

User Manual for Wild Life Clearance Role Name- Deputy Inspector General of Forests (DIGF), Inspector General of Forests (IGF)





### Purpose of the manual

This manual aims at providing step-by-step instructions that would aid in navigating through the Deputy Inspector General of Forests (DIGF), Inspector General of Forests (IGF) dashboard. It also covers detailed information about operations, standards & guidelines, and functionalities of the envisaged PARIVESH portal, as presented to the DIGF, IGF





## Workflows in WL

### WORKFLOW 1

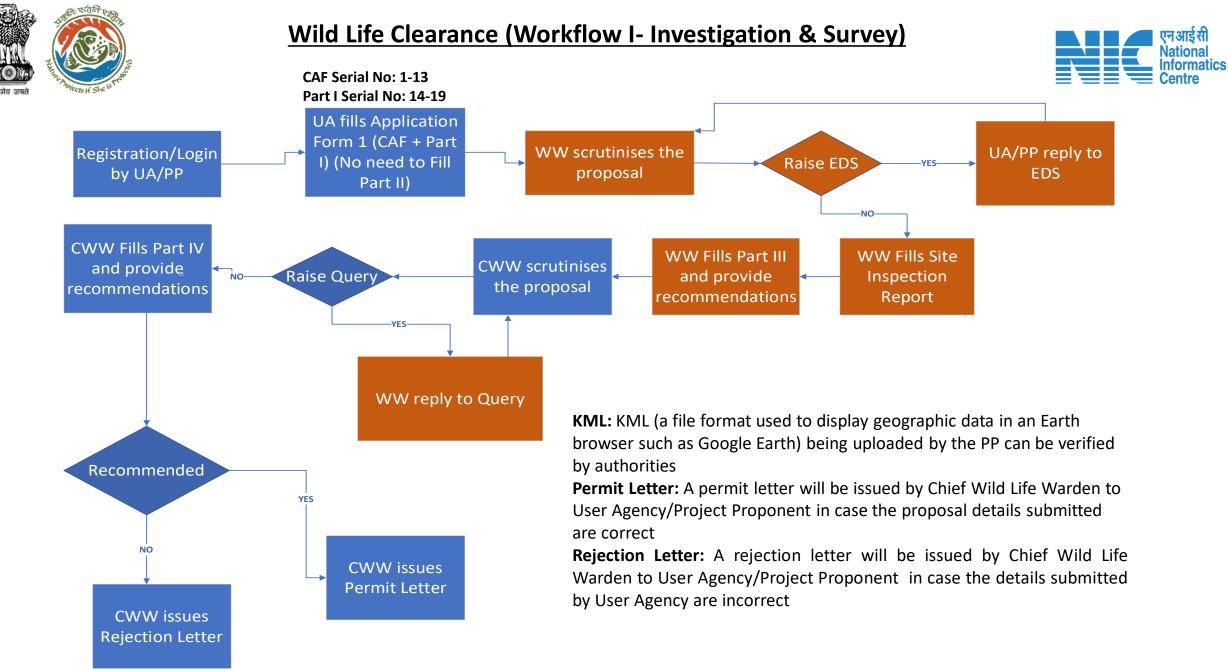
INVESTIGATION & SURVEY (Without any physical disturbance)

### WORKFLOW 2

Drinking Water Supply, Optical Fibre Cable (Below Ground, Falling under the right of way) Power Transmission line/Telecommunication line (Below Ground, upto 11 KV, Falling under the right of way)

### **WORKFLOW 3**

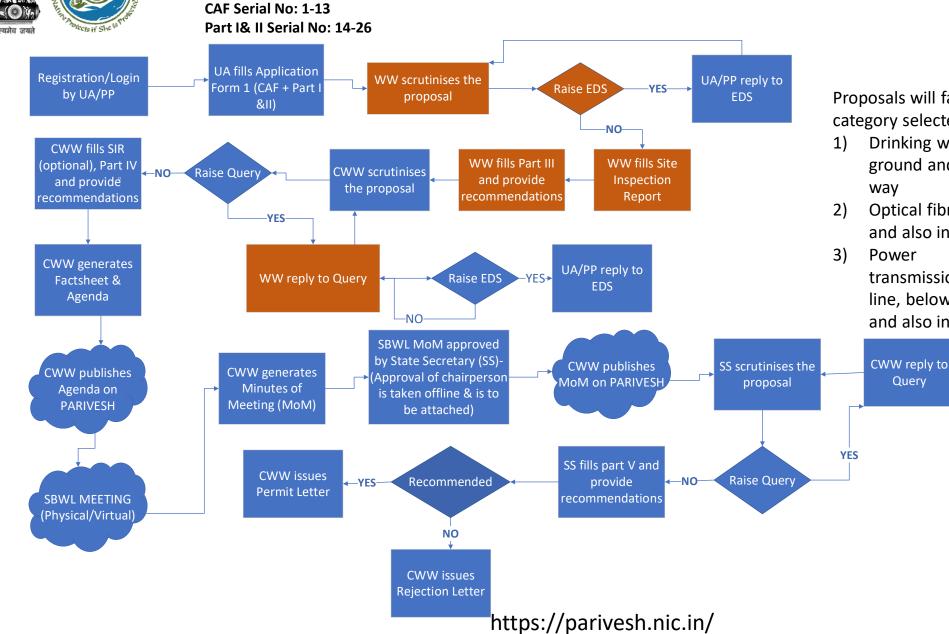
All other Proposals





#### Wild Life Clearance (Workflow II- SBWL)





Proposals will fall in Workflow II if the category selected by user will be –

- Drinking water supply, below ground and also includes right of way
- 2) Optical fibre cable , below ground and also includes right of way

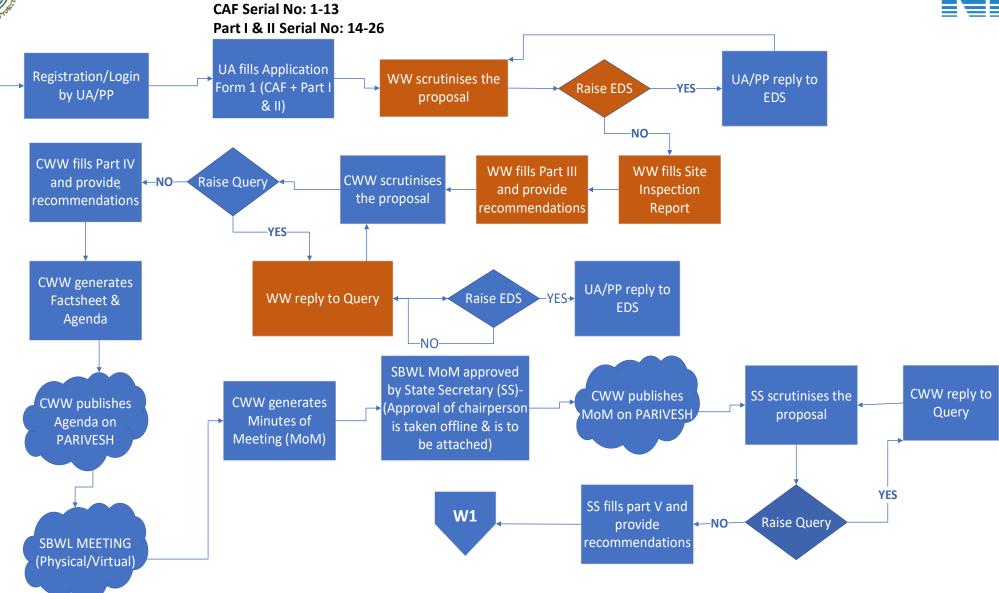
transmission/telecommunication line, below ground, upto 11 KV, and also includes the right of way

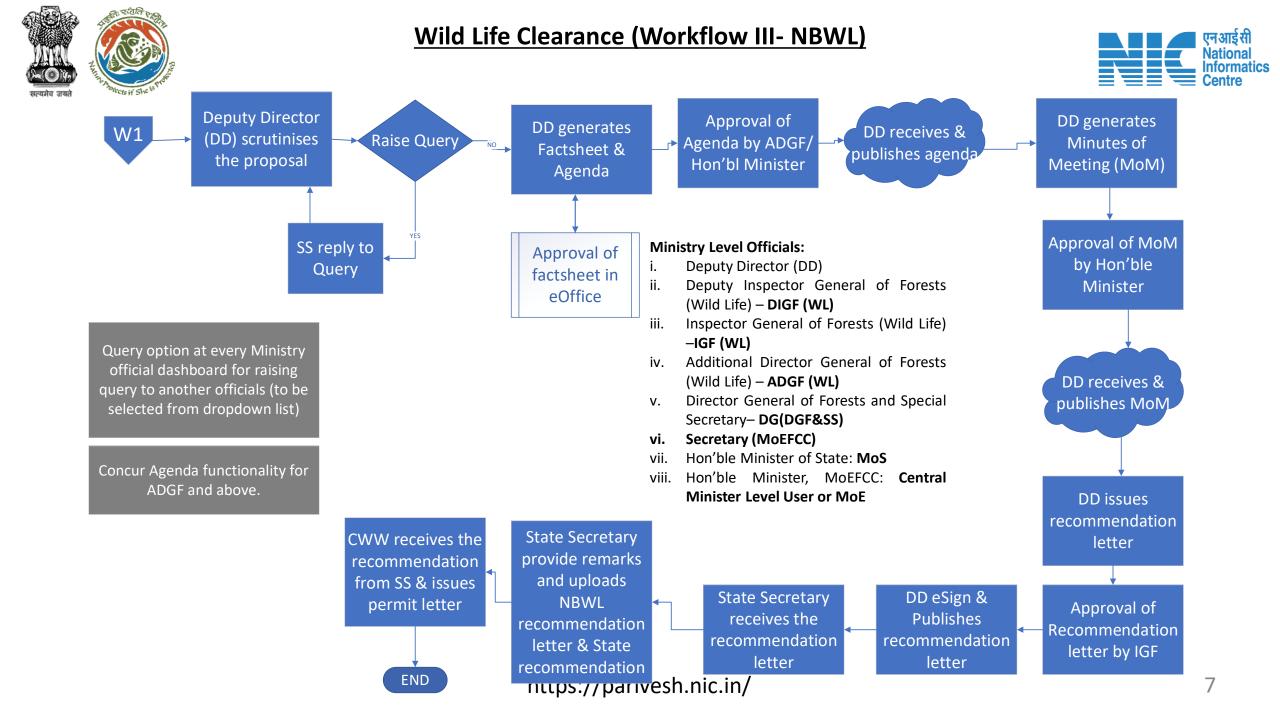
#### Wild Life Clearance (Workflow III- NBWL)

