

No.B.25021/2/2014-PCCF (G)  
**Government of Mizoram**  
**Office of the Principal Chief Conservator of Forests**  
**Environment, Forests & Climate Change Department**

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Tuikhuahtlang, Aizawl - 796001  
8<sup>th</sup> June, 2021

**GENERAL GUIDELINES FOR DISTRIBUTION OF SEEDLINGS**

1. Ever since, Environment, Forests & Climate Change department has been distributing seedlings of various species usually free of cost.
2. The general public, various environmental NGOs/NGOs, Schools, Govt. Offices, NSS , Eco-Clubs and other concerned agencies have been procuring seedlings from the nearest/ most convenient Forest Nurseries.
3. The seedlings available are generally indigenous forestry species and the whole process of seedling production- right from seed collection to attainment of plantable size usually takes 2-4 years.
4. In order to streamline the process of seedling distribution throughout the State and to prevent collection of seedlings fraudulently or wastage of the seedlings, certain checks and balances are required to be put in place. As such, the following points are prescribed for adherence:
  - a) Seedlings shall be distributed **subject to their availability.**
  - b) Seedlings shall normally be distributed during **May to July** in a year as this being regarded as planting season and they will not be distributed other than the specified period under normal circumstances. However, this may be reappraised depending on the nature of occurrence of Monsoon in a particular year. **[Separate Guidelines for distribution of seedlings to mark the occasion of Green Mizoram Day is given at sub no. (k) below]**
  - c) Seedlings up to **20 numbers** for individuals and **50 numbers** for environmental NGOs/NGOs, Schools, Govt. Offices, NSS , Eco-Clubs and other concerned agencies can be procured **free of cost** from the nearest/ most convenient Forest Nurseries on production of **seedlings requisition slip** (Copy attached at the last page) duly approved and signed by **Range Officer concerned.**
  - d) Seedlings between **21-50 numbers** for individuals and **51-100 numbers** for environmental NGOs/NGOs, Schools, Govt. Offices, NSS, Eco-Clubs and other concerned agencies can be procured **free of cost** from the nearest/ most convenient Forest Nurseries on production of seedlings requisition slip **duly approved and signed by Divisional Forests Officer (DFO)/Deputy Conservator of Forests (DCF)/Assistant Conservator of Forests (ACF) concerned.**

- e) Seedlings **more than 50 numbers** for individuals and **100 numbers** for environmental NGOs/NGOs, Schools, Govt. Offices, NSS , Eco-Clubs and other concerned agencies shall usually be procured on production of seedlings requisition slip **duly approved and signed by Divisional Forests Officer (DFO)/Deputy Conservator of Forests (DCF) concerned** after payment of **nominal cost as mentioned below at (i).**

Revenue so earned shall be credited into government's account under proper head.

- f) Seedlings between **51-80 numbers** for individuals and **101-200 numbers** for environmental NGOs/NGOs, Schools, Govt. Offices, NSS, Eco-Clubs and other concerned agencies can be procured **free of cost** from the nearest/ most convenient Forest Nurseries on production of seedlings requisition slip **duly approved and signed by Conservator of Forests (CF) concerned.**
- g) Seedlings between **81-100 numbers** for individuals and **201-300 numbers** for environmental NGOs/NGOs, Schools, Govt. Offices, NSS , Eco-Clubs and other concerned agencies can be procured **free of cost** from the nearest/ most convenient Forest Nurseries on production of seedlings requisition slip **duly approved and signed by Additional Principal Chief Conservator of Forests (APCCF)/Chief Conservator of Forests (CCF).**
- h) Seedlings **more than 100 numbers** for individuals and **300 numbers** for environmental NGOs/NGOs, Schools, Govt. Offices, NSS , Eco-Clubs and other concerned agencies can be procured **free of cost** from the nearest/ most convenient Forest Nurseries on production of seedlings requisition slip **duly approved and signed by Principal Chief Conservator of Forests (PCCF).**
- i) Nominal rates per seedling is fixed as below:
- 1 year old - Rs 10
  - 2 years old - Rs 20
  - 3 years or older - Rs 30
- j) Concession for procurement of seedlings in bulk quantity can be availed as below:
- For Individuals:**
- 200-300 nos. - 10% less of the nominal rate
  - 301-500 nos. - 15% less of the nominal rate
  - 501-1000 nos. - 20% less of the nominal rate
  - More than 1000 nos. - 25% less of the nominal rate
- For Other Agencies:**
- 400-500 nos. - 10% less of the nominal rate
  - 501-800 nos. - 15% less of the nominal rate
  - 801-1500 nos. - 20% less of the nominal rate
  - More than 1500 nos. - 25% less of the nominal rate

