

GOVERNMENT OF GUJARAT  
Forest and Environment Department  
Circular No. IFS/102015/1597/D  
Sachivalaya, Gandhinagar  
Date: **17 FEB 2017**

CIRCULAR

Read: Forest and Environment Department's Circular No. IFS/102015/1597/D dated 24/6/16

In pursuance of the provisions contained in the All India Service (Performance Appraisal Report) Rules, 2007, the reporting, reviewing and accepting authorities for the performance appraisal reports of the IFS officers borne on the Gujarat cadre were prescribed as per the circular cited above. After careful consideration of the matter in its useful dimensions, Government has decided to modify the channel for writing PARs.

Hence the channel for writing PAR shall be as prescribed in the Annexures I, II & III appended to this circular. The Performance Appraisal Reports for the year 2016-17 and onwards shall be reported, reviewed and accepted accordingly.

By order and in the name of Governor of Gujarat,



(Nilesh Trivedi)

Deputy Secretary

Forest and Environment Department

Copy for information and necessary action to:-

- The Principal Secretary to H.E. the Governor of Gujarat, Gandhinagar.
- The Principal Secretary to Hon. Chief Minister, Swarnim Sankul-I, Gandhinagar.
- The Personal Secretary to Hon. Minister (Forest), Swarnim Sankul-I, Sachivalaya, Gandhinagar.
- The Personal Secretary to Hon. Minister of State (Forest), Swarnim Sankul-II, Sachivalaya, Gandhinagar.
- The Personal Secretary to Hon. Parliamentary Secretary (Forest), Block No.2, Sachivalaya, Gandhinagar.
- The Deputy Secretary to Chief Secretary, Block No.1/5, Sachivalaya, Gandhinagar.
- The Secretary to Government of India, Ministry of Environment, Forests & Climate Change, Indira Paryavaran Bhavan, Aliganj, Jorbagh Road, New Delhi – 110003.
- The P.P.S. to the Additional Chief Secretary, Forest and Environment Department, Block No. 14/8, Sachivalaya, Gandhinagar.

- The Principal Chief Conservator of Forests & Head of Forest Force, Gujarat State, Aranya Bhavan, Gandhinagar.
- All APCCF/CCF/CF (thro' PCCF office)
- All IFS officers (thro' PCCF office)
- The Deputy Section Officer, PAR Cell, D Branch, Forest and Environment Department, Sachivalaya, Gandhinagar.
- The System Manager, Forest and Environment Department.
  - For placing the circular on website.
- The Deputy Section Officer Select File.
- The Branch Select File.

Government Circular, Forest & Environment Department

No. IFS/102015/1597/D, dated 17 FEB 2017

**ANNEXURE - I**

Channel of submission for Performance Appraisal Reports of Indian Forest Service Officers.

**Cadre posts of IFS of Gujarat cadre.**

Sr No	Grade/ post of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
<b>PCCF Grade</b>					
1.	PCCF & HoFF	PS/ACS F&ED	CS	Minister (Forest)	
2	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
<b>APCCF Grade</b>					
1	Addl. PCCF (Development & Management)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
2	Addl. PCCF (Social Forestry)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
3	Addl. PCCF (Monitoring)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
4	Addl. PCCF (Financial management)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
5	Addl. PCCF (Land)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
6	Addl. PCCF (Research & Training)	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
<b>CCF Grade</b>					
1	CCF (Working Plan), Gandhinagar	APCCF (D & M)	PCCF & HoFF	ACS/PS F&ED	
2	CCF (Vadodara, Surat, Gandhinagar, Junagadh, Kutch, Valsad Circles)	APCCF (D & M)	PCCF & HoFF	ACS/PS F&ED	
3	CCF (Ahmedabad Social Forestry Circle)	APCCF (Social Forestry)	PCCF & HoFF	ACS/PS F&ED	
4	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	



