



Government of West Bengal
Office of the Chief Project Director
Project for Forest and Biodiversity Conservation
for Climate Change Response in West Bengal
Block LB-2, Sector III, Salt Lake City, Kolkata -700106
E-Mail ID- wbfbccr@gmail.com, Website- www.wbfbccr.in
Phone Number: 033 2335 2247

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Dated: . 10.08.2026

To

1	PCCF & HoFF, West Bengal & Chairperson WBFBC Society	10	APCCF & Director, Sundarban Biosphere Reserve, West Bengal - Member
2	PCCF, General & Vice-Chairperson WBFBC Society	11	APCCF, Wildlife, Forest Directorate, West Bengal - Member
3	PCCF , Wildlife & CWLW – Member	12	APCCF, North Bengal, Forest Directorate, West Bengal - Member
4	PCCF, Research, Monitoring & Development – Member	13	Chief Environment Officer, Department of Environment, Government of West Bengal - Member
5	PCCF , CAMPA– Member	14	Member Secretary, West Bengal Biodiversity Board, Government of West Bengal - Member
6	Managing Director, West Bengal Forests Development Corporation Ltd. -Member	15	Chief Conservator of Forests, Finance, Forest Directorate, West Bengal - Member
7	The Joint Secretary to the Government of West Bengal, Finance Department – Member	16	Project Director (AFC), WB-FBCCCR - Special Invitee
8	APCCF, HRD, Forest Directorate, West Bengal - Member	17	Joint Project Director (Wildlife & Biodiversity), WB-FBCCCR Project-Special Invitee
9	APCCF , Finance, Forest Directorate, West Bengal - Member	18	Joint Project Director (Administration, Finance & Coordination), WB-FBCCCR Project- Special Invitee

Sub.: Minutes of the 4th Meeting of the Governing Body of the West Bengal Forest & Biodiversity Conservation Society for the WB-FBCCCR Project.

Sir/Madam,

With reference to above, Kindly find enclosed herein the minutes of the 4th Governing Body meeting of the West Bengal Forest & Biodiversity Conservation Society for WB-FBCCCR Project held on 31.07.2026 at 11:00 AM at 6th Floor, Conference Room, Aranya Bhawan at LA-10A, Sector,-III, Salt-lake City, Kolkata-700106, for your perusal and necessary action.

Encl: As stated

Yours faithfully,

(Shri A.V. Mishra)
Member Secretary
WBFBC Society

**MINUTES OF THE 4th MEETING OF THE GOVERNING BODY OF THE
WEST BENGAL FOREST & BIODIVERSITY CONSERVATION SOCIETY FOR
PROJECT FOR FOREST AND BIODIVERSITY CONSERVATION FOR CLIMATE
CHANGE RESPONSE IN WEST BENGAL (WB-FBCCCR PROJECT)**

The 4th Meeting of the Governing Body of the West Bengal Forest and Biodiversity Conservation Society for the Project for Forest and Biodiversity Conservation for Climate Change Response in West Bengal (WB-FBCCCR Project) was held in Aranya Bhawan at 11.00 AM on 31.07.2026. The meeting was chaired by Shri Sandeep Sundriyal, IFS, Chairperson of the Society & Principal Chief Conservator of Forests (HOFF). The following members / Special Invitees were present in the meeting.

1. Shri Sandeep Sundriyal, IFS, PCCF, HoFF, Govt. of W.B. Forest Deptt. & Chairperson WBFBC Society
2. Smt. Kana Talukdar, IFS, Principal Chief Conservator of Forests, General, Principal Chief Conservator of Forests, CAMPA & Vice-Chairperson, WBFBC Society
3. Shri A.V. Mishra, IFS, Managing Director, WBFDC Ltd & Chief Project Director & Member Secretary, WBFBC Society
4. Shri Saurabh Chaudhuri, IFS, Principal Chief Conservator of Forests-in-Charge, RMD, - Member
5. Dr. Anupama, IFS, APCCF, North Bengal, West Bengal – Member (through VC)
6. Smt. Pratibha Raj, IFS, APCCF, HRD, Wildlife & Director, SBR- Member
7. Shri Raju Das, IFS, APCCF Finance –Member
8. Smt. Sumana Bhattacharyya, IFS, Chief Environment Officer, Department of Environment- Member
9. Shri Dharmdeo Rai, IFS, Project Director (Administration, Finance & Coordination)- Spl. Invitee
10. Shri Pinaki Mitra, IFS, Chief Conservator of Forests, Finance- Member
11. Shri Milan Kanti Mandal, IFS, Joint Project Director (Wildlife & Biodiversity), WB-FBCCCR, Spl. Invitee
12. Smt. Niranjita Mitra, WBFS, Joint Project Director (Administration, Finance & Coordination), WB-FBCCCR, Spl. Invitee

