

WELL DEFINED INSPECTION PROCEDURE AND CHECKLIST FOR FELLING AND SELLING OF SANDALWOOD TREES TO THE GOVERNMENT

1. After the receipt of the application with relevant documents (mentioned below in the check-list) from the DFO, the Forest Range Officer (FRO) shall inform the applicant the date of inspection (SMS to the registered Mobile).
2. The applicant shall be available on the specified date of inspection and shall provide all the originals of the submitted documents for the FRO to verify.
3. The applicant shall accompany the FRO during the field visit and show the trees proposed to be sold and assist the FRO to mark such trees for extraction.
4. FRO shall submit the inspection report **within 15 days** on receipt of the application from the DFO.
5. **Within 10 days** on receipt of the FRO report, the District Forest Officer (or) the Assistant Conservator of Forests shall check at least 10% of the Sandalwood trees (i.e., one in every ten trees) proposed to be sold and upload the inspection **report within 48 hours**. (The applicant shall accompany the DFO during the field visit).

CHECK LIST

1. Certificate of Ownership of Land in which Sandalwood trees are grown, as issued by Tahsildar.
2. Extract of Chitta/Adangal.
3. Field Measurement Book (FMB) sketch of Patta Land.
4. Copy of Deed of Tenancy, Lease and Mortgage with Possession or otherwise executed in favour of the owner of the sandalwood trees.
5. List of sandal wood trees to be sold.

Sandal wood Tree number	Girth at 1.37m height from ground level (in cm)	Height (m)	Age of the tree

WELL DEFINED INSPECTION PROCEDURE AND CHECKLIST FOR FELLING OF BLACK WOOD, ROSE WOOD, SILVER OAK, RED SANDERS AND TEAK TREES

1. After the receipt of the application with relevant documents (mentioned below in the check-list), the concerned District Forest Officer or the Assistant Conservator of Forests (ACF) or the Forest Range Officer (FRO) shall inform the applicant the date of inspection (SMS to the registered Mobile Number).
2. The applicant shall be available on the specified date of inspection and shall provide all the originals of the submitted documents for the DFO/ACF/ FRO to verify.
3. The applicant shall accompany the DFO/ACF/FRO during the field visit and show the trees proposed to be felled.
4. Fulfilling all the criteria, the DFO should upload the Felling Permission (NOC) **within 18 days** on receipt of the Application from the Applicant.

CHECKLIST

1. A certificate of ownership of the land in which the tree(s) are grown, as issued by the Tahsildar;
2. Extract of Chitta / Adangal;
3. FMB Sketch of the patta land;
4. A copy of the deed of tenancy, lease, mortgage with possession or otherwise executed in favour of the owner of the tree(s);
5. List of tree(s) proposed to be cut.

Tree number	Tree species name	Girth at 1.37m height from ground level (in cm)	Height (m)	Age of the tree