

**DEPARTMENT OF FORESTS & WILDLIFE
GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
A-BLOCK, 2ND FLOOR, VIKAS BHAWAN, NEW DELHI-110002**

F.No8(444)/HQ/Plng/2016 7817-7822

Dated 26.8.2016

**GENERAL GUIDELINES
FOR IMPLEMENTATION OF SCHEME
OF FREE DISTRIBUTION OF SEEDLING**

1. The Department of Forests & Wildlife implements a Scheme "Free Distribution of Seedlings" under Major Head 8550. For this purpose, the Department raises seedlings in government nurseries under different Forest Divisions, the location etc of which are given in the Table below.

DETAILS OF NURSERIES IN THE DEPARTMENT OF FORESTS & WILDLIFE, GNCT OF DELHI

SN	Name of Nursery	Address	Division
1	Tuglakabad	DCF South Office, Near Shooting Range	South
2	Hauz Rani	Near Saket Court	South
3	Kamla Nehru Ridge	DCF North Office, Near D.U. Main Gate	North
4	ITO Nursery	Near Red Light, Bhairon Marg	North
5	Anand Vihar Nursery	Behind ISBT Anand Vihar	North
6	Kondli Nursery	Near Ghazipur Dairy Farm	North
7	Brar Square	Railway Crossing, Brar Square	West
8	Birla Mandir	DCF West Office, Mandir Lane	West
9	Rewla Khanpur	Near Rewla village, main road	West
10	Kharkhari Jatmal	Kher Mor, Near main road	West
11	Pooth Kala Nangloi	Near Sultan Puri Bus Terminal	West
12	Qutubgarh Nangloi	Behind Qutubgarh village	West
13	Alipur	Near BDO Office, Alipur	West
14	Mamoorpur	Near Singhu Border	West

2. The general public of Delhi and environment friendly organizations like RWAs, Schools, Eco-clubs, Govt offices etc can procure seedlings free of cost from these nurseries for planting in their own backyard/ compound.
3. These seedlings are generally of indigenous native forestry tree species and not ornamental or flowering plants. The seeds are collected from genetically plus indigenous mother trees and planted in mother beds. After germination, the young saplings are transplanted to poly bags and nurtured for another 2-3 years in forest nurseries to enable them to attain a height of about 3-4 feet when they become ready for eventual planting in the field. The whole process takes about 3-4 years.
4. However, in order to prevent collection of seedlings fraudulently or wasted or thrown away without planting them at appropriate locations, certain checks and balances are required to be put in place. Towards achieving the above objective, following guidelines are prescribed for adherence by all concerned, so that the

seedlings grown with great care and precision in forest nurseries, at public exchequer's cost, do not go waste.

- (i) Seedlings of desired/ available species up to 100 in number can be taken free of cost from the nearest forest nursery directly by individuals from DRO concerned/ Nursery In-charge on filling up the required requisition slip and up to 500 by conscientious organizations/ RWAs, Eco-clubs, schools etc throughout the year one a month.
- (ii) Seedlings from 101 – 1000 in number by individuals/ organizations etc on approval by the concerned DCF/ Tree Officer on filling up the required requisition slip subject to his satisfaction of the intent and sincerity of planting throughout the year each month.
- (iii) Seedlings from 1001 – 2000 in number on approval by the Conservator of Forest on filling up the required requisition slip and submission of details of planting site like location, site map, photographs (minimum 2 Nos) during the monsoon period of July-Aug-Sept once in each month or on recommendation of the Hon'ble MLA/ Councilor of the area.
- (iv) Seedlings from 2001 – 5000 in number on approval by the Chief Conservator of Forest/ Additional Principal Chief Conservator of Forest on filling up the required requisition slip and submission of details of planting site viz. location, photographs (minimum 4 Nos), site map in scale, GPS co-ordinates of planting site once in each month during the monsoon period of July-Aug-September or on recommendation of the Hon'ble MLA of the area.
- (v) Seedlings above 5001 in number can be taken free of cost from the nearest forest nursery on approval by the Hon'ble Minister (Environment & Forest), Govt of NCT of Delhi on filling up the required requisition slip and submission of details of planting site like location, photographs (Minimum 8 Nos), site map in scale, GPS co-ordinates of planting site once in each month during the monsoon period of July-Aug-September.

5. The above guidelines are issued in the interest of public service and transparency and has the approval of Head of the Department.


Conservator of Forests

F.No8(444)/HQ/Plng/2016/

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Copy to:

1. All DCFs for information
2. All Nurseries In Charge
3. Notice Board
4. Programmer, Environment Department, GNCTD with a request to upload on the official web site of the Department.

Distribution:

1. PS to Secretary (E&F), GNCTD for information
2. Secretary to Hon'ble Minister (E&F), GNCTD for information.


Conservator of Forests
26/8/16

REQUISITION SLIP

FOR OBTAINING FREE SEEDLINGS FROM FOREST NURSERIES

1. Name of Nursery : _____
2. Name of Applicant/ Organization/ RWA/
Govt Office/ Eco-club/ School/ etc : _____
3. Address of 3 above : _____

4. Tel/ Mobile No : _____
5. No of seedlings required : _____
6. Details of place where to be planted : _____
 - i) Address _____
 - ii) Location/ nearest Land mark _____
 - iii) Photo of location (2/ 4/ 8 Nos) _____
 - iv) Map in scale _____
 - v) GPS coordinates _____

Note: Details at SN 6 (i), (ii), (iii) and 6 (iv), (v) above required only for requisition of more than 1000 and 2000 seedlings respectively.

(Signature of applicant)

Mobile No:

7. Approved no. of seedlings : _____

Nursery In-charge

DCF

CF

CCF/ APCCF