Sr No	Grade/ post of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
5	CCF, Marine National park, Jamnagar	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	
6	CCF (Administration)	PCCF & HoFF	ACS/PS-F&ED	Minister (Forests)	
7	CCF (Vigilance & Protection)	PCCF & HoFF	ACS/PS-F&ED	Minister (Forests)	
CF Grade					
1	CF, D & M, O/o PCCF	APCCF, (D & M)	PCCF & HoFF	ACS/PS- F&ED	
2	CF, Wildlife, O/o PCCF	PCCF (Wildlife)	PCCF & HoFF	PS/ACS-F&ED	
3	CF, Social Forestry, O/o PCCF	APCCF, Social Forestry	PCCF & HoFF	ACS/PS- F&ED	
4	CF, Monitoring, O/o PCCF	APCCF, Monitoring	PCCF & HoFF	ACS/PS- F&ED	
5	CF, Accounts, O/o PCCF	APCCF, Financial Management	PCCF & HoFF	ACS/PS- F&ED	
6	CF ( Bharuch, Mehsana, Rajkot Circles)	APCCF (Social Forestry)	PCCF & HoFF	ACS/PS- F&ED	
7	CF, Silviculture & Forest Utilization, Rajpipla	APCCF, Research & Training	PCCF & HoFF	ACS/PS- F&ED	
8	CF, (Working Plan Circles), Surat, Junagadh, Vadodara	CCF, Working Plan, Gandhinagar	PCCF & HoFF	ACS/PS- F&ED	
9	CF, Wildlife Circle, Vadodara	PCCF (Wildlife)	PCCF & HoFF	ACS/PS- F&ED	
10	CF, Monitoring-II, O/o PCCF	APCCF, Monitoring	PCCF & HoFF	ACS/PS- F&ED	
11	CF, Research, Gandhinagar	APCCF, Research & Training	PCCF & HoFF	ACS/PS- F&ED	
12	CF, Vigilance, O/o PCCF	CCF, Vigilance & Protection	PCCF & HoFF	ACS/PS- F&ED	
DCF Grade					
1	Sanctuary Superintendent, Sasan	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	
2	DCF, Dang (South)	CCF, Valsad	APCCF, D & M	PCCF & HoFF	



Sr No	Grade/ post of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
3	DCF, Dang (North)	CCF, Valsad	APCCF, D & M	PCCF & HoFF	
4	DCF, Valsad (North)	CCF, Valsad	APCCF, D & M	PCCF & HoFF	
5	DCF, Vyara	CCF, Surat	APCCF, D & M	PCCF & HoFF	
6	DCF, Rajpipla (East)	CCF, Surat	APCCF, D & M	PCCF & HoFF	
7	DCF, Surat	CCF, Surat	APCCF, D & M	PCCF & HoFF	
8	DCF, Godhra	CCF, Vadodara	APCCF, D & M	PCCF & HoFF	
9	DCF, Baria	CCF, Vadodara	APCCF, D & M	PCCF & HoFF	
10	DCF, Sabarkantha (North)	CCF, Gandhinagar	APCCF, D & M	PCCF & HoFF	
11	DCF, Banaskantha	CCF, Wildlife Circle, Gandhinagar	APCCF, D & M	PCCF & HoFF	
12	DCF, Bhavnagar	CCF, Junagadh	APCCF, D & M	PCCF & HoFF	
13	DCF, Junagadh	CCF, Junagadh	APCCF, D & M	PCCF & HoFF	
14	DCF, Surendranagar	CCF, Junagadh	APCCF, D & M	PCCF & HoFF	
15	DCF, Kutch (East)	CCF, Kutch	APCCF, D & M	PCCF & HoFF	
16	DCF, Gir (West), Junagadh	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	
17	DCF, Gir (East), Dhari	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	
18	DCF, SF, Navsari	CF, SF Circle, Bharuch	APCCF, Social Forestry	PCCF & HoFF	
19	DCF, SF, Surat	CF, SF Circle, Bharuch	APCCF, Social Forestry	PCCF & HoFF	
20	DCF, SF, Bharuch	CF, SF Circle, Bharuch	APCCF, Social Forestry	PCCF & HoFF	
21	DCF, SF, Godhra (Mahisagar)	CCF, SF Circle, Ahmedabad	APCCF, Social Forestry	PCCF & HoFF	
22	DCF, SF, Nadiad	CCF, SF Circle Ahmedabad	APCCF, Social Forestry	PCCF & HoFF	