2016

Start











## Wild Life Clearance- Wild Life Warden





#### **Roles in Wild Life Clearance-**

1. User Agency/Project Proponent

#### State Level:

- 1. Wild Life Warden (WW)
- 2. Chief Wild Life Warden (CWW)
- 3. State Secretary (SS)

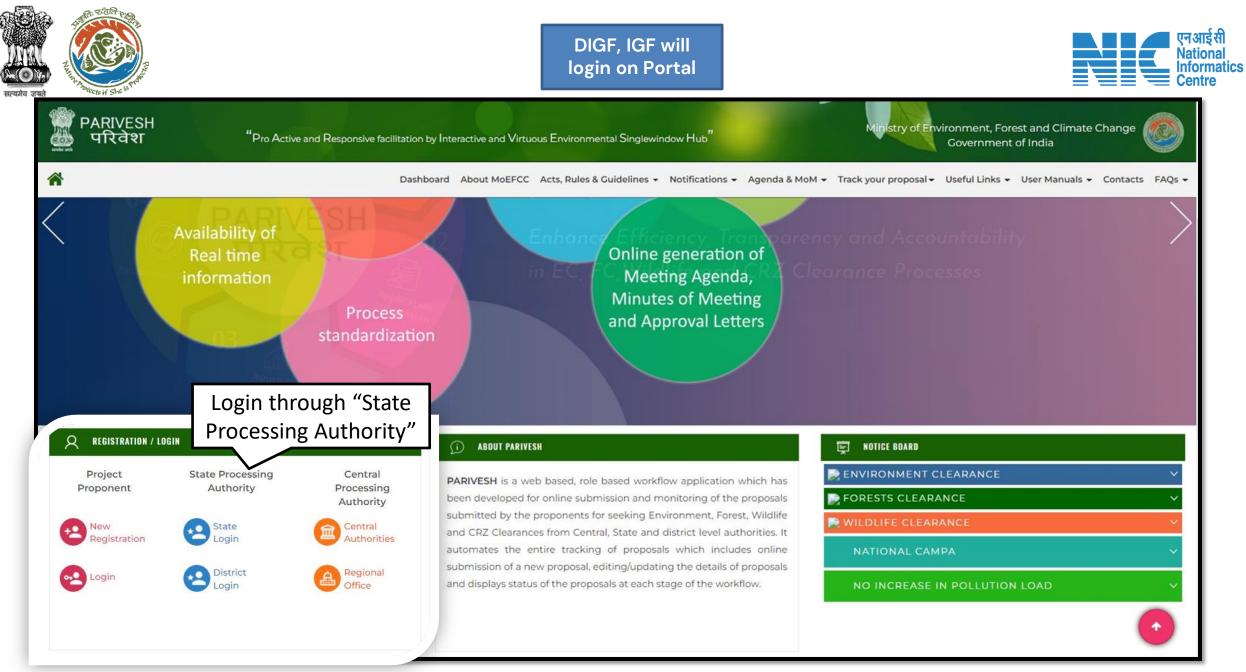
#### Ministry Level:

- 1. Deputy Director (DD)
- 2. Deputy Inspector General of Forest (DIGF)
- 3. Inspector General of Forest (IGF)
- 4. Additional Director General of Forest (ADGF)
- 5. Director General of Forest (DGF)
- 6. Secretary
- 7. Hon'ble Minister of State: MoS
- 8. Hon'ble Minister, MoEFCC: Central Minister Level User or MoE







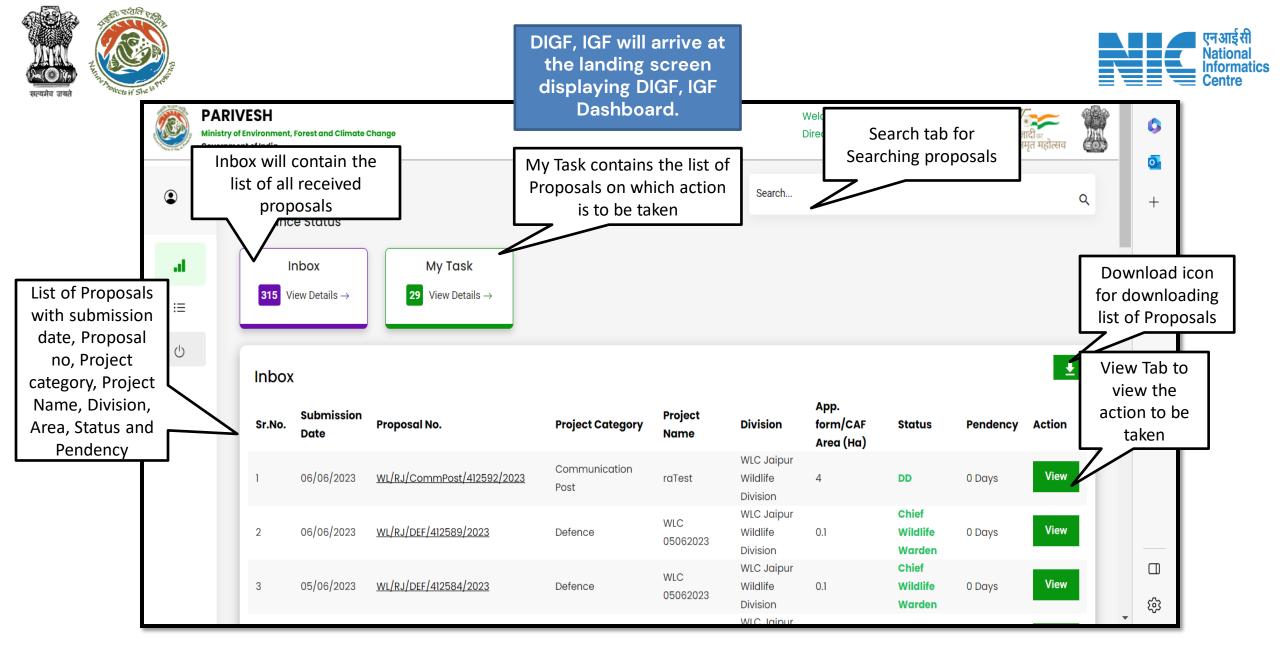


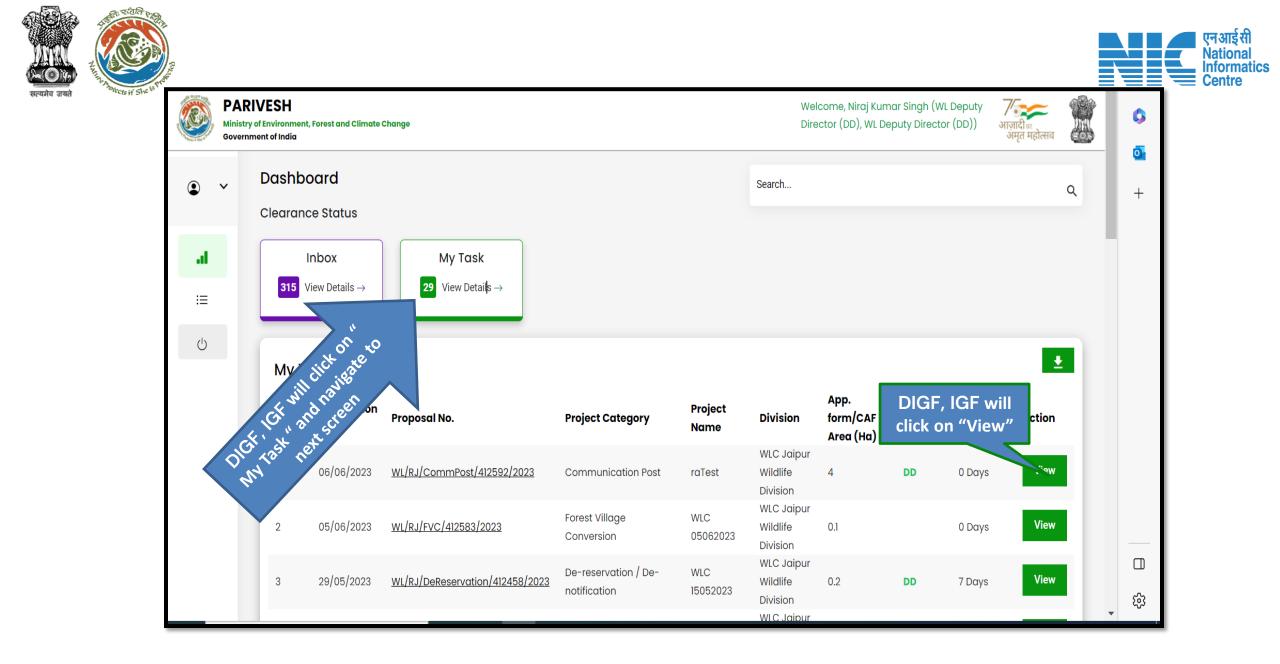




English

#### DIGF, IGF will enter the PARIVESH login and password to Ministry of Environment, Forest and Climate Change get the next screen after Government of India successful login Log In Login Id \* Password PARIVESH 0 ..... Forgot Password? **Pro Active and Responsive facilitation by** Interactive and Virtuous Environmental iMel3h + + Enter Captcha **Single window Hub ATTENTION: Existing Users** A single window integrated system for Environment, Forest, Wild Life & LOGIN **CRZ Clearance Process**

