

Procedure for grant of felling permission for establishment of new industry

1. Person intending to fell tree growth existing on the patta land or Government assigned land for establishing new industry in the state of Telangana shall make an application to this effect under WALTA to the concerned Divisional Forest Officer / Designated Officer in the proforma prescribed in the **Annexure-I**. Application in Annexure-I shall be submitted online on the website _____ preferably by using Digital Signature of the applicant or by uploading scanned copy of signed application. For any misuse of digital signature, the applicant will be solely responsible. After successful submission of application online, user ID and password will be generated by the system for login on to the website. The applicant will be able to monitor the status of application online by using user ID and password.
2. An amount of ₹ 50.00 (Rupees fifty only) per tree shall be payable towards inspection fee as prescribed under WALTA Act/Rules or as revised from time to time. The inspection fee shall be paid online through the department's website. A system generated receipt will be made available to the applicant towards the fee paid.
3. If the proposed land for tree felling is recorded as "forest" in any Government record (Revenue/Forest) the provisions of Forest Conservation Act (FCA), 1980, will be attracted as per the orders of Hon'ble Supreme Court in W.P. Civil No.202 of 1995, dated 11.11.1996. In such cases prior permission of Government of India will be essential for felling the trees and conversion of such forest land for any non-forestry purpose. Detailed guidelines and procedure for submitting online application for seeking prior permission from Government of India under F.C.A. are available at Ministry of Environment, Forest & Climate Change (MoEF & CC), Govt. of India's website ***forestsclearance.nic.in***.
4. The applicant shall also enclose the list of trees existing in the proposed land and trees proposed to be felled in **Annexure-II**. If the tree growth proposed to be felled is exempted under WALTA Act/Rule, self-certificate to this effect in **Annexure-I and II** will be sufficient and no further permission for felling of such trees will be required. At presently, trees belonging to Eucalyptus, Subabool and Casuarina species are exempted from tree felling permission under WALTA Act/Rules. For

trees of other species only, prior felling permission from Divisional Forest Officer/Designated Officer under WALTA Act will be required and if such trees are felled without prior permission, the same will tantamount to an offence under the Act and the offender will be liable to be punished under provisions of WALTA Act/Rules and Telangana (Forest Produce) Transit Rules/Telangana Forest Act.

5. Upon submission of application for felling of tree growth in **Annexure-I** along with Certificate of Ownership of trees/forest produce in **Annexure-IV** and Enumeration List of trees to be felled in Annexure-II, an acknowledgement will be generated online in the **Annexure-III** and SMS and e-mail will also be sent to the concerned Divisional Forest Officer/Designated Officer about the receipt of the Application for taking further necessary action.
6. The Applicant will be required to apply to concerned **Revenue Divisional Officer** for issue of **Certificate of Ownership** of Tree growth / Forest Produce existing on the land applied for. The Revenue Divisional Officer will arrange to verify the status of the land and ownership over the tree growth proposed to be felled through Mandal Revenue Officer / Tahsildar. The Mandal Revenue Officer/Tahsildar shall issue “Certificate of Title on Tree growth / Patta Produce” as prescribed under Rule 5(3) of A.P. (Forest Produce) Transit Rules, 1970, in **Annexure-IV**. The Revenue Divisional Officer shall obtain the Certificate of Title on Patta Produce in **Annexure-IV** from the Mandal Revenue Officer/Tahsildar and furnish to the Divisional Forest Officer / Designated Officer concerned.
7. On receipt of Certificate from the Revenue Divisional Officer, the Divisional Forest Officer will verify correctness of online application submitted in **Annexure-I** along with Certificate of Ownership of tree growth / Forest Produce in **Annexure-IV** and Enumeration List of trees to be felled in **Annexure-II** and if any deficiency is noticed, the same shall be informed to the applicant through e-mail within (48) hours. Simultaneously, SMS alert will also be sent to the applicant on the registered mobile number.
8. On receipt of SMS / e-mail about submission of online application in **Annexure-I**, the Divisional Forest Officer/Designated Officer will forward the application through e-mail to the Forest Range Officer concerned within (48) hours of receipt of application in complete shape. The Forest Range Officer will verify the location and extent of Patta land/Government assigned land/Government allocated land, tree

growth, distance from the nearest Reserve Forest etc. The Forest Range Officer will get 100% enumeration of trees proposed to be felled checked through concerned or any other Forest Section Officer. The Forest Range Officer will test check 10% of the trees listed in the Enumeration List on random basis covering the entire area, if the area is less than 2 Ha. However, if the proposed area is more than 2 Ha, the Sub-Divisional Forest Officer/Divisional Forest Officer will also carry out the test check of 10% of the trees in the Enumeration List, in addition to test check done by the Forest Range Officer.