Sr No	Grade/ post of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
23	DCF, SF, Ahmedabad	CCF, SF Circle, Ahmedabad	APCCF, Social Forestry	PCCF & HoFF	
24	DCF, SF, Banaskantha	CF, SF Circle, Mehsana	APCCF, Social Forestry	PCCF & HoFF	
25	DCF, SF, Mehsana	CF, SF Circle, Mehsana	APCCF, Social Forestry	PCCF & HoFF	
26	DCF, SF, Sabarkantha	CF, SF Circle, Mehsana	APCCF, Social Forestry	PCCF & HoFF	
27	DCF, SF, Surendranagar	CCF, SF Circle, Ahmedabad	APCCF, Social Forestry	PCCF & HoFF	
28	DCF, SF, Rajkot (Morbi)	CF, SF Circle, Rajkot	APCCF, Social Forestry	PCCF & HoFF	
29	DCF, SF, Jamnagar (Devbhumi Dwarka)	CF, SF Circle, Rajkot	APCCF, Social Forestry	PCCF & HoFF	
30	DCF, SF, Bhavnagar (Botad)	CF, SF Circle, Rajkot	APCCF, Social Forestry	PCCF & HoFF	
31	DCF, Valsad (South)	CCF, Valsad	APCCF, D & M	PCCF & HoFF	
32	DCF, SF, Kutch	CCF, Kutch	APCCF, D & M	PCCF & HoFF	
33	DCF, Sabarkantha (South) [ Arvalli ]	CCF, Gandhinagar	APCCF, D & M	PCCF & HoFF	
34	DCF, Administration	CCF, Administration	PCCF & HoFF	PS/ACS- F&ED	
35	DCF, SF, Anand	CCF, SF Circle, Ahmedabad	APCCF, Social Forestry	PCCF & HoFF	
36	Principal, Gujarat Forests Rangers College, Rajpipla	APCCF, Research & Training	PCCF & HoFF	ACS/PS- F&ED	
37	DCF, Research, Gandhinagar	APCCF, Research & Training	PCCF & HoFF	ACS/PS- F&ED	



Government Circular, Forest & Environment Department  
No. IFS/102015/1597/D, dated 17 FEB 2017

**ANNEXURE - II**

Channel of submission for Performance Appraisal Reports of Indian Forest Service Officers.

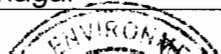
**Ex-cadre posts / SDR Posts under Forest & Environment Department**

Sr No	Grade/ post of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
<b>PCCF Grade</b>					
1	Managing Director, Gujarat State Forest Development Corporation, Vadodara	ACS/PS F&ED	CS	Minister (Forest)	
2	Chairman, Gujarat Biodiversity Board, Gandhinagar	ACS/PS F&ED	CS	Minister (Forest)	
<b>APCCF Grade</b>					
1	Director, GEER Foundation, Gandhinagar	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	
2	APCCF, JBIC, Gandhinagar	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
3	Addl. PCCF (Social Forestry-I NREGA), Gandhinagar	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
4	Addl. PCCF (Social Forestry-II), Gandhinagar	PCCF & HoFF	ACS/PS F&ED	Minister (Forest)	
5	APCCF, Wildlife, Gandhinagar	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	
<b>CCF Grade</b>					
1	CCF, JBIC, Gandhinagar	PCCF & HoFF	PS/ACS F&ED	Minister (Forest)	
2	CCF, Gandhinagar Wildlife Circle, Gandhinagar	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	
3	Director, Gujarat Environment Management Institute (GEMI), Gandhinagar	ACS/PS F&ED	CS	Minister (Forest)	