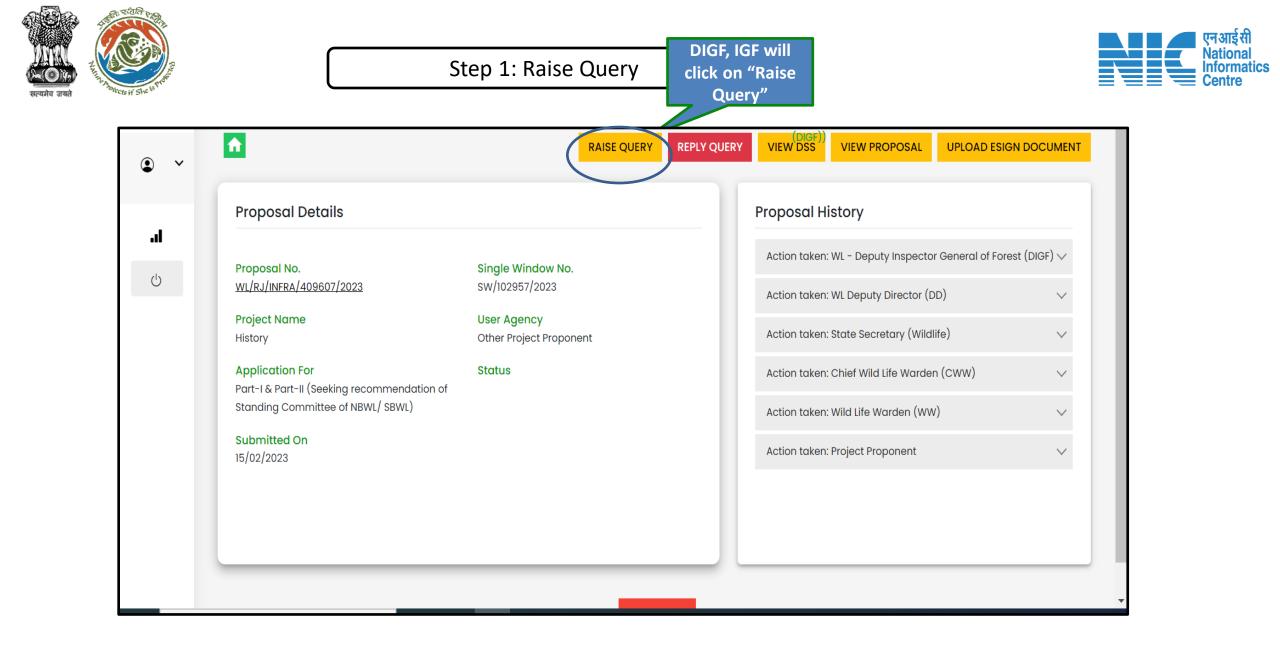








# DIGF, IGF (Raise Query)





# Step 2: Filling Query details and attaching document (if reqd)

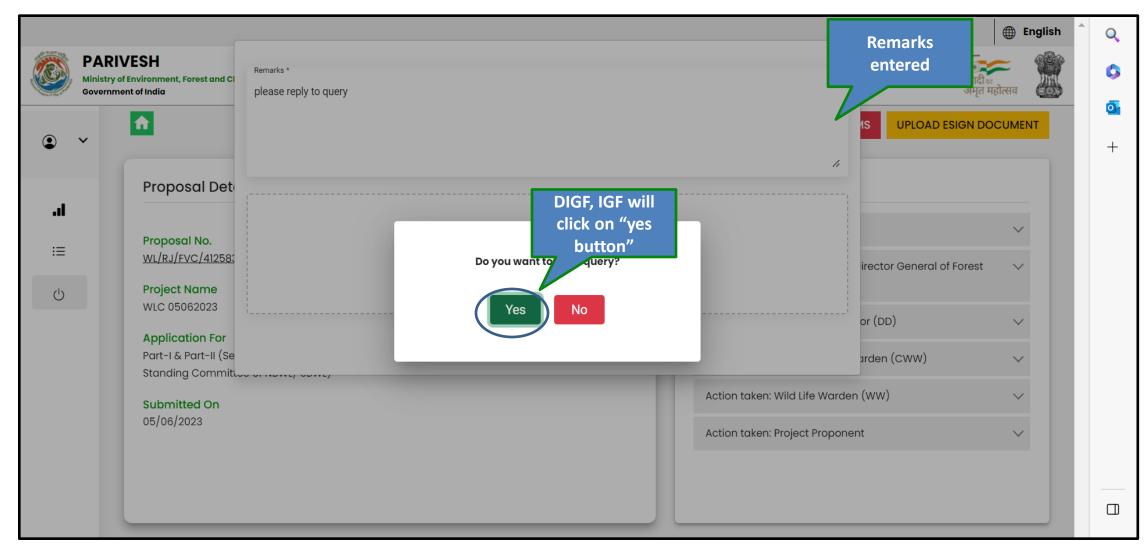






#### Step 3: Click on ok button

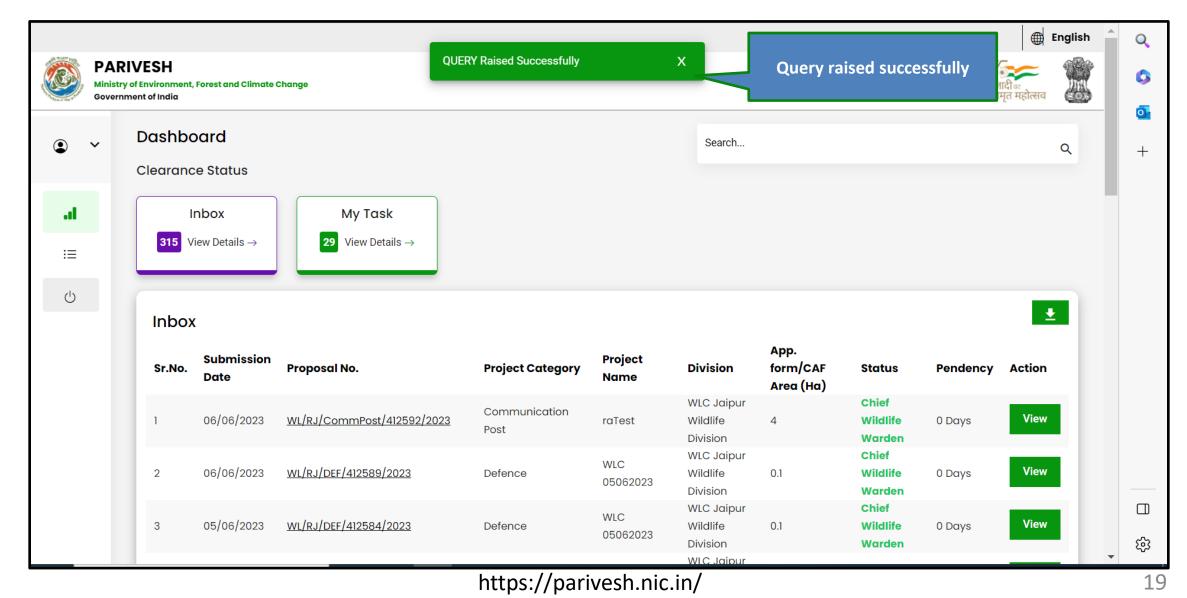






#### Step 3: Confirmation message for raising query







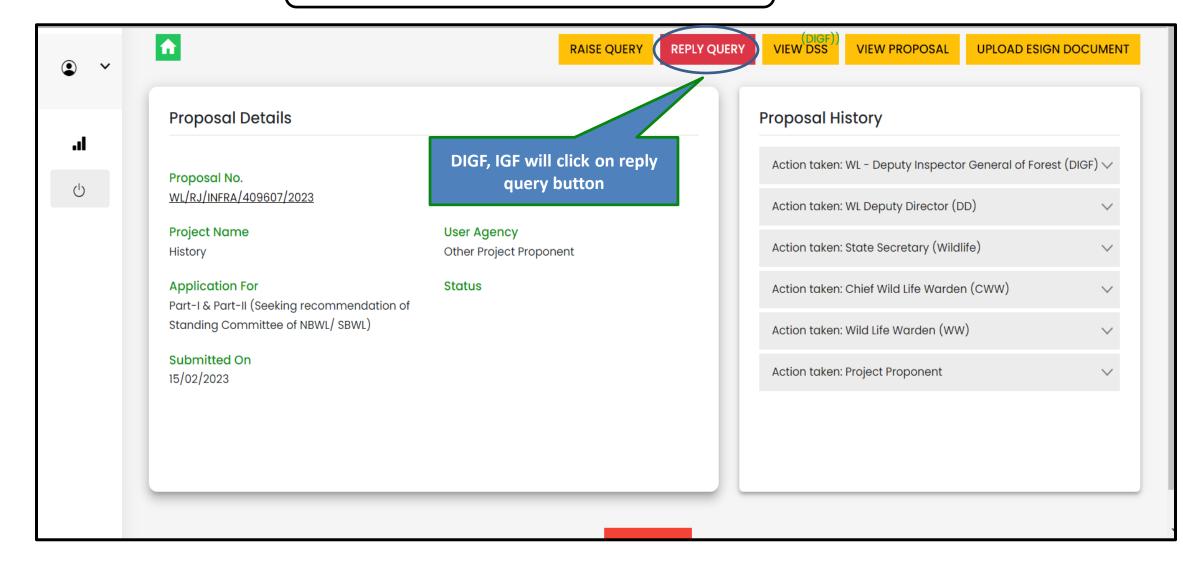


# DIGF, IGF (Reply Query)



#### Step 1: Reply query raised by officials

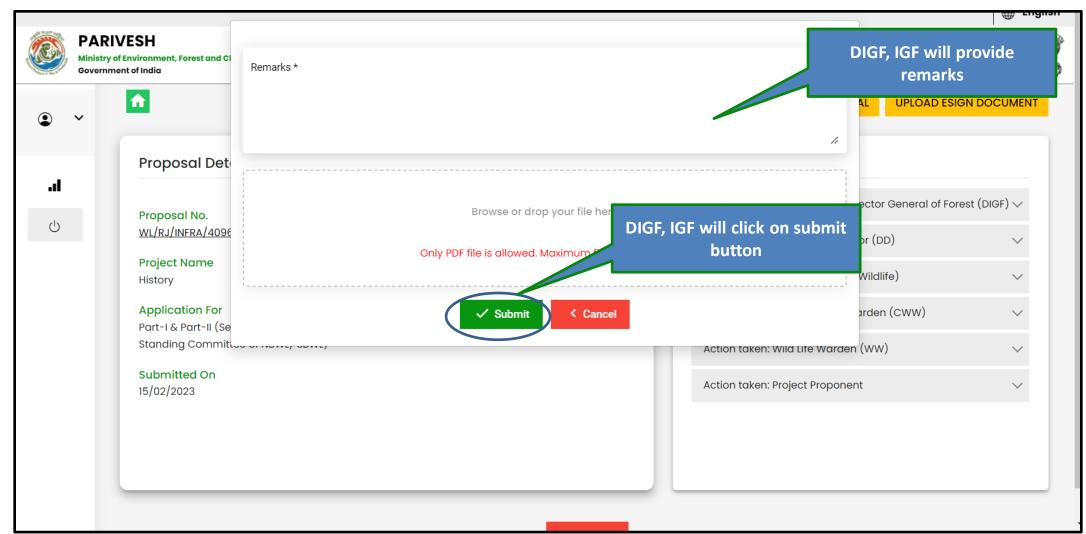






#### Step 2: Submit reply

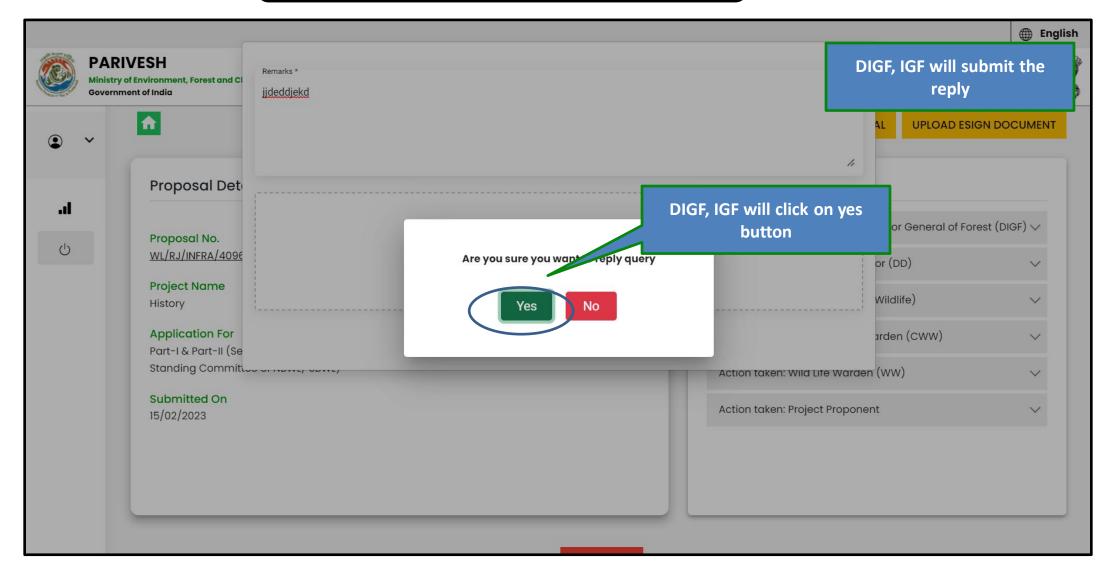