9. In land proposed for industry, if no yield of timber is expected, and by and large only firewood / root wood is expected, the applicant shall lay Sample Plots of 10 M x 10 M size for every 1 acre (0.4 Ha.) of land and arrive at the yield of firewood as well as faggot/root wood as the case may be. Such wood should be stacked in regular shaped stacks for arriving at the accurate yield figures; these should not be heaped irregularly. All the Sample Plots and extracted produce shall be 100% test checked by Forest Section Officer and 20% by the Forest Range Officer.
10. After verification/test check of the Enumeration List & the produce as detailed above, the Forest Range Officer will submit the Inspection Report along with Enumeration List and estimate of yield of Forest Produce (timber and Fire/faggot/root wood) species wise including Bamboo, if any, to the Divisional Forest Officer/Designated Officer in **Annexure-V**.
11. Inspection report of the Forest Range Officer in the prescribed **Annexure-V** shall be submitted to the Divisional Forest Officer concerned online within (48) hours of the inspection and a copy of inspection report shall be sent to the applicant on his registered e-mail address apart from SMS alert. For this purpose, the Forest Range Officer shall preferably use Digital Signature or upload the scanned & signed copy of inspection report on the Department's website.
12. All the expenses towards marking, enumeration, extraction, stacking etc., will be borne by the applicant.
13. On receipt of Inspection Report of tree enumeration list online in **Annexure-V** from the Forest Range Officer, the Divisional Forest Officer/Designated Officer will accord **Tree Felling Permission** within (3) days of receipt of the inspection report. The applicant shall take-up felling of tree growth only after receipt of the permission from the competent authority.

14. As per the provisions of WALTA Act/Rules, applicant shall have to plant **double the number of trees felled** and in case he fails to plant and raise required number of plants, the Designated Officer/Divisional Forest Officer will raise the required number of plants at the cost of applicant. In order to comply with the above provisions under law, the Divisional Forest Officer/Designated Officer will estimate and raise demand and obtain a Security Deposit towards cost of raising required number of plants from the Applicant. On receipt of Demand Notice from the Designated Officer/Divisional Forest Officer, the Applicant shall submit Security Deposit in the shape of a **Bank Guarantee or Demand Draft**. The Security Deposit furnished by the applicant will be refunded on raising the required number of plants and maintaining them for a minimum period of (3) years. In case of failure to raise required number of plants by the applicant, the Security Deposit will not be refunded and the Divisional Forest Officer shall arrange to plant the required number of plants from the Security Deposit available with him and inform the applicant accordingly. For this purpose, the office of Prl. Chief Conservator of Forests (HoFF) will prescribe the Unit rate per tree to be collected for raising and maintenance as required under WALTA. The cost of fencing for the plantation to be raised, will also be included in the cost of raising and maintenance of plantation, if the site is not well protected against biotic interference.
15. The office of Prl. Chief Conservator of Forests (HoFF) will give necessary instructions for arriving at the quantum of Security Deposit towards cost of plantation etc. to be obtained from the applicant.
16. The Divisional Forest Officer/Designated Officer will accord felling permission only after receipt of Security Deposit mentioned above.
17. If the Divisional Forest Officer/Designated Officer fails to accord tree felling permission within the stipulated time, a system generated alert will be sent to Conservator of Forests and Prl. Chief Conservator of Forests (HoFF) through SMS and e-mail for taking necessary action.
18. If the Divisional Forest Officer/Designated Officer rejects application for according felling permission, the applicant may file an appeal to the Conservator of Forests

through online application and the Conservator of Forests shall pass orders within (3) days of receipt of appeal and his decision will be final.

