sh. Pramod Pant, IFS Directorate of Administration Deputy Director General (Administration)	ddg_admin@icfre.org	+ 91-135-2758295 + 91-135-2224856
Sh. Pramod Pant, IFS Assistant Director General (Administration)	adg_admin@icfre.org pramod@icfre.org	+ 91-135-2750297 + 91-135-2224869
Sh. R.K. Dogra, IFS Assistant Director General (Recruitment Board)	dogrark@icfre.org	+ 91-135-2758348 + 91-135-2224850
Sh. S. Senthil Kumar, IFS Deputy Conservator of Forests	ssenthil@icfre.org	+ 91-135-2224834
Sh. Mohan Lal, Scientist-D	mohanlal@icfre.org	+ 91-135-2224866
Dr. Harish Kumar, Scientist E, Information Technology	harish@icfre.org	+ 91-135-2224848
Sh. Jatender Singh, Scientist D, Information Technology	jatender@icfre.org	+ 91-135-2224842



Annual Report 2011-12

Officers Name & Designation	Email	Phone No.
Shri Sudhir Kumar Scientist-C Information Technology	sudhirk@icfre.org	+ 91-135-2224893
Shri V.R. Srinivasan, Financial Advisor & Chief Account Officer	vasan@icfre.org	+ 91-135-2224825
Shri B. D. Joshi, Drawing and Disbursing Officer	joshibd@icfre.org	+ 91-135-2224861
Shri B.D. Joshi Under Secretary, Pension cell	joshibd@icfre.org	+ 91-135-2224875
Smt. S.L. Chauhan, Establishment & Accounts Officer	chauhansl@icfre.org	+ 91-135-2224876
Smt. Vijay Dhasmana Section Officer, Budget section	eao_bud@icfre.org	+ 91-135-2224857

Directorate of Research

Officers Name & Designation	Email	Phone No.
Shri Sandeep Tripathi, IFS Deputy Director General Research	ddg_res@icfre.org	+ 91-135-2755277 + 91-135-2224836
Dr. Vimal Kothiyal Assistant Director General Research Planning	adg_rp@icfre.org	+ 91-135-2753290 + 91-135-2224807
Dr. Sushma Mahajan Scientist- F	mahajans@icfre.org	+ 91-135-2224883
Dr. S.S. Jain Scientist- E	jainss@icfre.org	+ 91-135-2224858
Dr. S.P.S. Rawat Scientist-F & Assistant Director General (Monitoring & Evaluation)	rawatsps@icfre.org	+ 91-135-2757485 + 91-135-2224810
Dr. B.M. Dimri Scientist- B	dimribm@icfre.org	+ 91-135-2224833
Dr. Devendra Kumar Scientist -C	devendra@icfre.org	+ 91-135-2224835



Annual Report 2011-12

Directorate of Education

Officers Name & Designation	Email	Phone No.
Sh. Omkar Singh, IFS Deputy Director General Education	omkar@icfre.org ddg_edu@icfre.org	+ 91-135-2758571 + 91-135-2224832
Sh. Rakesh K. Dogra, IFS Assistant Director General Education	dogrark@icfre.org	+ 91-135-2758348 + 91-135-2224850
Dr. Anil Negi Scientist-B	negia@icfre.org	+ 91-135-2224863

Directorate of Extension

Officers Name & Designation	Email	Phone No.
Shri Saibal Dasgupta, IFS Deputy Director General Extension	ddg_extn@icfre.org	+ 91-135-2750693 + 91-135-2224830
Shri Pankaj Aggarwal, IFS Assistant Director General Environmental Impact Assessment	pankaja@icfre.org	+ 91-135-2753882 + 91-135-2224813
Sh. Sudhir Kumar Scientist -F	sudhir@icfre.org	+ 91-135-2751859 + 91-135-2224815
Dr. (Mrs) V. Jeeva Scientist -D	vjeeva@icfre.org	+ 91-135- 2224888
Dr. A.N. Singh Scientist -D	singhan@icfre.org	+ 91-135-2224816
Dr. S.K. Sharma Scientist-B (Sustainable land & Ecosystem Management)	sharmask@icfre.org	+ 91-135-2224890
Sh. S.D. Sharma, IFS Assistant Director General Statistics	adg_stat@icfre.org	+ 91-135-2752229 + 91-135-2224865
Sh. Raman Nautiyal Scientist- E	nautiyalr@icfre.org	+ 91-135-2751270 + 91-135-2224811
Shri R.P. Singh, IFS Assistant Director General (Media & Publication)	rpsingh@icfre.org	+ 91-135-2755221 + 91-135-2224814
Shri Anoop S. Chauhan Research Officer	chauhanas@icfre.org	+ 91-135-2224864
Shri R.K. Mishra, Research Officer	rkmishra@icfre.org	+ 91-135-2224808



Annual Report 2011-12

Director, (Projects & International Cooperation)

Officers Name & Designation	Email	Phone No.
Dr. N.S. Bisht, IFS Director (Projects & International Cooperation)	dir_res@icfre.org	+91-135-2756497 +91-135-2224831
Smt. Neelu Gera, IFS Assistant Director General Project Formulation	neelugera@icfre.org	+91-135-2754882 +91-135-2224827

Secretary Office

Officers Name & Designation	Email	Phone No.
Dr. Sudhanshu Gupta, IFS Secretary	sudhanshu@icfre.org sec@icfre.org	+91-135-2758614 +91-135 2224867
Sh. R.S. Sharma Section Officer	sharmars@icfre.org	+91-135-2224820