#### Step 3: Submit reply







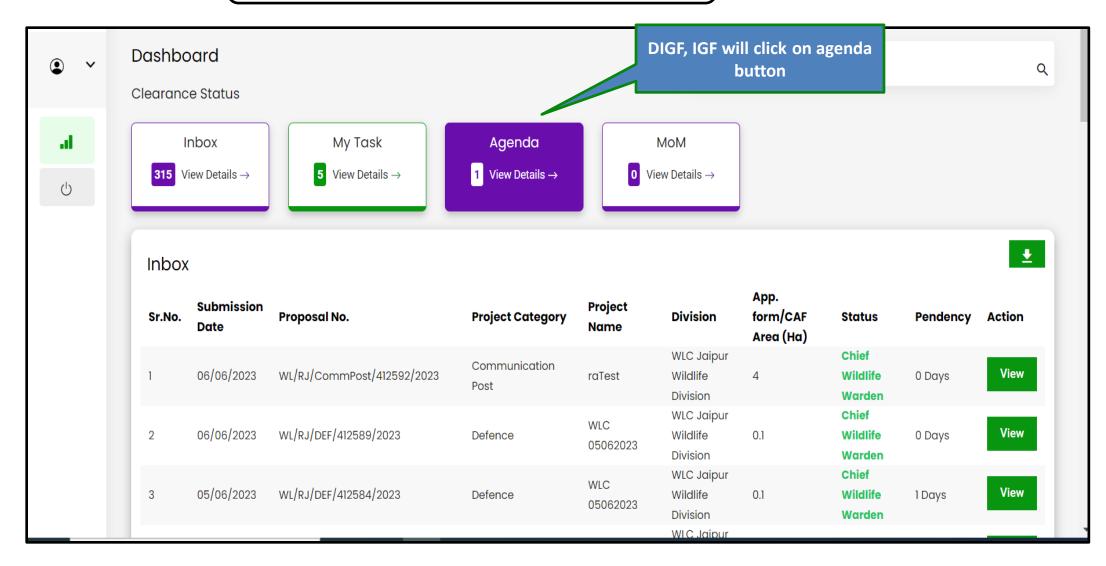


# DIGF, IGF (Edit Agenda)



#### DIGF, IGF will receive Agenda

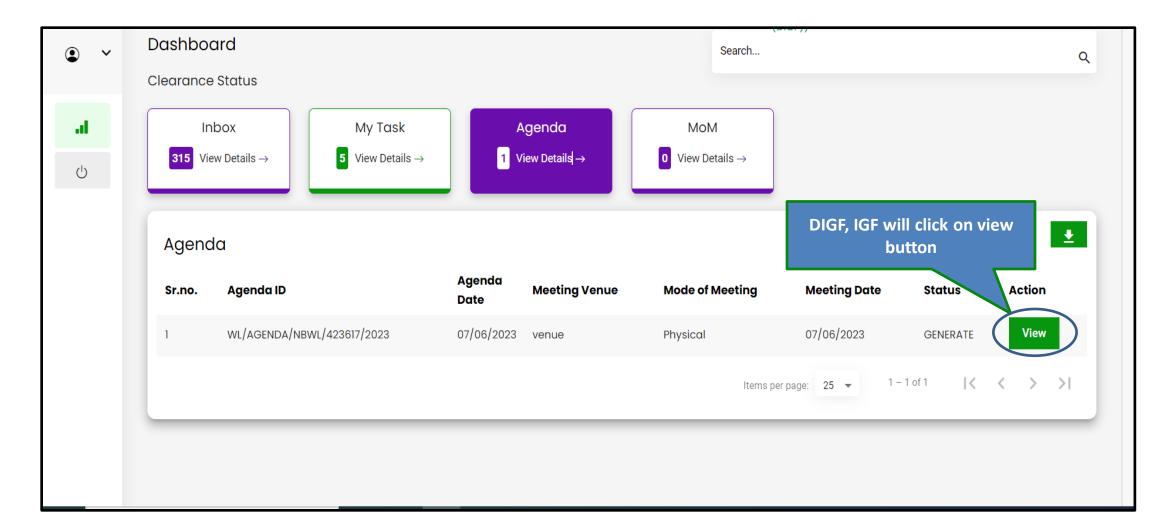






#### Step 1: DIGF, IGF will click on view button









DIGF, IGF will edit the Agenda if required	Agenda for the	12 National Board for Wild	meeting of the Standing Committee of Life
<b>h</b> .	Title of Meeting	Title of the Meeting * title	4
	Meeting Mode	Meeting Mode * Physical	-
	Meeting Venue	Meeting Venue * Venue	<i>i</i> ,
	Meeting Date	DD/MM/YYYY* 07/06/2023	
	Meeting Time	Meeting Time 13:08	C



