



DEPARTMENT OF FORESTS & WILDLIFE CHANDIGARH ADMINISTRATION

Off: ParyavaranBhawan Building [2nd Floor], Sector-19B, Madhya Marg, Chandigarh-160019
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ORDER

Office order no. CCFD/257

Dated: 22-7-2022

In supersession of the earlier orders issued in this regard, the competent authority has approved the following procedure to be adopted for felling of trees in UT Chandigarh:-

It has been approved by the competent authority that all the requests from public in connection with tree felling in Chandigarh shall be received online through Chandigarh Smart City Limited (CSCL) portal acting as single window. The portal on receipt of such requests shall immediately forward the same to the department concerned i.e. Engineering/ Horticulture Wing of Municipal Corporation/ Forest Department as per their jurisdiction where the tree is located. The department concerned through at least SDO level officers shall act immediately to get the preliminary inspection done. In case the proposal is not found to be justified, the same is to be rejected at this level itself and if it is found to be a fit case, shall forward the same request to the Committee constituted below alongwith check list as per **Annexure-I**. This committee shall be called as '**Tree Felling Committee (TFC)**' with composition as below:-

1	Sub Divisional Officer (Horticulture) Municipal Corporation, Chandigarh	Convenor
2	Sub Divisional Officer (Horticulture) Engineering Department, UT Chandigarh	Member
3	Range Forest Officer, Chandigarh Range, Forest Department, UT Chandigarh	Member

In case of jurisdictional issues, the Committee will resolve the same and it shall meet at least once in a month. This committee on receipt of the complete proposal shall go for a detailed inspection of the status and health of tree and make specific recommendations alongwith detailed justification whether the tree is required to be pruned/ pollarded/ felled/ transplanted or otherwise.

The process for felling of trees of various nature shall be followed as mentioned below:-

a) For dead & dry/dangerously standing green trees

The committee shall send its recommendations to the Head of Department concerned i.e. Commissioner, Municipal Corporation in case the area falls

within the jurisdiction of Municipal Corporation, Chief Engineer, UT Chandigarh, in case the area falls within the jurisdiction of Engineering Department, UT Chandigarh or Chief Conservator of Forests in case the area falls within the jurisdiction of Forest Department. The Head of the concerned department is competent to approve such cases at his/ her level. For felling permission of dangerously standing trees, the entire process shall be completed expeditiously within 48 hrs.

b) For felling of green trees

The committee shall send its recommendations to the concerned Department Head and concerned HoD if satisfied with the recommendations of the committee shall forward the same proposal to Chief Conservator of Forests/ HoD Forest Department, Chandigarh. The Chief Conservator of Forests if satisfied with the proposal, shall send it to the Secretary (Forests) with his remarks for final approval for felling/ transplanting/ pollarding, pruning etc. The Chief Conservator of Forests can get the site inspection done by his office, if he feels it necessary to do so.

c) For pollarding / pruning of trees

The applicant shall send a request to CSCL portal for pruning. All such applications shall be submitted online and CSCL portal will forward it to the concerned Department for scrutiny of application and for having preliminary survey, and if it is found necessary, it shall be forwarded to the concerned HoD for final approval as being followed for dead/ dry trees.

For any felling/trimming of trees inside the forest area, appropriate action as per Forest Act/ Rules shall be taken by the Forest Department, UT Chandigarh.

Following **guidelines** are to be followed while felling of trees in future by all Departments:-

- i) Municipal Corporation would be the nodal organisation for execution of felling / pruning etc.

- ii) Online Public Portal has to be updated by the CSCL officials after execution of work or disposal of application including felling/ pollarding/ pruning/ transplantation of trees.
- iii) The Municipal Corporation, Chandigarh shall ensure that minimum 3 no. of trees are planted in compensation to each tree removed with the condition that at least one tree should immediately be planted at the place where the tree was located, if possible. A quarterly report to be submitted to Forest Department furnishing the details of compensatory plantation raised and their location etc.
- iv) CSCL will update the portal in case new features / functionality is to be added in the process. The portal operation and maintenance would also be kept by them as per standard protocol.
- v) Municipal Corporation will have all necessary equipments and technical requirements for executing the work of Tree Felling Committee (TFC).
- vi) Forest and Engineering Department shall pay respective amount to Municipal Corporation for the services provided for tree felling, compensatory plantation and for maintaining equipment etc. MC will take up separately for a mechanism from the Finance Department for transfer of such funds or meeting the requisite additional expenditure incurred during different related activities.
- vii) All revenue collected from the auction process of woodlot or of standing trees shall go to the Municipal Corporation only.
- viii) Municipal Corporation should ensure to plant preferably the same species that are removed, if possible as part of City Urban Planning/ Heritage and no other species.
- ix) Once the permission for dead/ dry tree has been given by the competent authority, the concerned Department shall take immediate steps to remove it so as to save life & property. It is advisable that a Rate Contract for cutting of trees is to be executed by Municipal Corporation, shall always be in place so that once permission to cut dead / dry tree is given, it should be removed immediately without any loss of time.
- x) MC will ensure regular Rate Contract / tendering for various steps so that appropriate agencies are available all the time for carrying out various activities approved by competent authority.
- xi) The TFC shall decide the cases based upon standard format as enclosed **Annexure-II**.
- xii) In case of trees with disputed jurisdictional issues (Trees at boundaries), the TFC shall identify from the root or main trunk of the tree whether lies in whose jurisdiction and the concerned department where the tree stands has to take action in time bound manner.