The Chairperson welcomed all the members to the meeting. The Chief Project Director, WB-FBCCCR Project & Member Secretary of the WBFBC Society presented each agenda followed by discussion. The agenda-wise presentation and decisions are detailed below:

1. Confirmation of the minutes of the 3rd meeting held on 27th May 2025.

The Governing Body was informed that no comments were received on the minutes of the 3rd meeting of the Governing Body held on 27th May 2025, and hence the same may be deemed confirmed.

Decision: Minutes of the 3rd meeting of the Governing Body stand confirmed.

Action: No Action required.

2. Discussions on the Action Taken Report on the resolutions of the minutes of the 3rd meeting held on 27th May 2025.

The Governing Body was apprised of the Action Taken on each of the decisions taken during 3rd meeting of the Governing Body.

Decision: Action taken report is accepted.

3. Presentation of the Annual Report of WB-FBCCCR for the year 2025-26

Project Director, Administration, Finance and Co-ordination made a presentation on Annual Report of WBFBCCCR for 2025-2026.

Governing Body discussed the different issues in presentation and suggested that:

1. Approval should be taken from PCCF, Wildlife & CWLW for selection of sites/ location for erection of power fence and Nylon Net Fencing in STR.
2. The DPR of Early Warning System should also be approved by PCCF, Wildlife & CWLW specifically for selection of sites for placing of camera, location wise camera density etc.
3. For Dolphin conservation activity any Division should be included in consultation with PCCF, WL & CWLW.
4. The PMU Building should be constructed at KB-17, Sec-III, Salt Lake City.

Decision: The GB members noted the presentation on Annual Report of WB-FBCCCR for 2024-2025, and suggestion made above.

4. Approval of APO for 2026-27

A detailed presentation on the Annual Plan of Operation of WBFBCCCR for 2026-27 was made to the Governing Body. The overall APO for the year 2026-27 is for a total amount of Rs. 120 crore out of which Rs. 107.04 crore is under Reimbursable and Rs. 12.96 crore is under Non-Reimbursable cost.

Decision: The GB members approved APO for 2026-27.

5. Revalidation of Unspent Balance of 2025-26 be utilized during 2026-27

Total APO approved for 2025-26 was ₹138.26 Crore. A total of ₹85.00 Crore were released during F.Y. 2025-26, out of which ₹26.57 Crore were utilised (Reimbursable component) during 2025-26 leaving an unutilized balance of ₹ 58.43 Crore. An amount of ₹ 58.43 Crore therefore needs to be revalidated to be utilized during 2026-27.

Decision: The GB approved the revalidation of the unspent balance of 2025-26 for utilisation during 2026-27.

6. Selection of PMC under WB-FBCCCR Project

The Governing Body was informed that the Nippon Koei India Pvt. Ltd. (in consortium with Nippon Koei Co. Ltd., Tokyo, Japan) as H1 Bidder has been selected through e-Tender for the work and contract negotiations for finalising the modalities of the agreement **have been completed** and No Objection **was conveyed** by JICA India Office vide No. JICA (ID)25-1050 dated 12.03.2026. As instructed by Senior Authority of the Department bidders have been asked to extend the bid validity

up to 31st October, 2026. Signing of Agreement would take place once Department of Forests, Government of West Bengal, accords its approval.

Decision: The GB members noted the update.

7. Proposal for Engagement of Architectural Consultancy Firm to Build G+5 Building for PMU and design for Range Office Complex in 3 different landscape.

The Governing Body was informed that AAKRITI as L1 Bidder has been selected through e-Tender for the work and signing of Agreement would take place once Department of Forests, Government of West Bengal, accords its approval.

Decision: The GB members noted the update.

8. Approval for design, development, implementation & maintenance of WB-FBCCCR Project SHG livelihood finance & loan management system (LMS)

The Governing Body was informed that under the **Component: 3 Livelihood Improvement** (Activity 3.5) under the project involves providing financial assistance to selected SHGs for implementation of business plans by them so that their financial status may be improved. It was also **informed regarding necessity of development of a Loan Management System for this purpose.** Background, **design, development, implementation & maintenance** and other modalities of the LMS which is proposed to be undertaken during this Financial Year under WB-FBCCCR Project were explained to the members.