#### Step 3: DIGF, IGF will forward the agenda

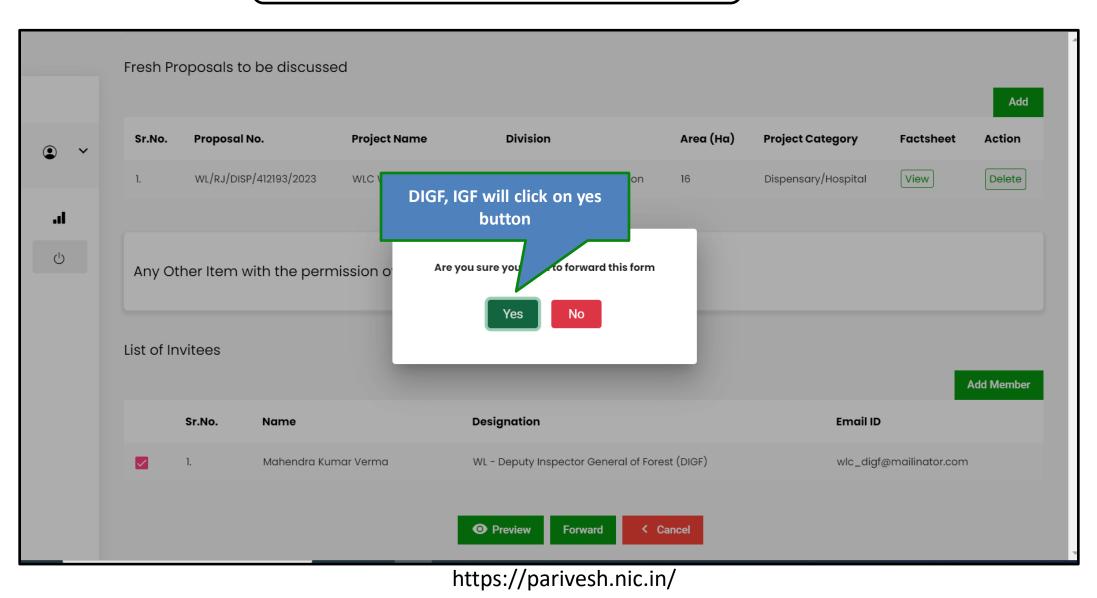


• •		Sr.No.	Proposal No.	Project Name	Division	(DIG Area (Ha)	F)) Project Category	Factsheet	Action
		1.	WL/RJ/DISP/412193/2023	WLC Workflow 3 Testing	WLC Jaipur Wildlife Division	16	Dispensary/Hospital	View	Delete
.1									
Ċ		Any Oth	ner Item with the perm	ission of the Chair					
	L	ist of Inv	vitees					A	.dd Member
			Sr.No. Name		DIGF, IGF will forward t Agenda if required	he	Email ID		
	Pr		functionality before varding agenda	Verma			wlc_digf∉	omailinator.com	
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# Step 4: Confirmation message for forwarding the agenda

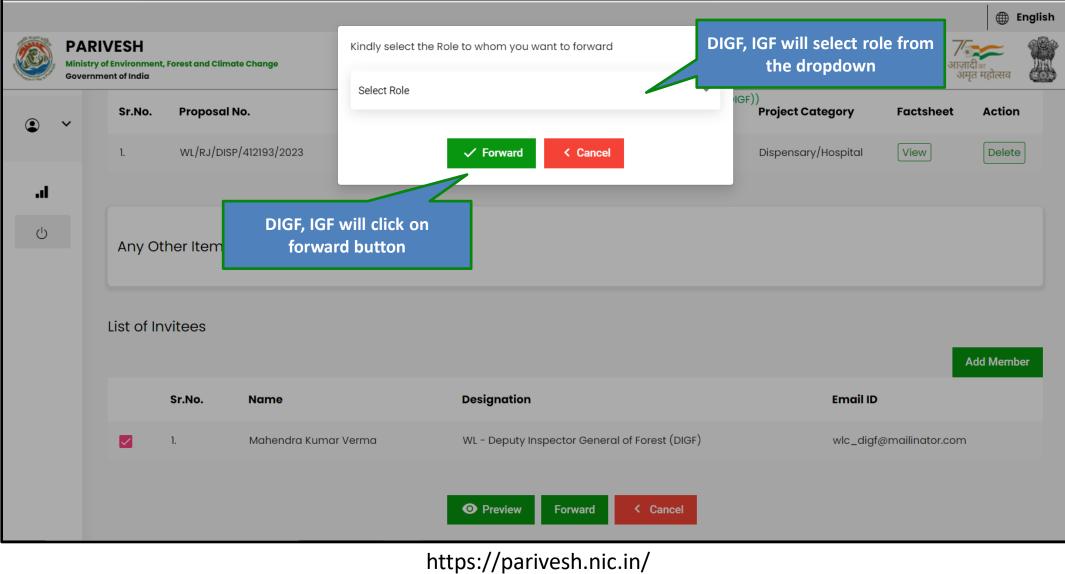






#### Step 5: Select role from the dropdown and click on forward button





सत्यमेव जयते	Received for the large			Agenda for	rwarded succes	sfully			nda forwar successfully			एन आई सी National Informatics Centre
	Ministr	RIVESH stry of Environment rnment of India	nt, Forest and Climate C		Submitted Successfully			Welcome, Mahena Deputy Inspector WL - Deputy Inspe	ndra Kumar Verr r General of Fore	rma (WL - 🏹 rest (DIGF), आज़	English जिल्लावीक समृत महोत्सव	
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,		Inbo	X								•	
		Sr.No.	Submission Date	Proposal No.	Project Category	Project Name	Division	App. form/CAF Area (Ha)	Status	Pendency	Action	
		1	06/06/2023	WL/RJ/CommPost/412592/2023	Communication 3 Post	raTest	WLC Jaipur Wildlife Division	4	Chief Wildlife Warden	0 Days	View	
		2	06/06/2023	WL/RJ/DEF/412589/2023	Defence	WLC 05062023	WLC Jaipur Wildlife Division	0.1	Chief Wildlife Warden	0 Days	View	
		3	05/06/2023	WL/RJ/DEF/412584/2023	Defence	WLC 05062023	WLC Jaipur Wildlife Division WIC Jaipur	0.1	Chief Wildlife Warden	1 Days	View	4



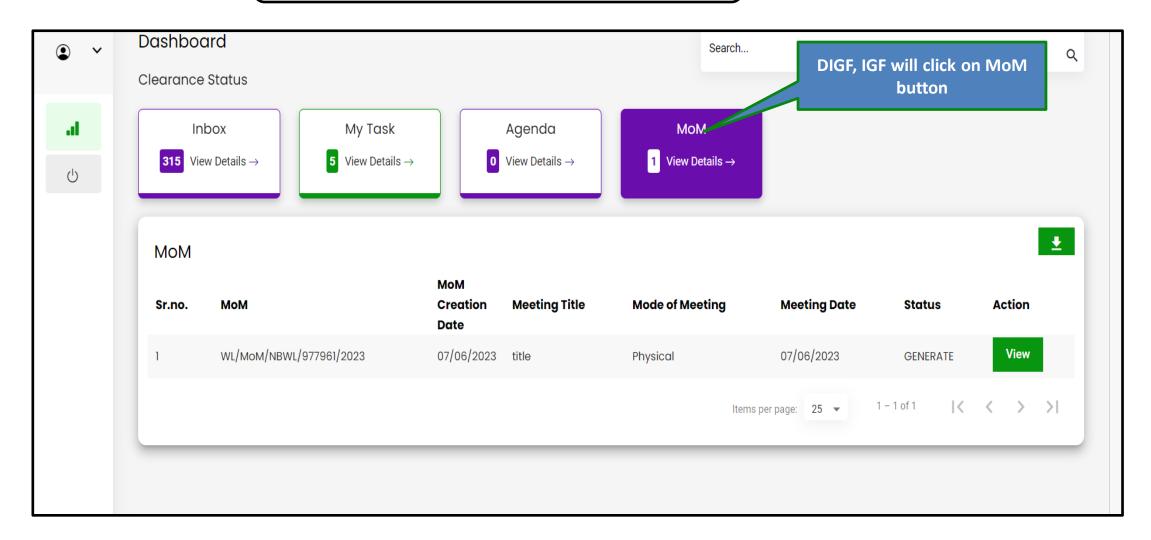


# DIGF, IGF (Provide Recommendation & Edit MoM)





#### DIGF, IGF Dashboard







#### DIGF, IGF Dashboard

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	Clearance Status			
al	Inbox My	Task Agenda	МоМ	
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	МоМ			GF, IGF will click
	Sr.no. MoM	MoM Creation Meeting Title Date	O Mode of Meeting Meeting	n View button Action
	1 WL/MOM/NBWL/977961/2023	07/06/2023 title	Physical 07/06/2023	GENERATE View
			Items per page: 25 💌	1-1of1  < < > >