k) To mark the occasion of **Green Mizoram day** in a grand and befitting manner, All Forest Divisions shall make available as many seedlings as possible to public either at the office complex or any other convenient places easily accessible **for free distribution of Seedlings**. This shall be done either on **10<sup>th</sup> or 11<sup>th</sup> June or both**. However, the maximum limit for free distribution shall be same as that in Sub no. (c) – (h) above or may be fixed by DFO/DCF concerned subject to availability of seedlings but not exceeding the limit mentioned at sub no. (c) – (h).

5. The above guidelines are issued in the interest of public service. All CFs/DFOs/DCFs are expected to disseminate this information to general public within their respective jurisdictions.


**Sd/- LIANDAWLA**

Principal Chief Conservator of Forests (HoD)

Memo No.B.25021/2/2014-PCCF (G)  
Copy to

Dated Aizawl, the 8<sup>th</sup> June, 2021.

- 1) PS to Ho'nble Minister of EF&CC etc. for kind information of Ho'nble Minister.
- 2) PPS to Principal Secretary, EF&CC Department.
- 3) PS to PCCF (HoD)/PCCF (P&D).
- 4) PA to APCCF (WP)/CWLW/CCF(A)/CCF(P&D)/DCF(Hqrs).
- 5) CF(CC)/CF(NC)/CF(SC)/CF (R&D)/CF(WL)/Director, DTR.
- 6) DFOs-Aizawl/Lunglei/Kolasib/Champhai/Thenzawl/Mamit/  
Darlawn/Kawrthah/N.Vanlaiphai/Tabung/Extension/Protection
- 7) DCF (WL)s – Aizawl/Lawngtlai/Khawzawl
- 8) WPO(N)/WPO(S)/ Principal, FTS/Consultant, EF&CC
- 9) DCCFs – CADC/MADC/LADC
- 10) All Assistant Conservator of Forests (ACF)/Range Officers
- 11) Web Manager, PCCF's office for uploading in the website.
- 12) File No.B.13011/1/2012-PCCF(G)
- 13) File No.B.13011/3/2019-PCCF(G)



**(PC LALTANPUIA)**

Deputy Conservator of Forests (Hqrs)  
0389-2323420



**Government of Mizoram  
Environment, Forests & Climate Change Department**



SEEDLINGS REQUISITION SLIP

FOR OBTAINING SEEDLINGS FROM FOREST NURSERIES

1. Name of Applicant (*Individuals/NGOs / Govt dept. etc*) : \_\_\_\_\_  
\_\_\_\_\_
2. Address : \_\_\_\_\_
3. Contact Number : \_\_\_\_\_
4. Number of Seedlings required : \_\_\_\_\_
5. Details of location where to be planted (*Required to be filled up only for seedlings requirement of more than 100 by individuals or more than 300 by NGOs/ Govt. Dept etc.*)

(i) Name of Location : \_\_\_\_\_

(ii) Nearest Landmark : \_\_\_\_\_

(iii) Area (in Hectare) : \_\_\_\_\_

(iv) Status of the land : Govt. Land/Community Land/Private Land/Others

(v) Photos of location (at least 3 photos from different angles): To be attached

(vi) GPS coordinates (At least two points) : \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Name of Applicant \_\_\_\_\_

***For office use only***

***For office use only***

***For office use only***

***For office use only***

6. Approved Number of Seedlings : \_\_\_\_\_

7. Signature of Authorised Officer with seal:

*Range Officer*

*ACF/DCF/DFO*

*CF*

*CCF/APCCF*

*PCCF*