Decision: The GB members agreed to fix up a specific criteria for selection of bank for this purpose. They also agreed to involve West Bengal State Rural Livelihoods Mission or any other such organisations or Government Department for this purpose and decided to wait till Project Management Consultancy is engaged.

9. Thematic and Short Studies under activity 4.3.2.3

The Governing Body was informed about the Thematic Study proposals received from different DMUs.

Decision: Members of the Governing Body discussed regarding the proposals and approved the following four topics for Thematic Study-

- i. Study of Plant diversity in CA (Compensatory Afforestation) areas by BSI
- ii. Study of Animal diversity in CA (Compensatory Afforestation) areas by ZSI
- iii. Status & Future prospects of JFMC in West Bengal by IIFM
- iv. Analysis of the Forest Cover Change of West Bengal by using Satellite Imagery by FSI.

10. Approval of Selection of Auditors

The Governing Body was informed that selection of Auditors have already been done and work is under process. Sen & Co was selected for Statutory Audit of the Society accounts for the year 2025-26 and CK Prustry & Associates, was selected for Internal Auditor for the year 2025-26.

Decision: The GB members noted & approved the update.

11. Plantation Outside Forest (TPOFA)

The Governing Body was informed that as per approved MoD of WB-FBCCCR Project only two DMUs namely Raiganj and Purulia Extension Forestry are mentioned as implementing DMU for TPOFA. But Purulia Extension DMU is not able to meet up the targets and it will lead to 190 ha TPOFA plantation target gap.

Decision: Members of Governing Body approved to include the Purba Medinipur Division as a new DMU in the Project for Forest and Biodiversity Conservation for Climate Change Response in West Bengal (WB-FBCCCR Project) by winding up Purulia Extension Forestry DMU from the project. The Forest Department, Govt. of West Bengal vide its notification no. 710-FOR/ 13099/18/2023 dated: 04.05.2023, endorsed the constitution of 34 DMUs. The same should be send to Forest Department for notification for constitution of a new DMU under WB-FBCCCR Project. After inclusion, Purba Medinipur Division will complete the remaining target of Plantation Outside Forest (TPOFA). The GB also approved that maintenance of 60 ha TPOFA already done by Purulia Extension Forestry will be done by Purulia DMU.

12. Creation of Plantation Outside the selected JFMC areas for Tree Plantation inside Forest and Non- Selected FMU for TPOFA.

The Governing Body was informed that the Head DMUs (Jalpaiguri, Baikunthapur, Darjeeling, Raiganj) have proposed to allow them to go for creation of the plantation outside selected JFMC areas or outside selected FMU as applicable.

Decision: Governing Body decided to allow Raiganj DMU to take up the TPOFA plantation in outside selected FMU (non-selected FMU) but payment should be done through selected FMU only. Plantation in forest land outside the selected JFMC area in other DMUs is not approved.

13. Support communities for Human Wildlife Mitigation

The Governing Body was informed that there is a provision of procurement of torches, lights, and other mitigation measures to 40 nos. of non- selected JFMCs (@Rs.3,37500.00 per JFMCs). But the scope is restricted only to the four DMUs namely Kurseong, Kalimpong, Darjeeling, Darjeeling WL (Hills only). It is proposed to extend the Activity to all the DMUs of Hills and North Bengal Landscape.

Decision: The GB members approved the proposal.

14. Engagement of Accounts Officer and Authorised Range Officer

The Governing Body was informed that the post of Accounts Officer and Authorised Range Officer are presently vacant. Selection of new Accounts Officer and Authorised Range Officer at PMU Office are urgently required & same may be done through Webel Technology Ltd.

Decision: The GB members approved the proposal.

15. Approval of different items Post Facto:

A. Engagement of two officers at Secretariat of HPC of office of ACS Forest and one retired Head Clerk at the office of the Chairperson, GB office of the, PCCF, HoFF.

The Governing Body was informed that two officers at secretariat of HPC (in office of ACS Forest Department) have been engaged w.e.f. 25.06.2026 by ACS Forest. One retired Head Clerk is required to be engaged at the office of the Chairperson, GB (office of the, PCCF, HoFF). GB is requested to approve post-facto the engagement of above 2 manpower in the secretariat of HPC (in office of ACS Forest Department), one retired Head Clerk at the office of the Chairperson, GB via WEBEL (office of the, PCCF, HoFF) and also requested to approve above revisions of manpower in Operations Manual.

Decision: The GB members approved the proposal of the engagement of man power at secretariat of HPC (in the office of ACS Forest Department) in post facto. GB also approved manpower at the office of Chairperson GB (PCCF, HoFF) to be engaged through WEBE Technology. GB also approved the revisions of manpower in Operations Manual accordingly.