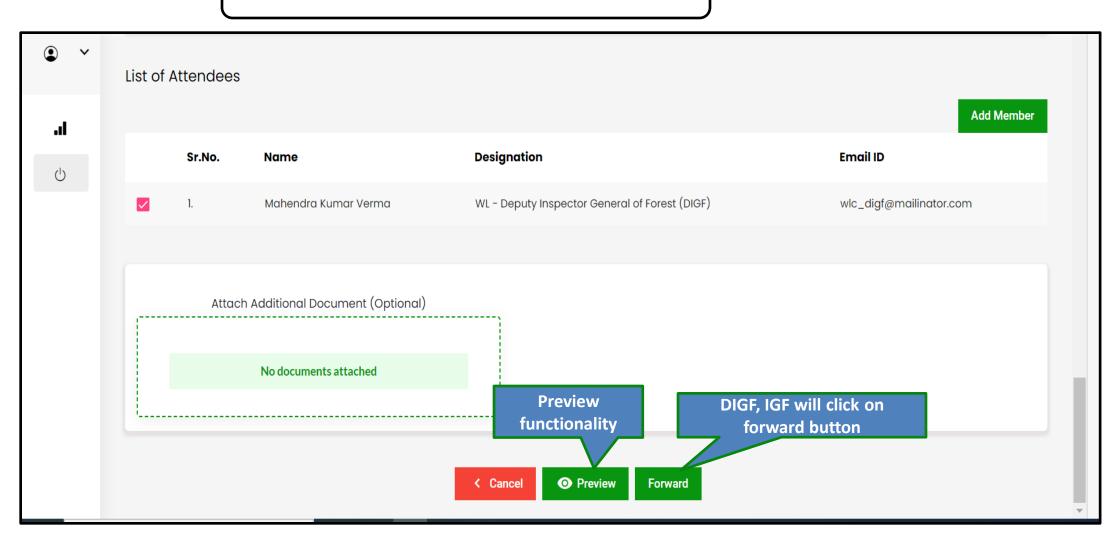


• •	Minutes of meeting 12	of the Standing Committee of					
	National Board for Wild Life						
<b>ا</b> ا۔ ن	Title Of Meeting title	Agenda ID WL/AGENDA/NBWL/423617/2023					
	Meeting Mode Physical	Meeting Venue Venue					
	Meeting Date 07/06/2023	Meeting Time 13:08					
	Opening Remarks mmgf;lfmg;lfms	DIGF, IGF will edit minutes of meeting and provide recommendations					





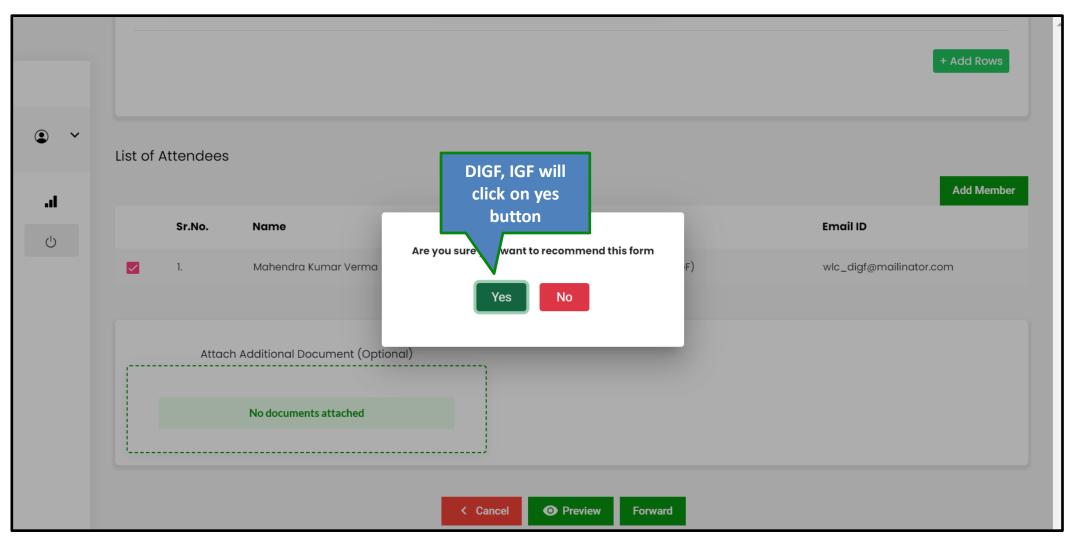
#### Forward Minutes of Meeting







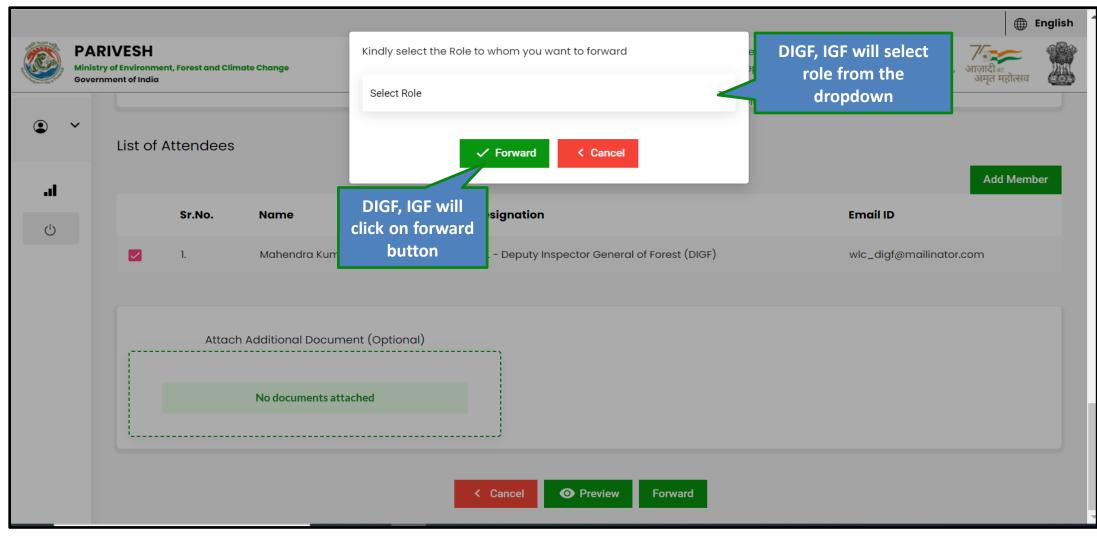
## Confirmation message for forwarding minutes of meeting



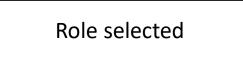




#### Select role and click on forward button

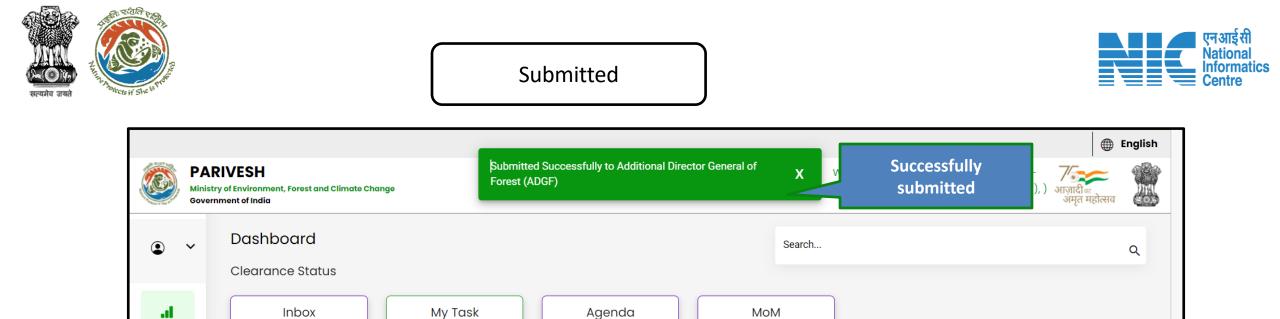








Ministry of Environment, Forest and Climate Change Government of India			Kindly select the Role to whom you want to forward Select Role Additional Director General of Forest (ADGF)			elc PU	अग्रुप Role selected आज़ादी क अमृत म		
~ ©	List of .	Attendees			✓ Forward	< Cancel			Add Member
Ċ		Sr.No.	Name		Designation			Email ID	
		١.	Mahendra Kuma	ır Verma	WL - Deputy Ins	pector General of Forest (DIGF)		wlc_digf@mailina	tor.com
		Attach	Additional Docum	ent (Optional)					
			No documents atta	ached					
				1	< Cancel	O Preview Forward			



Agenda

0 View Details  $\rightarrow$ 

4 View Details  $\rightarrow$ 

**Project Category** 

Proposal No.

MoM

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App. form/CAF Area (Ha)

Items per page: 25 💌

Status

0 of 0

Pendency

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Division

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Inbox

**315** View Details  $\rightarrow$ 

Submission

Date

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Sr.No.