Biodiversity & Climate Change Division

Officers Name & Designation	Email	Phone No.
Dr. Renu Singh, IFS Head, Biodiversity & Climate change	renusingh@icfre.org head_bcc@icfre.org	+91-135-2750296 +91-135-2224823
Sh. V.R.S. Rawat Scientist –E	rawatvrs@icfre.org	+91-135-2224805
Dr. Anita Srivastava Scientist –E	srivastavaa@icfre.org	+91-135-2224881
Dr. Om Kumar Scientist –B	omkumar@icfre.org	+91-135-2224802
Dr. R. S. Rawat Research Officer	rawatr@icfre.org	+91-135-2224803

Internal Audit Cell

Officers Name & Designation	Email	Phone No.
Shri Vinay Kumar Section Officer	vinayk@icfre.org	+91-135-2224860



List of Abbreviations

Annexure - V

ACA	-	Ammonical Copper Arsenic
ADG	-	Assistant Director General
AWTC	-	Advanced Wood Working Training Centre
BAU	-	Birsa Agricultural University
BGT Div.	-	Biotechnology, Genetics & Tree Improvement Division
BSI	-	Botanical Survey of India
CBNRM	-	Community Based Natural Resource Management
CCA	-	Copper Chrome Arsenic
CCB	-	Copper Chrome Boron
CCF-II	-	Country Cooperation Framework –II
CF	-	Conservator of Forests
CPT	-	Candidate Plus Tree
CSIR	-	Council for Scientific and Industrial Research
CSO	-	Clonal Seed Orchard
CTIS	-	Commercial Timber Information System
CTPS	-	Chanderpura Thermal Power Station
DBT	-	Department of Biotechnology
DDG	-	Deputy Director General
DFID	-	Department for International Development
DG	-	Director General
DNA	-	Deoxyribo Nucleic Acid
DVC	-	Damodar Valley Corporation
E-mail	-	Electronic mail
EBC Div.	-	Ecology & Biodiversity Conservation Division
EIA	-	Environmental Impact Assessment
EMP	-	Environmental Management Plan
ERS	-	Environmental Research Station
ETP	-	Entire Trans planting



Annual Report 2011-12

EWI	-	Earth Watch Institute
FDA	-	Forest Development Agencies
FMS Div.	-	Forest Management & Silviculture Division
FRC	-	Forest Research Centre
FRI	-	Forest Research Institute
FRO	-	Forest Range Officer
FS	-	Fibre strength
FSI	-	Forest Survey of India
FTA	-	Forestry Training Academy
FT-IR	-	Fourier Transform Infrared
FYM	-	Farm Yard Manure
GC/MS	-	Gas Chromatography Mass spectrometry
GLC	-	Gas liquid chromatograph
GoI	-	Government of India
GPR	-	Guaiacol peroxidase reagent (GPR)
GPS	-	Global Positioning System
GUI	-	Graphical User Interface
HARP	-	Horticultural & Agro forestry Research Programme
HPLC	-	High power liquid chromatograph
HRD	-	Human Resource Development
ICFRE	-	Indian Council of Forestry Research & Education
IDRC	-	International Development Research Centre
IFGTB	-	Institute of Forest Genetics & Tree Breeding
IFP	-	Institute of Forest Productivity
IFRIS	-	Indian Forestry Research Information System
IINRG	-	Indian Institute of Natural Resins and Gums
ILRI	-	Indian Lac Research Institute
ISM	-	Indian School of Mines
IT	-	Information Technology
ITTO	-	International Tropical Timber Organization



Annual Report 2011-12

IWST	-	Institute of Wood Science and Technology
JFMC	-	Joint Forest Management Committee
JRF	-	Junior Research Fellow
JSFDCL	-	Jharkhand State Forest Development Corporation Ltd.
LAN	-	Local Area Network
MC	-	Moisture content
MoEF	-	Ministry of Environment & Forests
MOU	-	Memorandum of Understanding
MTE	-	Mid Term Evaluation
MW	-	Microwave
NABARD	-	National Bank Agriculture & Rural Development
NAP	-	National Afforestation Programme
NBM	-	National Bamboo Mission
NGO	-	Non Government Organization
NMBA	-	National Mission of Bamboo Application
NMPB	-	National Medicinal Plant Board
NTFP	-	Non Timber Forest Produce
NWFP	-	Non Wood Forest Products
PEG	-	Poly Ethylene Glycol
PF	-	Project Formulation
QPM	-	Quality Planting Material
RAPD	-	Random Amplified Polymorphic DNA
RBD	-	Randomized Block Design
RPC	-	Research Policy Committee
RS	-	Remote Sensing
RT	-	Room Temperature
SASVPESY	-	Samudai Adharit Samanvit Van Pravardhan Evam Sanrakshan Yojna
SEPC	-	Shellac Export Promotion Committee
SFD	-	State Forest Department
SLR Div.	-	Soil & Land Reclamation Division



Annual Report 2011-12

SPA	-	Seed Production Areas
TBO	-	Tree Borne Oilseed
TC	-	Tissue Culture
TEM	-	Transmission Electron Microscopy
TFT	-	Thin Film Transistor
TLC	-	Thin-layer chromatograph
UNDP	-	United Nation Development Programme
UV IR	-	Ultra violet infrared
VMG	-	Vegetative Multiplication Garden
VPC	-	Vegetative Propagation Centre
VPN	-	Virtual Private Network
WB	-	West Bengal