

**GOVERNMENT OF ODISHA**  
**ST & SC DEVELOPMENT DEPARTMENT**

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No. 728 / SSD, Bhubaneswar Date 13.01.2021  
STSCD-FRA-MISC-0006-2020

From

Smt. Guha Poonam Tapas Kumar, IAS  
Director (ST)

To

The Collector & DM.  
Balasore / Mayurbhanj / Sambalpur / Keonjhar / Sundargarh /  
Deogarh / Kalahandi / Gajapati / Koraput / Malkangiri / Rayagada /  
Nabarangpur / Kandhamal /Jharsuguda.

**Sub.:** **Functioning of Forest Rights Cells at the Tahasil, Sub-Division and District level in the tribal dominated districts of the State to expedite the process of implementation of the STs & OTFDs (Recognition of Forest Rights) Act, 2006 & its Amendment Rules, 2012.**

Ref.:- This Department's letter No.8774/SSD dated 29.06.2020 & No.9764/SSD dated 14.07.2020

Madam/Sir,

In inviting references to the letters referred above, I am directed to inform that the proposal for constitution of 160 Forest Rights Cells at the Tahasil, Sub-Division & District levels in your district to expedite the process of implementation of the FRA,2006 & its Amendment Rules, 2012 have been approved by the Finance Department with the condition that the selection of manpower service providing agency, engagement of manpower through outsourcing of services and fixation of their remuneration should strictly be done following the guidelines of Finance Department issued in this concern.

You are therefore, requested to initiate the process of constitution of Forest Rights Cells in your District by following the modalities communicated vide this Department's letter no. 8774/SSD dated 29.06.2020 ( Copy enclosed). Balance funds available with the district level Nodal Officer on FRA out of the Article 275 (1) placed earlier for implementation of FRA is to be utilised in this regard, so as to expedite the forest rights recognition process and also to complete the review process of rejected claims pending at the Gram Sabha and Sub-Divisional level by convening regular meetings of the SDLC and DLC.

This may please be treated as **Most Urgent**.

Yours faithfully,

  
Director (S.T.)

13/1/2021.

Memo No. 729 / SSD, Dt. 13.01.2021

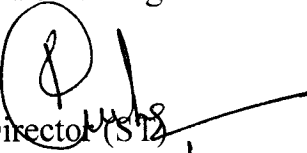
Copy forwarded to the Additional Secretary to Govt. Revenue & DM Department/ Forest & Environment Department/ PR & DW Department/ all RDCs for information and necessary action with reference to this Department Memo No.8881/SSD dated 01.07.2020.

  
Director (S12)

Memo No. 730 / SSD, Dt. 13.01.2021

13/1/2021

Copy along with copy of the enclosures forwarded to the PA, ITDAs Baripada/ Keonjhar/ Sundargarh/ Paralakhemundi/ Koraput/ Malkangiri/ Rayagada/ Nabarangpur/ Phulbani and the DWOs, Balasore/ Sambalpur/ Deogarh / Kalahandi / Jharsuguda for information and necessary action. This is with reference to this Department Memo No.8882/SSD dated 01.07.2020. They are requested to initiate the process of constitution of Forest Rights Cell in the concerned Offices.

  
Director (S12)

13/1/2021

**GOVERNMENT OF ODISHA**  
**ST & SC DEVELOPMENT DEPARTMENT**

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No. 8774 /SSD, Bhubaneswar  
STSCD-FRA-MISC-0006-2020

Dated 29.06.2020

From,

Smt. Ranjana Chopra, IAS  
Principal Secretary to Govt.

Shri Bishnupada Sethi, IAS  
Principal Secretary to Govt.,  
Revenue & D.M. Department.

To,

The Collector, Balasore / Mayurbhanj / Sambalpur / Keonjhar / Sundargarh / Deogarh /  
Kalahandi / Gajapati / Koraput / Malkangiri / Rayagada / Nabarangpur / Kandhamal /  
Jharsuguda.

