

MINUTES OF 53RD MEETING OF THE BOARD OF DIRECTORS OF HARYANA FOREST DEVELOPMENT CORPORATION LIMITED HELD ON 22ND DAY OF AUGUST 2003 AT 11.00 AM IN THE OFFICE OF CHAIRMAN, HARYANA FOREST DEVELOPMENT CORPORATION LIMITED, C-18, VAN BHAWAN, SECTOR 6, PANCHKULA.

PRESENT:

1.	Shri Kuldeep Singh	Chairman
2.	Shri D.S. Dhesi, IAS	Director
3.	Shri B.D. Monga, IFS	Managing Director
4.	Sh. Shri Ram Maurya, Deputy Secretary	Director
5.	Shri Hardul Singh	Director
6.	Shri Jai Singh Chhoker	Director
7.	Shri Umed Singh Ikkas	Director
8.	Shri Hardyal Singh	Director
9.	Shri Bhim Singh Mann	Director

Shri B. D. Monga welcomed all Directors to the 53RD meeting of Board of Directors. Shri Kuldeep Singh, Chairman occupied the Chair and the quorum being present called the meeting to order

1. TO CONFIRM OF THE MINUTES OF 52ND MEETING OF BOARD OF DIRECTORS HELD ON 28TH DAY OF MAY 2003

The minutes of the 52ND meeting of Board of Directors held on 28TH day of May 2003 were confirmed by the Board.

2. ACTION TAKEN ON THE DECISIONS TAKEN IN THE 52ND MEETING OF BOARD OF DIRECTORS HELD ON 28.05.2003:

A. TO EXTEND THE PERIOD OF APPOINTMENT OF M/S DHILLON & ASSOCIATES, INTERNAL AUDITORS OF THE CORPORATION.

The Managing Director informed the Board that the decision of the Board regarding extension of period of appointment of M/s. Dhillon & Associates for a period of one year has been communicated to M/s. Dhillon & Associates vide letter No. 1280, dated 08-07-2003.

The Board took note of the same.

B. TO CONSIDER AND APPROVE THE ENHANCEMENT OF ROYALTY FROM PRESENT 60% TO 65% PAYABLE TO HARYANA FOREST DEPARTMENT FOR THE DEAD AND DRY TREES FELLED BY HARYANA FOREST DEVELOPMENT CORPORATION LIMITED.

The Managing Director informed the Board that the decision of the Board regarding enhancement of royalty from the present 60% to 65% up to 31-12-2003 taken in the 52ND meeting of Board on 28-05-2003 has been communicated to all Regional Managers vide letter No. 1285-90, dated 8-07-2003.

M/s. Ballarpur Industries Limited, Yamunanagar which used to purchase Eucalyptus pulpwood at the rate of Rs. 690/- per cubic meter.

The Board after discussions approved the proposed Eucalyptus pulpwood supply rate of Rs. 600.00 per cubic meter to various Government departments.

G. TO ENHANCE THE POWERS OF REGIONAL MANAGERS TO PURCHASE STATIONERY.

The Managing Director placed before the Board, letter no. 14900 dated 18-03-2003 from the Regional Manager, HFDC Ambala, wherein he has stated that his powers to purchase stationery should be increased from Rs. 2,000/- at a time to Rs. 5,000/- at a time. The Board after discussions decided that the powers of Regional Managers to purchase stationery would be the same as that of the Divisional Forest Officer in Haryana Forest Department as per Haryana Forest Manual for the financial powers exercisable by the Divisional Forest Officers for the purchase of stationery.

H. TO CONSIDER AND APPROVE THE EXPENDITURE OF RS. 15,323/- ONLY ON ACCOUNT OF LUNCH HOSTED IN HONOUR OF THE VISITING DIRECTOR GENERAL OF FORESTS, GOVERNMENT OF INDIA.

The Managing Director informed the Board that a lunch was hosted in honor of visiting Director General of Forests, Government of India at Panchkula by the Regional Manager, HFDC, Ambala. The Regional Manager vide letter No. 1049, dated 7-05-2003 has stated that an amount of Rs. 15323/- has been spent on this occasion. It is proposed to approve this expenditure.

The Board after discussions approved the expenditure of Rs. 15,323/-.

I. TO DECLARE GENERAL MANAGER HFDC AS THE DRAWING AND DISBURSEMENT OFFICER FOR THE OFFICE OF THE MANAGING DIRECTOR HFDC PANCHKULA.

The Managing Director informed the Board that carrying out day-to-day functions as drawing and disbursing officer in the office leaves him with very little time to attend to policy matters and other important functions. As such it is proposed to declare the General Manager, HFDC as the drawing and disbursing officer of the office of the Managing Director, HFDC, Panchkula.

The Board after discussions declared the General Manager, HFDC as the drawing and disbursing officer of the office of the Managing Director, HFDC, Panchkula.