B. The Governing Body was informed that the expenditure of following item of works has deviated from the APO of 2025-26. The committee is requested to approve the same.

Sl. No.	Description	Target as per approved APO	Achievement	Remarks
1	Elephant Driving –N.B.	Rs.96.39 Lakhs	Rs.221.87 Lakhs	As per recommendation of PCCF, HoFF & PCCF, WL & CWLW
2	Elephant Driving –S.B.	Rs.367.89 Lakhs	Rs.454.03 Lakhs	
3	Digitization of JFMC Boundary	Rs.49.41 Lakhs	Rs.53.63 Lakhs	Purchase of DGPS for WP & GIS Wing which is urgently required for field surveys
4	Check Dam (Small)	8 Nos.	11 Nos.	As per urgent field demand
5	Check Dam (Medium)	6 Nos.	10 Nos.	
6	Grassland Plantation Advance Works	29 Ha.	52 Ha.	It is directly proportionate with construction of check dams (2 ha per small & 3 ha per medium)

Decision: The GB members approved the proposal.

C. Acceptance of Extension of Baseline survey (Socio- Economic and Forest Resource) by 5 Months:

The Governing Body was informed that IIFM requested to extend the Baseline survey (Socio-Economic and Forest Resource) time limit for 5 months for compilation of village level datasets.

Decision: The GB members approved the proposal.

D. Acceptance of Extension of time period for Preparation of Catchment Area Treatment Plan (CAT Plans) under JICA Funded WB-FBCCCR upto 30th July, 2027

The Governing Body was informed that the ICAR-IISWC requested to extend the time limit for 1 year for completion of the Preparation of GIS-based CAT Plans.

Decision: The GB members approved the proposal.

16. Change of place of posting M&E Technical Coordinator:

The Governing Body was requested to approve the posting 03 M&E Coordinators at GIS lab under CF, WP & GIS, Aranya Bhawan to assist the digitization of boundary demarcation and other allied work instead of 24 Parganas (North) DMU, 24 Parganas (South) DMU and Nadia-Murshidabad DMU.

Decision: The GB members approved the proposal.

17. Change in the eligibility criteria of different categories:

The Governing Body was informed about the need of changes in the eligibility criteria for the posts of JFMC Coordinator, Livelihood Coordinator, Project Engineer & MIS/GIS Officer.

JFMC Co-Ordinator & Livelihood Coordinator-

Eligibility Criteria in approved Operations Manual: Retired DR/Fr, FR, Class XII pass, Ability to read and write Bengali/Nepali and English, Experience of working with JFMCs and of PRA.

Proposed to GB: Retired DR/Fr, FR, Class XII pass, Ability to read and write Bengali/Nepali and English, Experience of working with JFMCs and of PRA or retired Forest Guards having ability to read and write Bengali/Nepali and English, Experience of working with JFMCs and of PRA may be considered for the post of JFMC Coordinator and Livelihood Coordinator.

Project Engineer-

Eligibility Criteria in approved Operations Manual - B. Tech / B. E. in Civil Engineering from a recognised institution, Experience of working as Assistant Engineer or above in Central Govt. / State Govt. / PSU Institution

Proposed to GB: B. Tech / B. E. in Civil Engineering from a recognised institution, Experience of working as Assistant Engineer or above in Central Govt. / State Govt. / PSU Institution or any private sector which has worked in any Govt. or PSU Projects, or in Public Private Partnership (PPP) projects

MIS/GIS Officer-

Eligibility Criteria in approved Operations Manual- Bachelor in Science / Tech / Engineering, PG Diploma / MSc in GIS & Remote Sensing, Minimum of 5 years' experience of working with GIS & Remote sensing project of any Central Govt. / State Govt. / PSU Institution.

Proposed to GB- Bachelor in Science / Tech / Engineering, PG Diploma / MSc in GIS & Remote Sensing, Minimum of 5 years' experience of working with GIS & Remote sensing project of any Central Govt. / State Govt. / PSU Institution or any private sector which has worked in any Govt. or PSU Projects or in Public Private Partnership (PPP) projects.

Decision: The GB members approved the proposal to the changed criteria.

18. Reconsideration of existing remuneration of contractual staff:

The Governing Body was informed that the inflation rate of the existing remuneration of existing contractual staff and staff engaged through agency needs to be reconsidered.