19. For according tree felling permission, following authorities are empowered:

S. No.	Tree species	Authority to give permission to fell tree growth
1.	Eucalyptus, Subabool and Casuarina	No permission required, Self-Certification from the applicant is sufficient.
2.	Trees other than Teak, Rosewood, Red Sanders, Sandalwood	Forest Range Officer/Designated Officer under WALTA up to (20) Nos. of trees.
3.	Trees exceeding (20) Nos. other than Teak, Rosewood, Red Sanders, Sandalwood.	Divisional Forest Officer/Designated Officer.
4.	Tree species belonging to Teak, Rosewood, Red Sanders, Sandalwood	Divisional Forest Officer / Conservator of Forests / Prl. C.C.F. as per existing norms under T.S. Forest Produce Transit Rules.

20. After obtaining permission for felling tree growth from the competent authority, the applicant will take up tree felling and submit application to the Divisional Forest Officer for issue of Transit Permits under T.S. (Forest Produce) Transit Rules.

21. For issuing Transit Permits, the Forest Range Officer / Divisional Forest Officer concerned shall follow the provisions under T.S. (Forest Produce) Transit Rules and the instructions / Circulars issued by the Principal Chief Conservator of Forests from time to time.

22. All the tree felling permissions accorded will be posted on the website for the Department in public domain for viewing by the 3rd party.

23. Detailed guidelines on tree felling permission for establishment of industry starting from submission of application till issue of felling permission by competent authority will be posted on the Forest Dept.'s website as well as the website of the Industry Dept.

24. Entire process will be web enabled and at no stage Applicant will be required to visit any of the Forest Dept. offices or meet Officers in person.

ANNEXURE I

APPLICATION FORM FOR FELLING OF TREE GROWTH

1. Name of the Applicant/Firm/Company
2. Father's Name:
3. Age in completed years:
4. Complete postal address of the Applicant:

5. Contact Number of Applicant:
 - a. Phone
 - b. Mobile
6. E-mail ID of the Applicant:
7. Photo I.D. of Applicant: PAN/Aadhar/Voter I.D./Driving License/Passport.

8. Address/Location of premises/Land/Plot where tree felling is proposed
 - a) Survey No./Plot No./Door No.
 - b) Classification of the land
 - c) Village/Street
 - d) Mandal/Municipality/Municipal Corporation
 - e) District
 - f) Latitude and Longitude of premises
 - g) Boundary description:

North	
South	
East	
West	

9. Whether it is recorded as **Forest** (Adavi poramboke/ Mysoora etc.) in any government record?
10. Category of Premises (Please tick the relevant):
 - (a) Industrial – New proposed or existing.
 - (b) Commercial
 - (c) Institutional
 - (d) Others - Specify
11. Area of the Premises

12. No. of trees and species proposed to be felled:

Tree Species	No. of Trees existing in the premises/plot	No. of Trees proposed for felling	Whether exempted from WALTA or not.
(1)	(2)	(3)	(4)

13. Age (approximate) of the tree proposed to be felled:

14. Reason for proposing to fell the tree/trees:Details of the Payment of fee for tree felling.

15. Whether enumeration list of trees to be felled in Annexure-II enclosed: YES/NO.

16. Whether surveyed sketch map of the land enclosed: YES/NO.

17. Whether location map of the land enclosed: YES/NO.

18. Whether **Certificate of Ownership over Forest Produce** issued by MRO/Tahsildar attached : YES/NO.

CERTIFICATE

I hereby certify that the species and other details of trees as disclosed above are correct to the best of my knowledge and other information furnished above is true and correct.

I further certify that trees proposed for felling only consists of Eucalyptus/Subabool/Casuarina for which prior permission is not required under the provisions of WALTA / Rules. (Strike off, if not relevant)

I undertake that I shall replant immediately tree / trees in place of the trees felled as per T.S. WALTA Rules, failing which, plants will be raised by the Authority / Designated Officer at my cost.

Place:

Date:

Signature.

