



## Government of West Bengal

### DIRECTORATE OF FORESTS

Office of the Principal Chief Conservator of Forests & Head of Forest Force, West Bengal  
Aranya Bhawan, Block: LA/10A, Sector-III, Salt Lake City, Kolkata-700 106  
Phone (033) 2335-7751/8581/8755, Fax (033) 2335-8756, e.mail : [pccfwb@vsnl.net](mailto:pccfwb@vsnl.net)  
Visit us at : [www.westbengalforest.gov.in](http://www.westbengalforest.gov.in)



NO. 2395/WBSFDA/E.T. Receipts/2018

Date :21.06.18

To : All DFOs / DCFs / DFDs / Directors, SFTI, Hizili / W.B. Forest School, Dow Hill

Sub : Realization of Room Rent of Forest Rest House and Gate Fee and other fees collected from Eco-tourism facilities.

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Sir/Madam,

The Forest Dept., vide their letter No.197-For/O/D/8M-3/2017 dt. 17.01.17 allowed the Forest Directorate to deposit room rent, gate fee and other fees collected from Forest Rest House and Eco-tourism facilities in the account of WBSFDA. The Member Secretary, WBSFDA, vide its letter No.46/WBSFDA/Misc./2017 dt. 13.04.17 issued a letter to all concerns directing them to take accordant action. In the meantime, the WBSFDA has got Receipt Books printed for collection of such fees/room rent etc. Each and every DFOs/DCFs/DFDs/Directors having such facilities under their control was required to collect sufficient number of Receipt Books from the Member Secretary, WBSFDA for keeping the same at appropriate place like in each and every Forest Rest House and Eco-tourism Centre. It has been reported that sometimes the receipts are not issued to the occupants immediately after they leave the Forest Rest House or other Eco-tourism Centres. This practice is not acceptable at all.

So all the concerned officers are hereby directed to collect sufficient number of Receipt Books and **keep the same in each and every Forest Rest House and Eco-tourism facilities** so that as soon as the occupant leaves the facilities is given a receipt and the rent is realized as per the office order No.34/Misc./A&A/2017 dt. 20.04.17 (copy enclosed).

This is further to direct that the amount so collected must be deposited in the account of WBSFDA and the same should be shown in the monthly accounts submitted to the Member Secretary, WBSFDA on a regular basis. After the year ending, the money so collected will be ploughed back for the improvement of the facility and also for day-to-day running and maintenance of the facilities.

This order should be followed very strictly and letter & sprit.

Yours faithfully,

  
( N K PANDEY )

Principal Chief Conservator of Forests &  
Head of Forest Force, West Bengal

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Copy forwarded for information to the Member Secretary, WBSFDA --- He is directed to supply sufficient number of Receipt Books to the DFOs/DCFs/DFDs/Directors so that each and every facility has the Receipt Book ready for the use.

  
( N K PANDEY )

Principal Chief Conservator of Forests &  
Head of Forest Force, West Bengal