**Sub.: Functioning of Forest Rights Cells at the Tahasil, Sub-Collector's offices and District level in the TSP area of the State to expedite the process of implementation of the STs & OTFDs (Recognition of Forest Rights) Act, 2006 & its Amendment Rules, 2012.**


Madam/ Sir,

Effective implementation of the STs & OTFDs (Recognition of Forest Rights) Act, 2006 and its amendment Rules, 2012 is one of the priority items of the Government. Hon'ble Supreme Court of India vide its order passed on 13.02.2019 & 28.02.2019 in W.P. (C) No.109/2008 has stressed upon its proper implementation and as per the submissions made in the compliance affidavit filed by the State of Odisha on the matter, it has now become imperative on our part to ensure its implementation on Mission Mode.

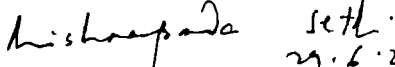
To expedite proper implementation of the provisions of the FRA laws, it has been decided that setting-up of the Forest Rights Cells at the Tahasil, Sub-Collector's Offices and the District level in the TSP area of the State would help achieve our objectives in a time bound manner and would also help us to progress on a saturation mode. Accordingly, the modalities to be adopted in this concern have been worked out and placed herein at **Annexure-I** for your information and needful action.

It is therefore, requested that prompt action may be taken at your end & particularly on engagement of temporary DEOs & Coordinators for a period of **one year through the service providers**, so that the cells can be made functional by the first week of August, 2020. The cost for setting up and maintenance of the cell will be borne by the ST & SC Development Department.

Yours faithfully,

  
Principal Secretary,  
ST & SC Dev. Deptt.

Yours faithfully,

  
Principal Secretary,  
Revenue & D.M. Deptt.

Memo No. 8881 / SSD Dt. 01.07.2020

Copy along with copy of the enclosure sent to the Spl. Secretary to Govt. Revenue & DM Department/ Forest & Environment Department/ PR & DW Department/ all RDCs for information and necessary action.

  
Director, ST

Memo No. 8882 / SSD Dt. 01.07.2020

Copy along with copy of the enclosure sent to the PA, ITDAs Baripada/ Keonjhar/ Sundargarh/ Paralakhemundi/ Koraput/ Malkangiri/ Rayagada/ Nabarangpur/ Phulbani and the DWOs, Balasore/ Sambalpur/ Deogarh/ Kalahandi/ Jharsuguda for information and necessary action.

  
Director, ST

**Constitution of FRA Cell at the Tahasil/ Sub-Division/ District Level**  
**(in TSP area only)**

**The objective of constitution of the FRA Cell**

To expedite and complete the process of recognition of forest rights within a time bound period and to arrive at a saturation mode in all the villages and habitations located within the Tribal Sub-Plan area.

**Roles & Responsibilities**

- i. Quick disposal of the pending claims with particular emphasis on the claims approved by the DLCs.
- ii. Review and disposal of the rejected claims.
- iii. Ensure that the reasons of rejection of the claims made at the Gram-sabha / SDLC levels are communicated to the claimant, so as to enable the claimants to prefer petitions to the SDLC/DLC, as the case may be, within the time line stipulated in the rules.
- iv. Facilitate the process of completion of demarcation of the forest land vested with the claimants.
- v. Distribution of the FRA titles to the rightful claimants & ensuring RoR corrections & its incorporation in the relevant Govt. records.
- vi. Ensure that all the FRA title holders are covered under Govt. schemes including those related to land improvement, land productivity, basic amenities & other livelihood measures.
- vii. Ensure that the claims for Community Rights (CR), Community Forest Resources Rights (CFR) are filed in the prescribed formats by the Gram-sabha concerned as per its potential.
- viii. Ensure that the process of conversion of the forest, un-surveyed villages/ habitation etc. into revenue villages is initiated & completed smoothly in a time bound manner by the Gram-sabha concerned.
- ix. To establish coordination between Government Departments and Civil Societies for proper facilitation of the Forest Rights Act & Rules so that all the eligible STs & OTFDs can file their claims in proper Form and those are placed before the Gram-sabha / FRCs for appropriate decision.



