

HIMACHAL PRADESH FOREST DEPARTMENT

**JICA assisted Project for Improvement of Himachal Pradesh Forest Ecosystems
Management & Livelihoods**

NOTICE INVITING APPLICATIONS

An agenda for hiring the services of ret'd. Forest Officer for the post of Programme Manager (Forestry & Biodiversity) against the vacancy created due to relinquishing of the job by holder of the post had been placed before the 5th Governing Body meeting held on 06.04.2021.

Consequent upon the approval of Governing Body applications are invited from the interested retired Forest Officers (at least HPFS or above) for the post of **Programme Manager (Forestry and Biodiversity)** to be posted in the office of Chief Project Director PIHPFEM &L (JICA) Potter's Hill, Shimla-171005.

The appointment will be purely on contract basis for the period till new incumbent is provided by the outsourcing agency. The retired Forest Officer will be paid fixed emoluments @ Rs. 50,000/- per month out of the project funds.

Interested retired Forest Officers may apply to the Chief Project Director (JICA assisted PIHPFEM&L) Potter's Hill, Summer Hill, Shimla-5 within 15 days along with their resume from the date of issuing of this notice. Date of interview will be intimated separately to the applicants.


The JICA assisted Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods (PIHPFEM&L) is being implemented in 18 Forest Divisions of 7 Forest Circles falling in six Districts (i.e. Kinnaur/Shimla/Bilaspur/Mandi/Kullu & Lahaul Spiti) of the State. Number of activities of the Project including Nursery Improvement, Seedling Production, Advance works, Plantations, Soil Moisture Conservation works, Microplans preparation, Biodiversity Conservation works, Capacity Building & Trainings, Monitoring etc. are being carried out in the field.

The Key responsibilities for the post are:-

- FPMP aspect of the Microplans.
- Micro-planning design templates, guidelines and manual, monitoring & reporting and capacity building with other stakeholders.
- Evaluation of Monthly, quarterly, half yearly and yearly Reports submitted by Project Management Consultancy and other agencies.
- To monitor the job assignments of the PMCs and other institutions as per the contract.
- Verification of all the bills raised by the PMCs and other institutions commensurating with the assignments.

- Assist in Annual Planning and Implementation of PFM and Departmental mode activities in the field.
- Promotion of Forestry Models and NTFP interventions in Project areas.
- Get the Creation of people's biodiversity register done.
- Preparation and Floating of RFPs.
- Soil Water Conservation works & its documents.

Chief Project Director JICA assisted Project for Improvement of Himachal Pradesh Forest ecosystems management and Livelihoods (PIHPFEM&L) is authorized to discontinue the services of engaged Forest officer, if his performance is not found satisfactory.



 Chief Project Director (JICA-PIHPFEM&L)
 Potters' Hill, Summer Hill, Shimla-5
 e-mail-cpdjica2018hpfd@gmail.com
 Ph. No.-0177-2831217/2832217

Endst. No. Ft./JICA/Retd. Forest officer/ 1024

Dated Shimla, the 02-07-2021

Copy is forwarded for information and further necessary action to:

1. Pr. Chief Conservator of Forests (HoFF), Shimla-1.
2. MD, HPSFDC, Kasumpti, Himachal Pradesh.
3. All PCCFs/APCCFs/CCFs/CFs/DFOs in H.P.
4. All Retd. Forest Officers whose addresses are available in this office/E-1 Talland.
5. Website of JICA Project.
6. Notice Board of O/o CPD (JICA-PIHPFEM&L).


 Chief Project Director (JICA-PIHPFEM&L)
 Potters' Hill, Summer Hill, Shimla-5
 e-mail-cpdjica2018hpfd@gmail.com
 Ph. No.-0177-2831217/2832217