

IMPLEMENTATION OF RIGHT TO INFORMATION ACT, 2005

1.) Organization: H.P. State Forest Development Corporation Limited Shimla

(I) Office Address: Van Nigam Bhawan Block No.-1, SDA Complex, Kasumpti, Shimla-171009.

(II) Function/duties:- HPSFDCL is primarily engaged in resin extraction, resin processing, timber harvesting and sale from Government forests in the State besides extraction of fuel-wood, pulpwood, khair and bamboo. From Resin, Rosin and turpentine oil and other subsidiary products like phenyl, varnish, black Japan etc. are processed as by products from R&T Factories located at Nahan and Bilaspur. As a secondary activity, Corporation also runs timber treatment plant at Jhanyari (Hamirpur).

2.(I) Policy decisions are taken by the Board of Directors of the Corporation.

(II) Implementation of decision by the Managing Director of the Corporation.

(III) Other Officers/Officials works as per the direction of the MD. MD is the Chief Executive Officer who runs the Corporation as per the Administrative/ Financial powers delegated by the Board. The final disposals in financial and administrative field are in the domain of MD except in the cases which are required to be submitted to the Board.

(IV) Procedures:

The procedures for extraction of timber and resin are done through Contractors/ LSM by inviting tender through transparent process. Thereafter lowest tenderer is awarded the work. However the work is done in supervision of the officials of the HPSFDCL and Forest Department to avoid illicit felling/ harm to forest. The complete process for extraction of Timber/Resin/ other forest produce is undertaken as per the Forest Manual which is approved by the Govt. of India. The sale of timber is made in open auction held in every month in Himkashth Sale Depots of this Corporation situated at Baddi, Mantaruwala, Dhanotu, Nurpur and Bhadroya etc.

(V) Accountability:

The sale of timber and resin will be made strictly as per the terms and conditions framed by the Board of Directors of this Corporations and any officer/officials not adhering to these instructions are responsible for it.

3.(I) Rules:

The HPSFDC Ltd; has adopted rules and regulation of the State Govt. for governing the staff.

(II) Instructions:-

The Corporation is following the instructions issued by State Govt. for governing the staff and other related issues from time to time.

(III) Records:-

All records pertaining to the establishment of staff, Extraction/Sale of Timber/Resin are prepared and kept by the concerned offices of HPSFDC Ltd.

4.) The representatives of the public are free to meet the Managing Director of the Corporation for the redressal of their grievances. Any suggestions made and deem fit are placed before the Board of Director's for their approval.

5.) The Forest Minister-cum-Chairman, HPSFDC Ltd; presides over the meeting of the Board of Directors and does not look after day to day works. Decisions of the Board are implemented by the MD from time to time. As per requirement of the Companies Act, two meetings of the members of the Board nominated by the Govt. in a calendar year are mandatory to be held. The minutes of the decision taken in the meeting are drawn and circulated to its members only.

6.) At present there are 837 regular/contract employees and 126 daily wagers on the role of the Corporation and their monthly establishment pay bill comes to approximately Rs.5.05 crore including the Executive Director/Divisional Managers. The Managing Director/Executive Director/Divisional Managers are officers sent on deputation by the Govt. of HP from HP Forest Department.

7.) The Corporation is bearing its Administration Expenditure from its own resources.

8.) All the terms and conditions of sale of timber/rosin and dates of auction are available on the website of this Corporations website i.e. <http://hpforestco.in>

10.) Contacts:

1. **Managing Director Contact No. (O): 0177-2622457**
2. **Executive Director Contact No. (O): 0177-2622455**
3. **Fax No: 0177-2621180**