Name of the Applicant:

ANNEXURE II

ENUMERATION LIST OF TREES TO BE FELLED

Survey No./Plot No./Door No.:

Village/Street:

Mandal/Municipality/Municipal Corporation:

District:

Latitude and Longitude of premises:

Forest Range:

Forest Division:

Tree No.	Species	Estimated length of timber	Girth	Estimated volume of Timber	Estimated Firewood/Root Wood/Faggot	Pole
(1)	(2)	(3)	(4)	(5)	(6)	(7)

ACKNOWLEDGEMENT

Received application for felling of tree growth from Sri

_____ S/o _____ R/o _____

for felling of trees in the following land/premises.

Survey No./Plot No./Door No.

Village/Street:

Mandal/Municipality/Municipal Corporation:

District:

Latitude and Longitude of premises:

Forest Range:

Forest Division:

Date of receipt of application:

Divisional Forest Officer
----- Division.

CERTIFICATE OF OWNERSHIP OF TREE/FOREST PRODUCE

- 1) Name of the Applicant:
- 2) Name of the Landholder:
- 3) Particulars of the Land:
 - a) Sy. No. :
 - b) Extent :
 - c) Village :
 - d) Mandal :
 - e) District :
 - f) PPB No. / TD No. :
 - g) Khata No. :
- 4) Classification of the Land:
(As per Sethwar / Khasrapahani)
- 5) Whether the land is falling
Within the forest area:
- 6) Nature of acquisition:
Lease / Allotment / Assignment / ORC Purchase
- 7) Location Sketch of the Land showing
The planted area:
- 8) Whether the land is free from all encumbrance:
- 9) Details of Court / Title disputes, if any:
- 10) No. of trees existing on the land:
- 11) Proposed land recorded as "Forest" (Adavi poramboke / Mysoora etc.) in the revenue record: YES/NO.

I have inspected the land and examined the records and the documents submitted by the applicant Sri _____
S/o _____ R/o _____. The Landholder is entitled to the timber and other forest produce existing on the land mentioned above.

TAHSILDAR.

ANNEXURE V

INSPECTION REPORT OF ENUMERATION LIST OF TREES TO BE FELLED

Date of inspection/Test check –

Name and Designation of inspecting officer -

Survey No./Plot No./Door No. -

Village/Street -

Mandal/Municipality/Municipal Corporation -

District -

Latitude and Longitude of premises –

Forest Range –

Forest Division –

Name of nearest Reserve Forest –

Distance from nearest Reserve Forest –

Is the proposed land recorded as forest in revenue record or forest record – YES/NO.

Details of test checking carried out –

Species	Serial No. of Trees test checked	Remarks
(1)	(2)	(3)

Estimation of Timber/Firewood/Root Wood/Faggot:

Species	Number of Trees/Bamboo recommended for felling	Estimated volume of timber (Cum.)	Estimated volume of Firewood (Cum.)	Estimated volume of Root Wood / Faggot (Cum.)	Pole	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Date:

Forest Range Officer,
Name of Range .

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Online submission of application in Annexure-I along with Annexure-II and Annexure-IV and online payment of towards inspection fee for the trees to be felled and generation of user ID and password and SMS/e-mail alert to the applicant and D.F.O. Online generation of acknowledgement in Annexure-III.



Within (48) hours

Divisional Forest Officer forwarding application through e-mail to Forest Range Officer. SMS/e-mail alert to the applicant.



Within (3) days

Inspection of proposed site for felling and test checking by Forest Range Officer and Forest Section Officer.



Within (48) hours

Submission of online inspection report in Annexure-V by the Forest Range Officer to the Divisional Forest Officer and copy to the applicant through e-mail and SMS alert.



Within (48) hours.

Issue of Demand Notice by the Divisional Forest Officer/Designated Officer for security deposit by the applicant towards cost of replanting and maintenance by e-mail and SMS alert.



Max. (7) days

Submission of security deposit by the applicant.



Within (48) hours

According or refusing felling permission to the applicant on receipt of security deposit and inspection report from F.R.O. in Annexure-V through e-mail and SMS alert.



Max. (7) days

Submission of appeal to the Conservator of Forests in case of disagreement with the order of Divisional Forest Officer by the applicant.



Within (3) days

Disposal of appeal by the Conservator of Forests through e-mail and SMS alert.