### Composition of the FRA Cell

| Sl. | Member/Officials   | Designation     |
|-----|--|-----------------|
| 1   | Tahasildar   | Chairperson     |
| 2   | Range Officer or the Forester concerned  | Member          |
| 3   | Special Officer (Micro-Project) (If the Micro Project Agency is located in the said tahasil /Block)  | Member          |
| 4   | Revenue Supervisor concerned   | Member          |
| 5   | A Cell Co-ordinator (A Graduate with computer literacy having minimum experience of 10 years in computer works & social mobilization, belonging to the locality & having knowledge on local tribal culture) to be engaged temporarily through Service provider | Member          |
| 6   | Welfare Extension Officer of the concerned Block.  | Member Convenor |

### Holding of the Meeting

Each month, meeting shall take place and the report thereof shall be submitted to the Sub-Collector concerned & the District level Nodal Officer on FRA (PA, ITDA/ DWO).

### Location of the Cell:

The Cell shall be located in each Tahasil Office, Sub-Collector offices and Collectors offices functioning within the Tribal Sub-Plan area of the State. The FRA cell in District Office is to be headed by the ADM & that in the Sub-Collectors Office is to be headed by the Sub-Collector.

Presently it would function in 160 Offices i.e. 14 District Offices, 24 Sub-Collector's office and 122 Tahasils, areas of which are co-terminus with the Blocks concerned as well as Kirmira and Laikera tahasil of Jharsuguda District and Jujumora Tahasil of Sambalpur district, wherein the tribal population is more than 50% of its total population as per 2011 census and which the Tribes Advisory Council of the State has approved in its meeting dated 28.06.2018 and has recommended to Govt. of India for its inclusion in the TSP area of the State.

### Human Resource

1. Designated Nodal Person (Tahasildar)
2. Co-ordinator (To be engaged on outsource basis through Service Provider on a monthly remuneration of Rs.20,000/- pm initially for three months and on assessment of outcome & satisfactory performance, engagement could be extended for an year only)
3. Data Entry Operator (To be engaged on outsource basis through Service Provider on a monthly remuneration of Rs.12,000/- pm initially for three months and on assessment of outcome & satisfactory performance, engagement could be extended for an year only)



## Infrastructure

- The Cell shall be well equipped with a Desktop-computer, Printer, net facilities with some Almirahs for keeping village wise records.
- MIS Software
- Block level Potential Map with list of Potential Villages
- Cadastral Map of all potential villages with Khatiyans
- Forest Maps of RFs, PRFs etc along with Forest Block

## Facilities/documents to be made available at the FRA Cell level;

- Claim Forms
- Process Facilitation Notes
- Posters and Leaflets
- Digital copies of RoRs
- List & details of Government Programs and Schemes
- Templates of various Resolutions to be adopted by the Gram Sabha
- Copy of Act and Rules (English/ Odia version)
- Government Circulars and Orders
- Village wise case Records
- Resolution copies of Gram-sabhas, SDLC and DLC meetings
- Village wise list of FRC members
- Village wise list of CFRMC members
- Voter lists of all the villages located within the Tahasil.

## Support from the ST & SC Development Department

ST & SC Dev. Department would provide financial support for the following manpower/ equipments etc. to the districts through the designated District level Nodal Officer on FRA. Functioning of the Forest Rights Cell at the Tahasil, Sub-Division and District level is to be ensured by the first week of August, 2020 and engagement of manpower through the service provider on outsourcing basis by the end of July, 2020.

| Sl. No                              | Types of Manpower / equipments etc. required | Amount (in Rupees) | Month/ Unit | Total amount required (in Rs.) |
|-------------------------------------|--|--------------------|-------------|--------------------------------|
| 1                                   | Co-ordinator (FRA)                           | 20000              | 12          | 2,40,000                       |
| 2                                   | Data Entry Operator (FRA)                    | 12000              | 12          | 1,44,000                       |
| 3                                   | Desktop Computer & its peripherals           | 50000              | 1           | 50,000                         |
| 4                                   | Almirah - 2 nos.                             | 10000              | 2           | 20,000                         |
| 5                                   | Travel Exp. for the Coordinator              | 2500               | 12          | 30,000                         |
| 6                                   | Table and chairs (2 tables and 10 chairs)    | 16000              | 2+10        | 16,000                         |
| <b>Total Rupees five lakhs only</b> |  |                    |             | <b>5,00,000</b>                |