J. TO DELEGATE FINANCIAL AND ADMINISTRATIVE POWERS TO THE GENERAL MANAGER HFDC AS PER HARYANA FOREST MANUAL II AS CONSERVATOR OF FORESTS AND TO THE REGIONAL MANAGERS POWERS OF DIVISIONAL FOREST OFFICERS IN HARYANA FOREST DEPARTMENT.

The Managing Director informed the Board that the General Manager, HFDC and Regional Managers are in the rank of Conservator of Forests and Divisional Forest Officers respectively. As such, they should also exercise the same powers as exercisable in Haryana Forest Department by the Conservator of Forests and Divisional Forest officers as per Haryana Forest

Manual Volume-11. The exercise of these powers would be in addition to the delegation of powers already made by the Board from time to time.

The Board after discussions approved the aforesaid proposal.

K. SANCTION FOR EXPENDITURE INCURRED ON REFRESHMENTS IN 54TH STATE LEVEL VAN MAHOTSAV AT KARNAL.

The Managing Director placed before the Board a letter no. HFDC/2003/1749, dated 18-07-2003 of the Regional Manager, Kurushetra wherein he has stated that an expenditure of Rs 70,000/- only has been incurred in providing refreshments to school children and the general public on account of 54TH State Level Van Mahotsav Function at Karnal.

The Board after discussions approved the expenditure of Rs 70000/- only.

L. SANCTION FOR INCURRING EXPENDITURE ON PUTTING UP 150 HOARDINGS OF THE SIZE 10 FT x 15FT AT VARIOUS PROMINENT PLACES IN PANCHKULA DISTRICT BY HARYANA FOREST DEVELOPMENT CORPORATION LIMITED.

The Managing Director informed the Board that a meeting of various Boards and Corporations of Haryana Government was convened by the Director Public Relations Haryana. The meeting was presided over by the Principal Secretary to the Chief Minister, Haryana on 17-07-2003 to discuss putting up the exhibition panels/hoardings. It has been decided in the said meeting that Haryana Forest Development Corporation Limited would put up 150 exhibition panels/hoardings of the appropriate size (generally 10ft x 15ft) at prominent places in various districts of the State in consultation with respective Deputy Commissioners. The total expenditure in putting up the hoardings is expected to be Rs. 15 - 22.5 Lacs.

The Board after discussions approved the aforesaid expenditure subject to the approval of the extraordinary general meeting of the shareholders and sanction of the State Government.

M. SPECIAL TERM DEPOSIT RECEIPT OF RS. 1,15,00,000/- ONLY (RUPEES ONE CORE FIFTEEN LACS) IN STATE BANK OF PATIALA, SECTOR 7 PANCHKULA @ 6.25% FOR ONE YEAR.

The Managing Director informed the Board that Rs. 1,15,00,000/- (Rupees One Core Fifteen Lacs) received by the Corporation as maturity value of some Fixed Deposits has been put in the fixed deposit with state Bank of Patiala, Sector 7, Panchkula at the interest rate of 6.25% per annum for one year. This interest rate is higher than other nationalized banks.

The Board took note of the same and desired that the Corporation should deposit some amount with State Cooperative Banks also, which are offering higher rate of interest.

7. SUPPLEMENTARY AGENDA-1

A. TO CONSIDER AND APPROVE THE EXPENDITURE OF RS. 75,000/- (APPROX) INCURRED FOR THE PURCHASE OF PENTIUM-4 COMPUTER AND PRINTER.

क्रम संख्या	शक्ति का स्वरूप	प्राधिकारी/प्रशासकीय शक्ति प्रत्याभूति की जानी है	प्रत्यायोजित शक्तियों की सीमा
		(iii) उच्च/ वरिष्ठ माध्यामिक स्कूलों के प्रधान ।	एक समय में 500/- रुपये तक ।

(4). आबकारी तथा कराधान विभाग

37.	आबकारी तथा कर चोरी के मामलों के बारे में पुख्ता सूचना देने वाले (सार्वजनिक व्यक्ति) को इनाम देना ।	प्रशासकीय विभाग ।	किसी भी एक मामले में 20,000/- रुपये तक ।
		आबकारी तथा कराधान आयुक्त ।	किसी भी एक मामले में अधिकतम 5000/- रुपये
		उप आबकारी तथा कराधान आयुक्त ।	किसी भी एक मामले में 1000/- रुपये ।

