



Government of West Bengal  
Directorate of Forests

**Office of the Principal Chief Conservator of Forests, Head of Forest Force**  
Aranya Bhawan, Block: LA-10A, Salt Lake City, Sector – III, Kolkata.: 700 106  
Phone - Fax:: (033) 2335 8581/7751, e-mail : [pccfwb@vsnl.net](mailto:pccfwb@vsnl.net)  
Visit us at: [www.westbengalforest.gov.in](http://www.westbengalforest.gov.in)



No. 12007/MISC/2E-1092/2018

Dated: 15/02/2018

To : All DFOs/DCF/CFs/CCFs  
Directorate of Forests, West Bengal

Sub : Operational Fax machines & Landline phones

Sir / Madam

Fast and reliable information sharing is a prerequisite in smooth functioning of any organization and even more so in Govt. Sector wherein most of the information needs to be shared responsibly and accurately over a variety of mediums. With the advent of many mobile apps and internet connectivity, a real time data exchange is a reality. This is to the tremendous advantage to us that we can now collate vital inputs as and when required.

Even with this backdrop, the relevance of a fall back system cannot be undermined. Fax machines and Landline phones are such systems that need to be operational and maintained, giving us that added flexibility and assurance.

As per available records, all the Division/Circle Offices have Landline phones and Fax machines but it is indeed a sorry state of affairs that when needed in urgency, these systems are not in place or are not functioning properly.

It is therefore, as directed by PCCF & HoFF, West Bengal, requested to all units under the Forest Directorate to repair/restore/replace the Fax machines in their respective Offices and to have a functioning Fax machine & Landline phone manned by an office staff at all times during the office hours. The compliance of the same is to be reported so as to reach this office within 07 days in the instant matter.

The DFOs/DCF/CFs/CCFs are further directed by PCCF & HoFF, WB to ensure that they are reachable at all times on phone numbers from which they officially communicate. In case of any network issues in remote areas of forest, alternative number or such information to be relayed well in advance to the headquarters.

Any fallout arising due to non compliance of the above directives will be the sole responsibility of the Officer concerned and accountability will be so fixed accordingly.

This has the concurrence of the PCCF & HoFF, WB

*S Anand*

(S S Anand, IFS) 15.02.2018

Deputy Conservator of Forests,  
Administration, West Bengal

*ccf/MIS&E Gov*

*Upload in "Whats New"*

*ad*