4	Member Secretary, Gujarat Biodiversity Board, Gandhinagar	Chairman, Gujarat Biodiversity Board, Gandhinagar	ACS/PS F&ED	Minister (Forest)	
5	CCF, Wildlife Crime Cell, Gandhinagar	PCCF (Wildlife)	PCCF & HoFF	ACS/PS F&ED	
CF Grade					
1	CF, JBIC, Gandhinagar	APCCF, JBIC	PCCF & HoFF	ACS/PS F&ED	
DCF Grade					
1	DCF, Social Forestry Division, Amreli	CF, SF Circle, Rajkot	APCCF, Social Forestry	PCCF & HoFF	
2	DCF, Kutch (West) Division, Bhuj	CCF, Kutch Circle	APCCF, D & M	PCCF & HoFF	
3	DCF, Banni Grassland Division, Bhuj	CCF, Kutch Circle	APCCF, D & M	PCCF & HoFF	
4	DCF, Chotaudepur Division, Chotaudepur	CCF, Vadodara	APCCF, D & M	PCCF & HoFF	
5	DCF, Social Forestry Division, Dahod	CCF, SF Circle, Ahmedabad	APCCF, Social Forestry	PCCF & HoFF	
6	DCF, Gandhinagar Division, Gandhinagar	CCF, Gandhinagar Circle	APCCF, D & M	PCCF & HoFF	
7	DCF, Social Forestry Division, Junagadh (Gir-Somnath)	CF, SF Circle, Rajkot	APCCF, Social Forestry	PCCF & HoFF	
8	DCF, Social Forestry Division, Narmada, Rajpipla	CF, SF Circle, Bharuch	APCCF, Social Forestry	PCCF & HoFF	
9	DCF, Social Forestry Division, Vadodara	CF, SF Circle, Bharuch	APCCF, Social Forestry	PCCF & HoFF	
10	DCF, Jamnagar Division, Jamnagar	CCF, Junagadh Circle	APCCF, D & M	PCCF & HoFF	
11	DCF, Patan Division, Patan	CCF, Kutch Circle	APCCF, D & M	PCCF & HoFF	
12	DCF, Porbandar Division, Porbandar	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	
13	DCF, Rajkot Division, Rajkot	CCF, Junagadh Circle	APCCF, D & M	PCCF & HoFF	