(5) वन विभाग

38. ✓	राजस्व खर्च के तौर पर वर्गीकृत मदों पर खर्च की स्वीकृति देना ।	वन मण्डल अधिकारी ।	पूरी शक्तियां । ✓
39. ✓	वन चोरी मामले के बारे में सूचना देने वाले (सार्वजनिक व्यक्ति)को इनाम देना ।	वन संरक्षक ।	पूरी शक्तियां, बशर्ते प्रत्येक मामले में दी जाने वाली राशि 1000/- रुपये से अधिक नहीं होगी ।
		वन मण्डल अधिकारी ।	प्रत्येक मामले में 1000/- रुपये तक, बशर्ते इनाम की कुल राशि जब्त की गई वन सम्पत्ति की कुल कीमत जिसमें किए गए जुर्माने की राशि भी शामिल है के एक चौथाई से ज्यादा न हो और जुर्माने की राशि एक साल में 10,000/- रुपये से अधिक नहीं होनी चाहिए ।
40. ✓	मण्डार, औजार, संयंत्र, विश्राम गृहों के लिए फर्नीचर, तम्बू इत्यादि की खरीद पर " पूंजी खर्च " की स्वीकृति देना ।	प्रशासकीय विभाग	पूरी शक्तियां ।
		प्रधान मुख्य वन संरक्षक	प्रत्येक मामले में 2,00,000/-रुपये तक । ✓
		मुख्य वन संरक्षक	प्रत्येक मामले में 1,00,000/-रुपये तक । ✓
		वन संरक्षक	प्रत्येक मामले में 50,000/-रुपये तक । ✓
		वन मण्डल अधिकारी	प्रत्येक मामले में 20,000/-रुपये तक ।

List o

Numbers of the Haryana Forest Development Corporation Limited to be registered under CUG Scheme

S. No.	Designation & Addresses	Telephone Numbers
1	Chairman, Haryana Forest Development Corporation, Bays No. 27-28, Sector-4, Panchkula	0172-2575730 (O) 0124-2348081 (R)
2	Managing Director, Haryana Forest Development Corporation, Bays No. 27-28, Sector-4, Panchkula	0172-2564463 (O) 0172-2571732 (R)
3	Chief General Manager, Haryana Forest Development Corporation, Bays No. 27-28, Sector-4, Panchkula	0172-2582307 (O)
4	General Manager, Haryana Forest Development Corporation, Forest Complex, Company Bagh, Ambala City	0171-2551567 (O)
5	General Manager, Haryana Forest Development Corporation, Kirmach Road, Near Braham Sarovar, Kurukshetra	01744-293364 (O)
6	General Manager, Haryana Forest Development Corporation, House No. 1098, Ward No. 2, Prem Nagar, Jail Road, Rohtak	01262-253584 (O)
7	General Manager, Haryana Forest Development Corporation, Forest Complex, Mill Gate, Hisar	01662-259278 (O)
8	General Manager, Haryana Forest Development Corporation, Kothi No. 2177, Urban Estate, Jind	01681-248498 (O)
9	General Manager, Haryana Forest Development Corporation, Near New Courts, Sohna Road, Gurgaon	0124-2305348 (O) 0124-2300346 (R)

Serial number	Nature of power	Authority to which the power is delegated	Extent of powers delegated
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(4) EXCISE AND TAXATION DEPARTMENT

37	To grant rewards to informer (a public person) for giving a substantial information in Excise and Tax evasion cases.	Administrative Department	Upto Rs.20,000/- in any one case.
		Excise and Taxation Commissioner	Maximum of Rs.5,000/- in any one case.
		Deputy Excise and Taxation Commissioner	Rs.1,000/- in any one case.

(5) FOREST DEPARTMENT

38	To sanction expenditure on works items classified as revenue expenditure	Divisional Forest Officers	Full Powers.
		Conservator of Forest	Full powers subject to the condition that each case shall not exceed Rs. 1,000/-
39	To grant rewards to informer (a public person) in Forest theft cases.	Divisional Forest Officer	Upto Rs.1,000/- in each case and provided that the total amount of the reward does not exceed one-fourth of the estimated value of the property confiscated plus the amount of any fine imposed and further subject to maximum amount of Rs.10,000/- in a year.
		Administrative Department	Full Powers.
40	To sanction "Capital expenditure" on purchase of stores, tools, plant, rest-house furniture, tents etc	Principal Chief Conservator of Forests	Upto Rs.2,00,000/- in each case.
		Chief Conservator of Forest	Upto Rs. 1,00,000/- in each case.
		Conservator of Forest	Upto Rs.50,000/- in each case.
		Divisional Forest Officers	Upto Rs 20,000/- in each case.
		Principal Chief Conservator of Forest	Full powers.
41	To sanction expenditure on purchase of Stores and material under all Plan Schemes relating to the Forest Department	Chief Conservator of Forest	Upto Rs. 1,00,000/- in each case.
		Conservator of Forest	Upto Rs 50,000/- in each case.
		Divisional Forest Officer	Upto Rs 20,000/- in each case.
			Provided that the purchases are effected through the Director, Supplies and Disposals.