**Project Name** 

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Action

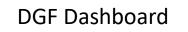
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## DIGF (Forward recommendation letter)







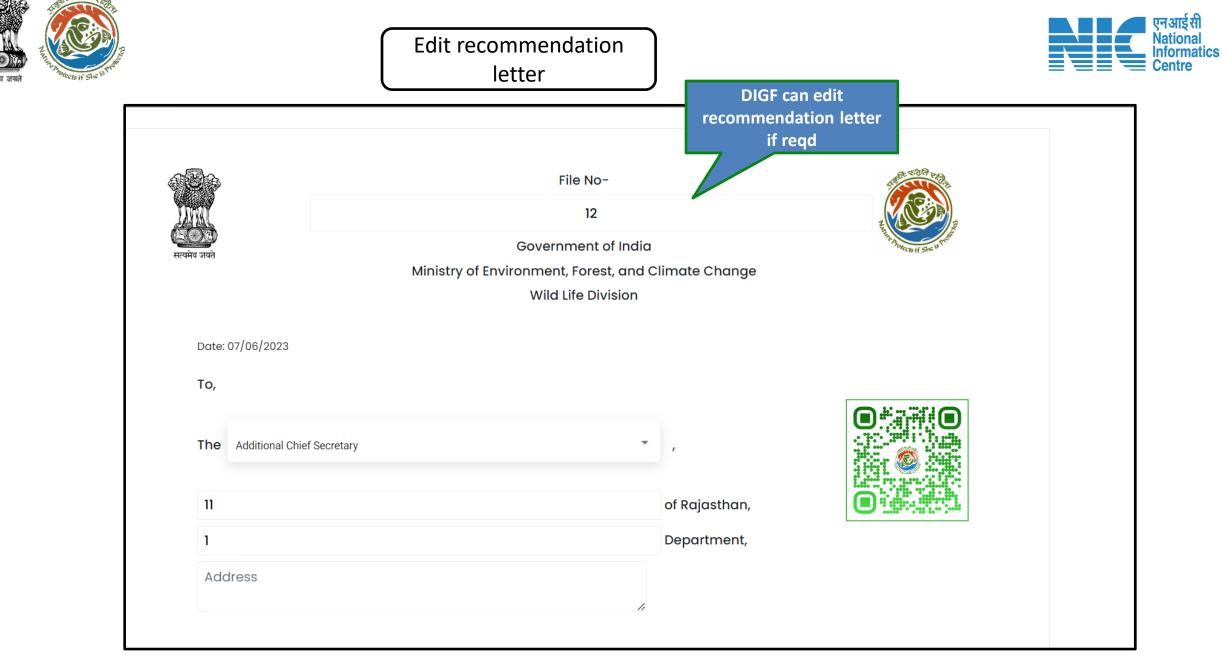
Ministry	NIVESH y of Environment, ment of India	Forest and Climate (	-	vill slick on New			Welcome, Maher Deputy Inspector WL - Deputy Insp	General of For	est (DIGF), Mig	🌐 En	glis
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	My To sr.No.	3SK Submission Date	Proposal No.	Project Category	Project Name	Division	App. form/CAF Area (Ha)	Status	Pendency	<b>⊥</b> Action	
		Submission	Proposal No. WL/RJ/CommPost/412592/2023	Project Category Communication Post		<b>Division</b> WLC Jaipur Wildlife Division		Status Chief Wildlife Warden	<b>Pendency</b> 0 Days		
	Sr.No.	Submission Date		Communication	Name	WLC Jaipur Wildlife	form/CAF Area (Ha)	Chief Wildlife		Action	



# Review recommendation letter



Ministry	IVESH of Environment, Forest and Climate Change ment of India	recommendation letter	Welcome, Mahendra Kumar Verma (WL - Deputy Inspector General of Forest (DIGF), WL - Deputy Inspector General of Forest
~		IMENDATION LETTER RAISE QUERY REPLY QU	JERY VIEW DSS VIEW PROPOSAL UPLOAD ESIGN DOCUM
	Proposal Details		Proposal History
	Proposal No.	Single Window No.	Action taken: Union Minister 🗸 🗸
	wL/RJ/PROS/412394/2023	sw/103436/2023	Action taken: WL - Director General of Forest (DGF) 🛛 🗸
	Project Name WLC 15052023	User Agency Lanco India Limited	Action taken: WL - Inspector General of Forest (IGF) 🛛 🗸
	Application For Part-I & Part-II (Seeking recommendation of	Status Pending for RECOMMENDATION LETTER NBWL	Action taken: WL Deputy Director (DD) 🗸 🗸
	Standing Committee of NBWL/ SBWL)		Action taken: State Secretary (Wildlife) 🗸 🗸
	Submitted On 25/05/2023		Action taken: Chief Wild Life Warden (CWW) 🗸 🗸
			Action taken: Wild Life Warden (WW) 🗸 🗸
			Action taken: Project Proponent 🗸 🗸





# DIGF will click on Recommend button after making necessary changes

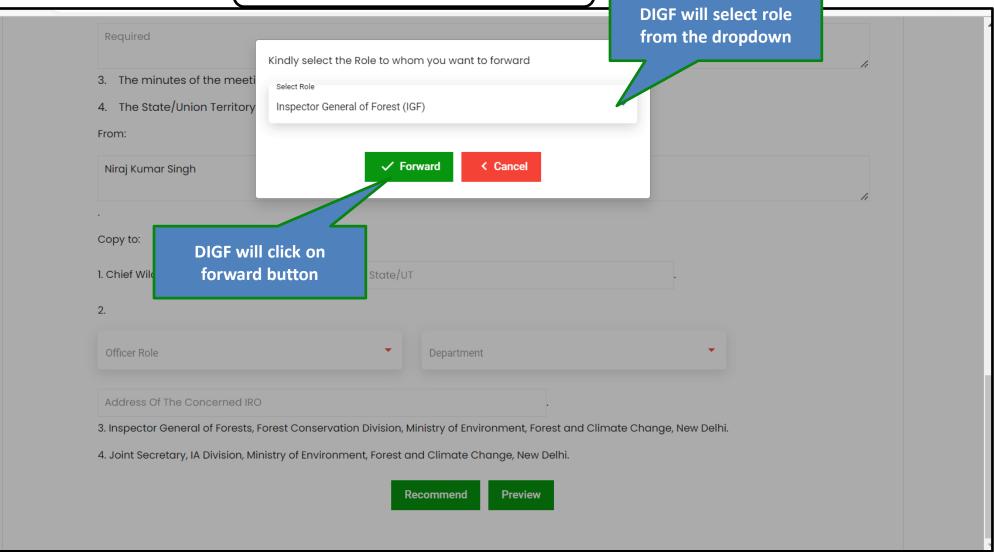


Copy to: 1. Chief Wild Life Warden, Name And Address Of The State/UT 2. Officer Role Department DIGF will click on Rddress Of The Concerned IRO	3. The minutes of the meeting have been pos	sted online in the "PARIVESH" portal of this Ministry.	h
Niraj Kumar Singh   Copy to:   1. Chief Wild Life Warden, Name And Address Of The State/UT     2.     Officer Role     Digf will click on recommend button	4. The State/Union Territory Government may	y take further necessary action in this regard.	
Copy to: 1. Chief Wild Life Warden, Name And Address Of The State/UT 2. Officer Role Department DIGF will click on recommend button	From:		
Copy to: 1. Chief Wild Life Warden, Name And Address Of The State/UT 2. Officer Role Department DIGF will click on Rddress Of The Concerned IRO	Niraj Kumar Singh		li.
1. Chief Wild Life Warden, Name And Address Of The State/UT   2.   Officer Role   Depresent   DIGF will click on recommend button			
2. Officer Role Department DIGF will click on recommend button	Copy to:		
Officer Role Department Department DIGF will click on recommend button	1. Chief Wild Life Warden, Name And Address Of T	he State/UT .	
Address Of The Concerned IRO DIGF will click on recommend button	2.		
Address Of The Concerned IRO recommend button	Officer Role	Deba	
	Address Of The Concerned IRO		
	3. Inspector General of Forests, Forest Conservation		
4. Joint Secretary, IA Division, Ministry of Environment, Forest and Climate ange, New Delhi.	4. Joint Secretary, IA Division, Ministry of Environme	ent, Forest and Climateringe, New Delhi.	