Decision: Governing Body agreed upon 3% Annual Increment for the Contractual Staff engaged through Agency as per the relevant Govt. Order. Governing Body also denied the proposal of a monthly allowance of Rs. 5000/- for existing contractual staff of PMU under this project.

19. Establishment of Carbon Estimation Lab

The Governing Body was informed that a carbon estimation lab is decided to be established at SFTI, Hijli. Later it was also decided that technical guidance will be sought from IISER, Kalyani. A MoU will be signed between IISER, Kalyani and WBFBCCCR Project. GB members were requested to approve the proposal.

Decision: The GB members approved the proposal.

20. Selection of GIS Enterprise Solution

The Governing Body was informed that after many discussion with GIS Enterprise Solution committee and approval from competent authority, a service tender was floated on GeM portal by PMU office vide GeM Bid Number GEM/2025/B/7058263 dated 07.01.2026. L1 (Offer Price - ₹2,06,00,000.00 & GST ₹37.08.000.00) was selected by the committee and was submitted to Forest Department for approval. As directed by Addl. Chief Secretary, Forest Department, the matter was dealt with IIT, Kharagpur who gave the rate ₹5,29,23,000.00 including GST. ACS, Forest Department wrote to SIO, NIC, WB vide letter dated: 25.06.2026 seeking technical advice on CoTS based GIS. Meeting were conducted with NIC and Forest Department, W.B. on 15.07.2026 & 29.07.2026 & matter is still progressing.

Decision: The GB members noted the update.

21. Approval of final report on Preparation of GIS based Catchment Area Treatment Plan (CAT Plans) under JICA Funded WB-FBCCCR Project for 3 different DMUs in South-West Bengal.

The Governing Body was informed that ICAR-Indian Institute of Soil and Water Conservation (IISWC) has submitted final GIS based CAT Plans under JICA Funded WB-FBCCCR Project for Purulia DMU, Kangsabati South DMU, Kangsabati North DMU.

Decision: GB Members approved three CAT Plans for Purulia DMU, Kangsabati South DMU, Kangsabati North DMU prepared under this project.

22. Ratification of Circular Resolution No. 01/2025-26 for Approval of Internal Audit Report for the FY 2024-25

Decision: Governing Body ratified the circular resolution.

23. Ratification of Circular Resolution No. 02/2025-26 for Financial approval and Sanction order for procurement of DGPS Software

Decision: Governing Body ratified the circular resolution

24. Ratification of Circular Resolution No. 05/2025-26 for Approval of Proposal for Procurement of Speed Boats by STR in F.Y. 2025-26 as Part of JICA Supported Project.

Decision: Governing Body ratified the circular resolution.

25. Ratification of Circular Resolution No. 07/2025-26 for Approval of the Memorandum of Understanding (MoU) between West Bengal Zoo Authority and Respective DMUs under WB-FBCCCR Project

Decision: Governing Body ratified the circular resolution.

26. Ratification of Circular Resolution No. 09/2025-26 for Approval of Statutory Audit for F.Y. 2024-25

Decision: Governing Body ratified the circular resolution

27. Ratification of Circular Resolution No. 10/2025-26 for Approval of Approval of the Tendering Process for Selection of PMC under JICA Aided WB-FBCCCR Project and authorisation off Signatories for Execution of Contract with Selected Agency

Decision: Governing Body ratified the circular resolution

28. Ratification of Circular Resolution No 11/2025-26 for approval of procurement for GIS enterprise solution through GEM

Decision: Governing Body is requested to ratify the circular resolution.

29. Ratification of Circular Resolution No 12/2025-26 for the Approval of Include Member Secretary, WBZA as a member of GB under WBFBC Society in place of Addl. PCCF, HRD.

Decision: Governing Body ratified the circular resolution

30. Ratification of Circular Resolution No 13/2025-26 for the Approval of the Study on 5 spp. of Lesser Cats in North Bengal by Indian Institute of Science Education and Research (IISER).

Decision: Governing Body ratified the circular resolution.

31. Ratification of Circular Resolution No 01/2026-27 for the approval of the proposal for mid-term and end-term survey and draft MoU under WB-FBCCCR project funded by JICA.

Decision: Governing Body ratified the circular resolution.

32. Ratification of Circular Resolution No 02/2026-27 for the of the Detailed Project Report on support for community well-being through promotion of traditional knowledge system and conservation of medicinal plants submitted by WBBB and draft MOU under WB-FBCCCR project funded by JICA.

Decision: Governing Body ratified the circular resolution

The meeting ended with thanks to & from the chair.



**(Sandeep Sundriyal)
Chairperson,
WFBC Society**