

By Email



**STATE FOREST HEADQUARTERS, ODISHA**  
**OFFICE OF THE PRINCIPAL CHIEF CONSERVATOR OF FORESTS**  
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Memo No. 11532 /12F-(Affn.) 137/2026  
Dated, Bhubaneswar, the 10<sup>th</sup> June, 2026

From

Dr. K. Murugesan, IFS  
PCCF & HoFF, Odisha

To

All Divisional Forest Officers (T&WL) Divisions,  
The Silviculturist, Bhubaneswar/Rayagada Division

**Sub: Guidelines for Distribution of Seedlings during 2026-27 Planting Season.**

This is to inform that, a total of 545.55 lakh seedlings have been targeted under different Planation Schemes in the state for distribution to the public/institutions during 2026-27. In order to maintain fairness in distribution of seedling, proper documentation, transparency, accountability, efficiency and public confidence are to be maintained. Besides, departmental supervision is needed to verify whether distributed seedlings are properly planted by them after being received from departmental nurseries with an objective to create green belt outside forest area.

With the above aims and objectives, a model guideline is formulated and attached in separate sheet for your information and necessary action.

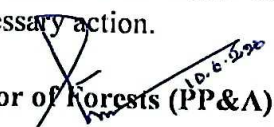
Encl: As above

Memo No. 11533 dated, 10.06.2026

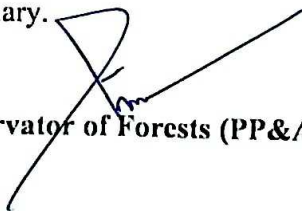
  
PCCF & HoFF, Odisha

Copy along with its enclosures forwarded to all Regional Chief conservator of Forests/Chief Conservator of Forests (T&D), Cuttack for information and necessary action.

Memo No. 11534 dated, 10.06.2026

  
Chief Conservator of Forests (PP&A)

Copy along with its enclosures forwarded to the PS to Principal Secretary to Government, FE&CC Department for kind information of Principal Secretary.

  
Chief Conservator of Forests (PP&A)

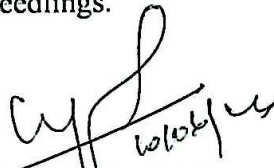
# Guidelines for Distribution of Seedlings during 2026-27 Planting Season.

A total number of 545.55 lakh seedlings have been targeted under different Planation Schemes in the state for distribution to the public/institutions during 2026-27 planting season. In order to maintain fairness in distribution of seedling, proper documentation, transparency, accountability, efficiency and public confidence are to be maintained. Besides, departmental supervision is needed to verify whether distributed seedlings are properly planted by them after being received from departmental nurseries with an objective to create green belt outside forest area.

With the above aims and objectives, a model guideline is formulated for the purpose as follows:

1. Mass sensitization is to be made involving villages, Gram Panchayats, VSSs, SHGs and other Stake Holders for pre-distribution assessment in each division and public participation in greening the land outside forest in the state.
2. Wide publicity regarding availability of seedlings (species, number available, location of nursery, Mobile number of persons in charge of nursery) should be made available in Notice Board / Departmental Website or any other media outreach for distribution of seedlings well in advance of commencement of planting season.
3. The seedlings under provisions of distribution may also be arranged as per choice of the public/beneficiaries depending on their requirement to enhance their economic prosperity.
4. Distribution of seedlings to the public/institutions should be started with effect from 1<sup>st</sup> July, 2026. The process of distribution should be limited to "first come first serve basis".
5. Maximum 05 plants in urban area and 10 plants in rural areas shall be allowed to a beneficiary concerned on family basis with proper identification (Aadhaar/DL/Voter Id/Electric Bill).
6. Maximum 150-200 seedlings may be given to any institution based on their requisition. If more numbers of seedlings are required by any institution, the site specification of the proposed plantation areas should be verified and required number of seedlings may be provided after obtaining approval from next higher authority subject to availability of seedlings in the nursery under distribution quota.
7. A nursery wise distribution register mentioning name of the beneficiary, father's name and full address should be maintained for documentation and to avoid duplicity. The receipt of seedlings by the beneficiary shall be properly acknowledged.
8. An amount of Rs. 1/- (Rupees One only) per seedling shall be collected from the beneficiaries under provision of distribution. The distribution of seedlings to Government Educational Institutions and other Government organization will be free of cost.

9. The amount so collected should be made through departmental receipt and deposited to Government Revenue Account.
10. Maximum 1000 seedlings may be allowed by the DFO concerned to any institutions based on their requisition. Seedlings requirement above 1000 shall be approved by RCCF concerned.
11. The seedlings required by the companies for their Corporate Social Responsibility (CSR) / Company activities may be provided at the cost basis as per Cost Norm of Seedlings.

  
PCCF & HoFF, Odisha