### Select role for forwarding the recommendation letter

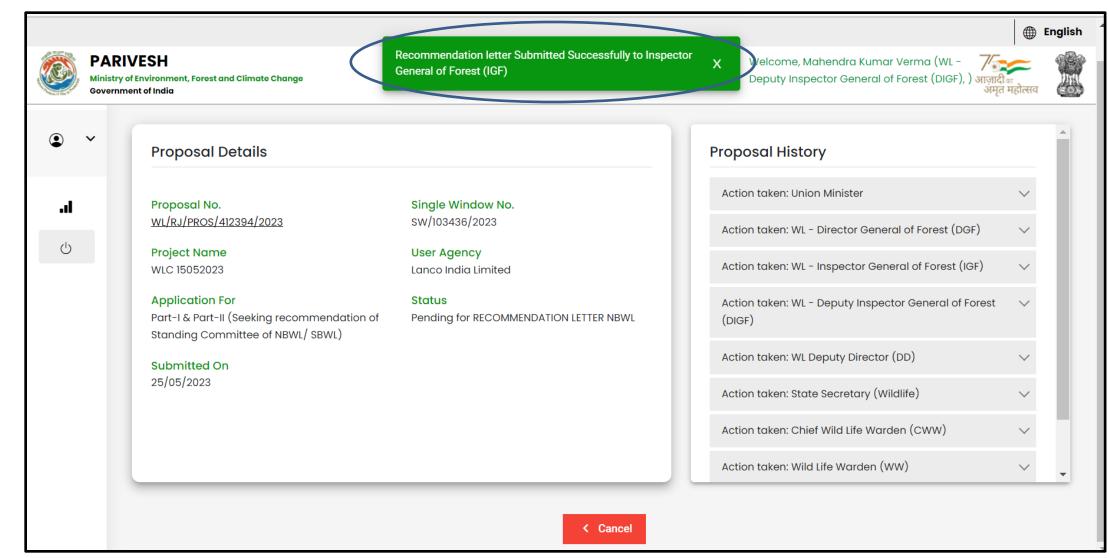






## Recommendation letter forwarded

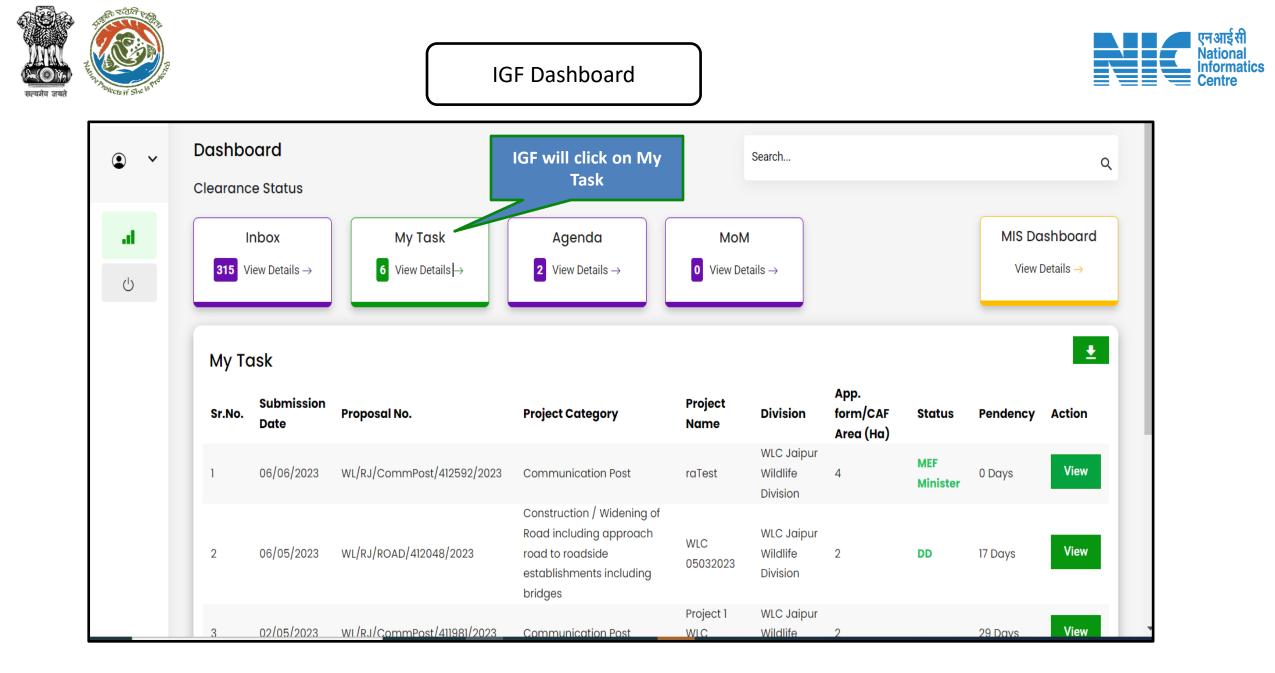


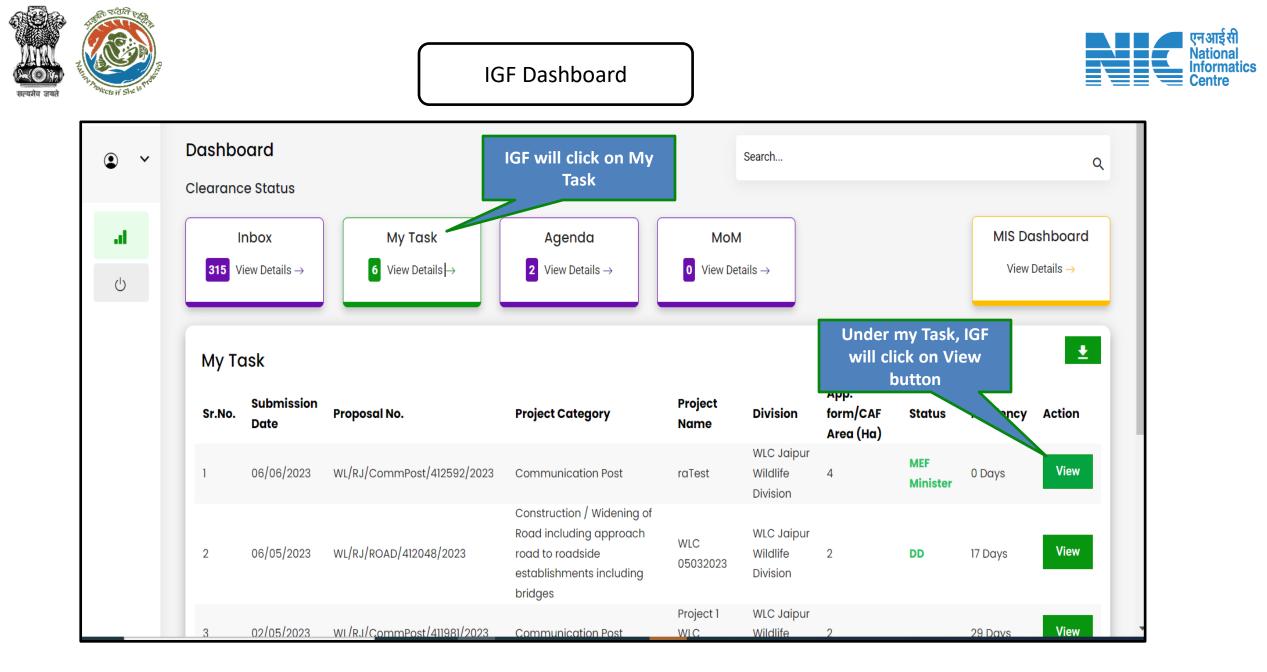


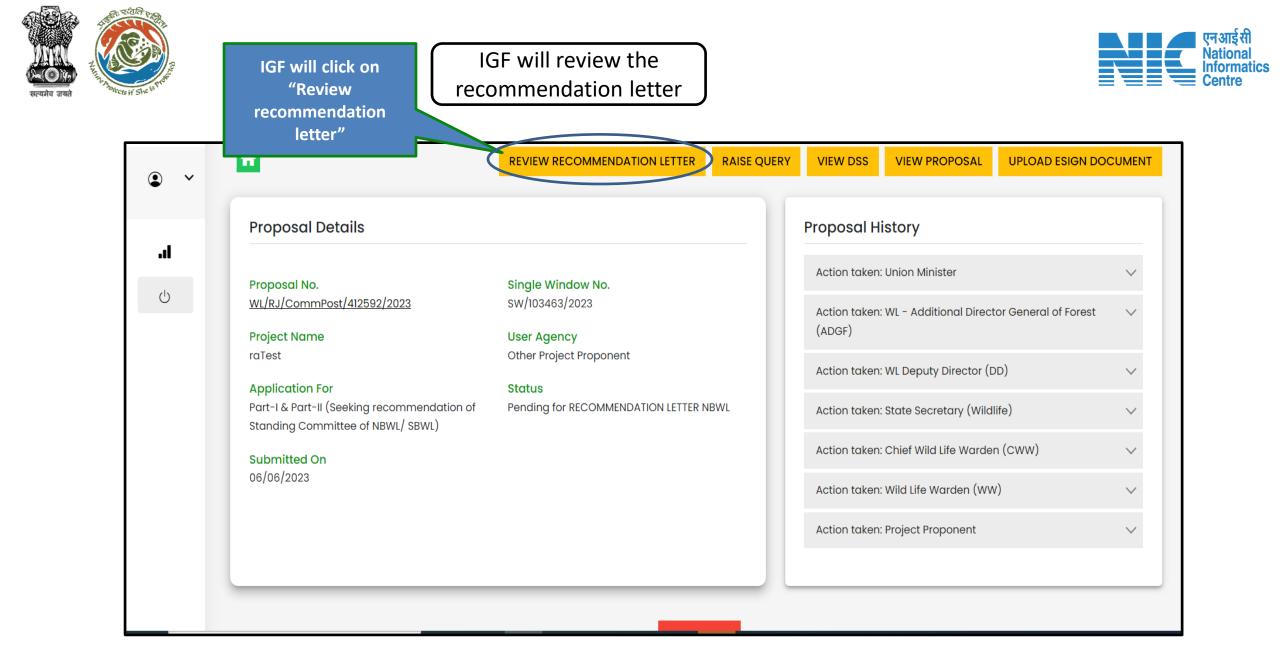




## IGF (Approve recommendation letter)









## IGF will review the recommendation letter



condiitons	•
<ol> <li>The minutes of the meeting have been posted online in the "PARIVESH" portal of this Ministry.</li> </ol>	
4. The State/Union Territory Government may take further necessary action in this regard.	
From:	
Niraj Kumar Singh	
Copy to:	
1. Chief Wild Life Warden, Name	
2.	
Deputy Director General of Forests Test12345 IGF can edit the	
Test12345Address1,Test12345Address2,Test,MAHARASHTRA,676756 letter and will click on	
3. Inspector General of Forests, Forest Conservation Division, Ministry of Environme approve button	
4. Joint Secretary, IA Division, Ministry of Environment, Forest and Climate or ange, New	
Approve Preview	
	06 June 2023 Tuesday