- xiii) In case of any tree leaning towards the property of the neighbour and causing nuisance, action to be taken for trimming/ felling of such trees in whose property tree is standing based on a written complaint from the neighbour/ complainant and as recommended by TFC. In case the person in whose property the tree stands does not allow, liability can be fixed upon him.
- xiv) The tree felling guidelines will be subject to regulations/rules/ Forests Acts as applicable if matter relates to the forest areas.

This issues with the approval of the Adviser to the Administrator.

Chandigarh, dated the
19th July, 2022

Nitin Kumar Yadav, IAS
H.S.-cum-Secretary (Forests)
Chandigarh Administration

Endst. No. FOR/2022/1850-1858

Dated: 22-7-2022

1. A copy is forwarded to the Commissioner, Municipal Corporation, Sec-17, Chandigarh, for information.
2. A copy is forwarded to the Chief Engineer, Engineering Deptt . Sec. 9, Chandigarh, for information.
3. A copy is forwarded to the Conservator of Forests, UT, Chandigarh, for information.
4. A copy is forwarded to the Deputy Conservator of Forests (WL), UT Chandigarh, for information.
5. A copy is forwarded to the Chief Engineer, Municipal Corpn, Chd, for information.
6. A copy is forwarded to the Executive Engineer, (Hort.), Engg. Deptt., Sec-23, Chandigarh for information & n/a.
7. A copy is forwarded to the Executive Engineer (Hort), Division no. 1 and Division no. 2, Municipal Corporation, Sec. 17, Chd. for information & n/a.
8. A copy is forwarded to the Range Forest Officer, Chandigarh Range, Forest Deptt., UT Chd, for information & n/a.


Chief Conservator of Forests &
Special Secretary Forests
Chandigarh Administration

Endst. No. FOR/2022/1859-1861

Dated: 22-7-2022

A copy is forwarded to the following for information:-

1. P.S. to A.A for kind information of worthy A.A.
2. P.S. to Secretary Engineering, UT, Chandigarh.
3. PA to Secretary (Forests), for kind information of Secretary.


Chief Conservator of Forests &
Special Secretary Forests
Chandigarh Administration

Check List/ Format for Tree Felling Proposals

Sr. No	Description	Yes/No	Placed at Flag	Remarks
1.	Submission of proposal through proper channel			
2.	Whether the proposal pertains to Developmental Project			
3.	In case of developmental project <ul style="list-style-type: none"> • Whether the copy of approval of carrying out work by the Competent Authority is enclosed • Whether copy of approval of Department of Urban Planning is enclosed (If Required) • Whether approved site plan is enclosed • Whether the trees standing on the project site has been serially marked • Whether Location of all the serially marked trees, standing in the proposed development site, has been depicted on the approved site plan map and marking details furnished on the map • Whether the Enumeration list attached with details regarding Girth and Species of Trees • Whether photographs of all the serially marked trees enclosed • Whether of Inspection by Executive Engineer • Whether Site Inspection note of Concerned Executive Engineer is attached 			
4.	Whether the proposal pertains to felling of trees posing danger to Life & Property/ or of Dead & Dry Tree			
5.	In such case <ul style="list-style-type: none"> • Whether the trees standing on the project site has been serially marked • Whether the Enumeration list attached with details regarding Girth and Species of Trees • Whether photographs of all the serially marked trees enclosed • Date of Inspection by Executive Engineer • Whether Site Inspection note of Concerned Executive Engineer is attached 			
6.	Is compensatory plantation programme in lieu of felling has been planned.			

CERTIFICATE TO THIS EFFECT

This is to certify that the proposal (Name of proposal) involves of (No. of trees). All the trees proposed to be removed are falling in the alignment/ construction zone of said activity/ Dead & Dry/ Posing Danger to life & property. The Proposal is site specific and involves removal of bare minimum number of trees.

Signature & Seal
of the concerned
Executive Engineer)

NOTE

- The measurement of Tree girth should be taken at 1.37 m above the ground level.
- The photographs to be pasted on Legal size (2 photos on each paper) with details mentioned under each photograph. Each page should be signed by Executive Engineer concerned.

FORMAT

Evaluation of tree felling cases by

TREE FELLING COMMITTEE

Individual cases will be evaluated after joint physical inspections (wherever feasible) and recommendations for pruning, pollarding, tree felling or transplantation to be made based upon following parameters-

1. Diseased (name of disease and extent)
2. Dead/Dry
3. Road blockage & constitutes obstruction to traffic
4. Leaning & posing danger to life or property
5. Over mature (if estimated age is beyond tree rotation period)
6. Critical root zone is covered with concrete (Root asphyxiation)
7. Hollowness
8. Lacks mechanical strength
9. Decay in the main trunk due to fungi
10. Termite infestation
11. Silviculturally mature tress
12. Uneven canopy weights
13. Suitable for Transplantation