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ANNEXURE-I

TERMS OF REFERENCE OF THE MONITORING TEAM ON BAMBOO ACTION PLAN & NATIONAL BAMBOO MISSION

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NOTIFICATION

No. B. 11023/25/2007-FST, the 14th September, 2007. In view to improve the quality of works in the fields of implementation of Bamboo Action Plan, National Bamboo Mission and Civil Works under IFP Scheme, it is felt necessary to constitute a Departmental Monitoring Team for Monitoring of Works under Bamboo Action Plan, National Bamboo Mission & Civil Works under Integrated Forest Protection Scheme (IFP)- CSS, Twelfth Finance Commission (TFC).

Therefore, the Governor of Mizoram is pleased to constitute Departmental Monitoring Team for Monitoring of Works under Bamboo Action Plan, National Bamboo Mission and Civil Works under Environment & Forest Department comprising of the following officials with immediate effect and until further orders.

Departmental Monitoring Team on BAP/NBM under E&F Department, Mizoram.

1. Chief Conservator of Forest — Team Leader
2. D.F.O. Resources Survey cum Silvi- — Member
culture Research Division.
3. Assistant Conservator of Forest (Wildlife) — Member
4. Forest Range Officer (Pu Sangkhama) — Member

Departmental Monitoring Team for Civil Works under E&F Department, Mizoram.

1. Conservator of Forest (R&D) — Team Leader
2. Assistant Engineer (PCCF Office) — Member
3. Junior Engineer (PCCF Office) — Member.

The terms of reference of the Committee is enclosed at Annexure-I&II.

C. Ramhluna

Secretary to the Government of Mizoram,
Environment & Forest Department

ANNEXURE—I

TERMS OF REFERENCE OF THE MONITORING TEAM ON BAMBOO ACTION PLAN & NATIONAL BAMBOO MISSION

1. The Team should inspect all Plantation areas or Nurseries physically at least once a year and instantaneously instruct the Divisional Forest Officers/Range Officers/Executive staff concerned on the spot to make necessary rectifications on the field work(s) (if needed).
2. During the course of inspection, he should reverse at least 25% of the plantation area in order to ensure the survival, health conditions and quality of growth of the plants, actions taken for soil and water conservation, inspection paths and huts and other works for which necessary funds have been issued by the Government of India or Government of Mizoram.
3. The member (s) of the Inspecting Team should check the Plantation or Nursery journal and all the relevant documents and enter his observation comments and instructions on the journal. These remarks should be made available to the next inspecting officer (s). The compliance of the instructions earlier may also be examined in details.
4. The Inspecting officer (s) must submit his detail inspection reports to the Principal Chief Conservator of Forest within one week of completion of his tour.
5. The Team may have the liberty to divide members of the Team to inspect the works of a particular Forest Division or particular plantation area.
6. The Team or a member of a Team may have the liberty to check the cash accounts related to a particular work, if found necessary.
7. The Team should convene a meeting at least twice a year in order to evolve strategies to improve their functioning.
8. The Team for the members of the Team should collectively or individually submit quarterly reports to the Principal Chief Conservator of Forests which may contain suggestions for improvement.

ANNEXURE-II

TERMS OF REFERENCE OF THE MONITORING TEAM ON CIVIL WORKS UNDER ENVIRONMENT & FORESTS, MIZORAM.

1. The Team should physically inspect all the on-going buildings and roads constructed by the Department both departmentally as well as constructed by PWD from the funds transferred to PWD under TFC and IFP
2. During the course of inspections, the inspecting officers should convey a copy of the Plan & Estimates concerned and ensure as to whether the works

are really executed in strict conformity with the Plan & Estimates. Also, he should ensure as to whether the quality of materials used are as per the prescriptions in the Plan & Estimates, including the sizes of the materials like Timbers, GCI sheets, ACC, Cement proportion, Gravels, Sand, etc.

3. In case of buildings, the sizes of the building, its orientations, overall workmanship should strictly be checked and compare them with the plan & estimates and are to be recorded. And also measurement Books (MB) should also be checked and recorded.
4. In case of roads, proper measurements should be taken to ensure as to whether the works are physically executed upto the prescription of the plan and estimates and should be recorded.
5. The Team Leader may have the liberty to divide members of the Team to inspect the works of a particular Forest Division of a particular buildings or roads.
6. The monitoring team should instruct the contractors/executor of the works to modify or improve the works including the quality of the materials used on the spot and have the instruction to the superior officer to strictly abide by it.