14	DCF, Wildlife Division, Vadodara.	CF, Wildlife Circle, Vadodara	PCCF (Wildlife)	PCCF & HoFF	
15	DCF, Social Forestry Division, Valsad	CF, SF Circle, Bharuch	APCCF, Social Forestry	PCCF & HoFF	
16	DCF, Task Force, Junagadh	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	
17	DCF, Land (FCA), Gandhinagar	APCCF, Land	PCCF & HoFF	ACS/PS-F&ED	
18	DCF, Publicity and Liaison Division, Gandhinagar	CF, Research, Gandhinagar	APCCF, Research & Training	PCCF & HoFF	
19	DCF, Training Division, Gandhinagar	CF, Research, Gandhinagar	APCCF, Research & Training	PCCF & HoFF	
20	DCF, Wildlife Training Division, Gandhinagar	CF, Research, Gandhinagar	APCCF, Research & Training	PCCF & HoFF	
21	DCF, Communication, Gandhinagar	CF, Research, Gandhinagar	APCCF, Research & Training	PCCF & HoFF	
22	DCF, Marine National Park, Jamnagar	CCF, Marine National Park, Jamnagar	PCCF (Wildlife)	PCCF & HoFF	
23	DCF, Nalsarovar Birds Sanctuary Division, Sanand, Ahmedabad	CCF, North Guj. Wildlife Circle, Gandhinagar	PCCF (Wildlife)	PCCF & HoFF	
24	DCF, Wild Ass Sanctuary Division, Dhranghadra	CCF, North Guj. Wildlife Circle, Gandhinagar	PCCF (Wildlife)	PCCF & HoFF	
25	Director, Sakkarbaug Zoo, Junagadh	CCF, Wildlife Circle, Junagadh	PCCF (Wildlife)	PCCF & HoFF	
26	DCF, Vigilance (IFDP), Gandhinagar	APCCF, Social Forestry-II	PCCF & HoFF	ACS/PS-F&ED	
27	DCF, Forest Training Centre, Kakrapar.	CF, S.&F.U., Rajpipla	APCCF, Research & Training	PCCF & HoFF	
28	DCF, Monitoring, Gandhinagar	CF, Monitoring-I	APCCF, Monitoring	PCCF & HoFF	
29	DCF, Monitoring & Evaluation, Gandhinagar	CF, Monitoring-I	APCCF, Monitoring	PCCF & HoFF	
30	DCF, Project, Planning, Monitoring & Evaluation (PPME), Gandhinagar	CF, Monitoring-II	APCCF, Monitoring	PCCF & HoFF	



31	DCF, JBIC, IT Wing, Gandhinagar	CCF, JBIC-IT	APCCF, JBIC	PCCF & HoFF	
32	DCF, PMU-GFDP (Micro-ent) JBIC, Gandhinagar	CF, JBIC	APCCF, JBIC	PCCF & HoFF	
33	DCF, PMU-GFDP (JFMC) JBIC, Gandhinagar	CF, JBIC	APCCF, JBIC	PCCF & HoFF	
34	DCF, JBIC, Gandhinagar	CF, JBIC	APCCF, JBIC	PCCF & HoFF	



Government Circular, Forest & Environment Department

No. IFS/102015/1597/D, dated 17 FEB 2017

**ANNEXURE - III**

Channel of submission for Performance Appraisal Reports of Indian Forest Service Officers.

**Deputation posts under other departments of State Government**

Sr No	Grade/ post of the Officer	Reporting Authority	Reviewing Authority	Accepting Authority	Remarks
1	Mission Director, Gujarat Biotechnology Mission, Gandhinagar	ACS/PS/Secy, Science & Technology Department	CS	Minister, Science & Technology	
2	M.D., Gujarat State Handloom & Handicrafts Development Corporation, Gandhinagar	Commissioner of Cottage Industries & Ex-officio Secretary	ACS/PS/Secy Industries & Mines Department	Minister, Industries & Mines Department (Cottage)	If CS is Reporting Authority for Commissioner of Cottage Industries then Review may be done by CS for MD, GSHHDC.
3	Commissioner of Tourism & M.D., Tourism Corporation of Gujarat limited, Gandhinagar	ACS/PS, Industries & Mines Department	CS	Minister, Industries & Mines Department (Tourism)	
4	Resident Commissioner, Gujarat State, New Delhi	ACS/PS/Secy, GAD (Per.)	CS	Chief Minister	
5	State Project Director, Sarva Shiksha Abhiyan & Ex-Officio Commissioner of Primary Education, Gandhinagar.	ACS/PS/ Secy- Primary Education	Chief Secretary	Minister, Education Department (Primary Education)	
6	M.D., Gujarat Agro Industries Corporation, Gandhinagar	ACS/PS/Secy Agri. & Cooperation Department	CS	Minister, Agri. & Cooperation	
7	Joint M.D., Gujarat Green Revolution Company Limited, Gandhinagar	ACS/PS/Secy, Narmada	CS	Chief Minister	
8	DCF, Sardar Sarovar Narmada Nigam Limited.	APCCF/CCF, SSNNL	M.D., SSNNL	CS	

