



GOVERNMENT OF WEST BENGAL
DIRECTORATE OF FORESTS
OFFICE OF THE DIVISIONAL FOREST OFFICER

Purulia Division, Pin-723101.

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NOTICE FOR THE ENGAGEMENT OF EXTENSION WORKERS ON CONTRACT BASIS

Notice No. 01/WBFBCP/Purulia DMU of 2017-18

The Purulia Divisional Management unit (DMU under the West Bengal Forest and Biodiversity Conservation Society, herein after referred to as "Society", a society under the Government of West Bengal, registered under the West Bengal Societies Act, 1961, intends to engage Extension Worker (EW) on contract basis for the following Field Management Units (FMUs) under Purulia DMU.

SL NO.	CLUSTER N.O	FPC	BEAT	FMU
1	1	Talmu	Talmu	JOYPUR
2		Udaypur	Bangidiri	
3		Bangidiri	Bangidri	
4		Kalikapur	Bangidiri	
5		Pundag	Talmu	
6	2	Ekduar	Talmu	JOYPUR
7		Piri		
8		Darmu		
9		Baromalka		
10	3	Joypur	Joypur	Joypur
11		Chirkamu	Talmu	Joypur
12		Khatanga	Nowahatu	Kotsila
13		Karior	Simni	Kotsila
14		Jaharhatu	Murguma	Kotsila

15	4	Nowagarh	JHALDA	JHALDA
16		Gutilowa		
17		Ona-Tarhad		
18		Pandri		
19		Khamar Sib Mandir Para		
20	5	Kiribera	KALMA	JHALDA
21		Kundagara		
22		Kalma		
23		Bara-Ganta		
24		Kansra		
25	6	Bandhghatu	BAGHMUNDI	BAGHMUNDI
26		Tarpenia		
27		Nischintapur		
28		Charida		
29		Ajodhya	Ajodhya	Ajodhya
30		Shilingda	Ajodhya	Ajodhya
31		Chatni	Ajodhya	Ajodhya
32	7	Rabidi	Baghmundi	BAGHMUNDI
33		Ichakota	Burda	
34		Bagti	Kalimati	
35		Bandhdi	Kalimati	
36		Kana	Bersa	Balarampur
37		Kairadih	Balarampur	Balarampur

Applications are invited for the above positions only from the eligible candidates on contract basis for a period of one year. The above mentioned position may vary without notification.

TERMS & CONDITIONS

1. Eligibility Criteria:

- i. The Extension worker must be an active member of the above mentioned 37 selected JFMC (FPC) of the 7 Clusters of the respective FMU.
- ii. **AGE** : Preferably within 30 years of age.
- iii. **Qualification:-**
 - a) **Essential** : Should be at least class XII pass
 - b) **Desirable** : Knowledge of working with Computers/Commercial Accounts/Communication Skills/field experience in micro financing.

(Note:- Only those Candidates with required qualification should apply.)

2. Availability of Application forms :

1. Candidates can download the application forms for the post of Extension Worker from the following website – **A. wbfbcp.org.in**
B. www.westbengalforest.in

2. Divisional Forest Office, Purulia Division (DMU)

3. All Range Office and Beat Office (FMU) under Purulia Forest Division.

3. Submission of Application :

Eligible candidates may apply giving details of their age, address and educational qualification etc. in the **Prescribed Application Form (Annexure – I)**.

All applications, in sealed envelopes addressed by name to **Shri Ramprasad Badana, IFS, Head Purulia DMU, OFFICE OF THE DIVISIONAL FOREST OFFICER, Purulia Division , Pin:723101**, may be sent by Registered Post/Speed Post/Courier Service, so as to reach him **by 15.00 hrs. on 13/09/2017** or may be deposited by hand to the respective Head of FMU **upto 15.00 hrs. on 14/09/2017**.

Application received after closing date & time will not be entertained /considered.

4. Selection Process:

The engagement of the Extension Worker shall be on contract basis for a **maximum period of one year**.

Applications not found in the prescribed pro-forma as per Annexure-I or incomplete or unsigned application or application received after last date/time of the submission of application or application without required enclosure/qualifications/eligibility Criteria are liable to be summarily rejected and reason of rejection will not be communicated and only those candidates with required qualification and eligibility Criteria will be called for interview.

The final selection of the candidate shall be made by a Committee, constituted for the purpose. The Committee shall interview the prospective candidates. Scoring shall be done on 50 marks in total – 25 marks for Educational Qualification and Experience and 25 marks for interview.

Mere submission of application does not confer any right on the candidates to be called for interview.

No TA or any other allowance or otherwise shall be payable to any candidate for appearing in the interview.

5. Role and responsibilities of the persons to be engaged:

The engaged personnel will report to the respective Head, Field Management Unit (FMU) as specified above.

The selected Extension Worker is expected to broadly perform the following functions:

- i. To communicate and co-ordinate with various participating agencies including functionaries of forest department, officials of other line department and agencies as well as the elected representatives and eminent people of the area, as and if directed by the Head of DMU.
- ii. To keep and maintain the records and other documents of the FPC/EDC.
- iii. To facilitate communication with FPC/EDC.
- iv. To motivate FPC/EDC members for better management of project activities as well as better management of resources of the FPC/EDC.
- v. To help FMU in implementation of Community Development and Income Generation component of the West Bengal Forest and Biodiversity Conservation Project.
- vi. To assist Forest Department in any other project activity assigned by the Head of DMU.

6. Remuneration:

The selected candidate will be paid a fixed consolidated remuneration of Rs.10,000.00 per month.

The engaged personnel shall not be eligible to get Dearness Allowance or any other Special Pay or Allowances etc. over and above the said remuneration.

The place of work will normally be head quarter of the FMU, however, if required, the selected Extension Worker may have to visit other places, within the jurisdiction of the FMU or outside the District (within the State) in relation to the works of the Project.

If the Extension Worker (s) is/are required to go on tour outside his/her Head Quarters, he/she will be entitled to Travelling Allowance and Daily Allowance as prescribed for such workers in the Operation Manual of the Society.

No remuneration for medicine/medical articles purchased, diagnostic test or treatment received will be allowed.

7. Leave:

The Extension Workers will be required to work full time for 6 days in a week and will normally be entitled to weekly off days. However, if required, the Extension Workers may be called for work on weekly holidays. For work on any weekly off day/declared holiday, in exigency, the engaged personnel will not be entitled to any other compensation. Monetary or otherwise, for the same.

8. Other Terms for Engagement:

1. The engagement of the Extension Worker shall be on contract basis for a **Maximum period of one** year and the project authority including the FMU, DMU and PMU will have no liability whatsoever, in re-engaging them. However, in the interest of the project the contract may be renewed or a fresh selection may be made.
2. The contractual engagement may be terminated by giving one month's notice from either side.
3. However, the engagement is terminable on short notice for unsatisfactory performance and/or for any act considered to be derogatory/detrimental to the interest of the Society.
4. The period of the contract appointment is purely temporary and shall not be counted as Government Service for the purpose of claiming permanency in government job, pension or any other retirement benefits.

5. A MOU would be entered into between the JFMC (FPC/EDC) and the Extension Worker for the purpose of the Project. Extension Workers performance' would be assessed against the works depicted in the MOU. The JFMC would be responsible for monitoring the performance of the Extension Worker.
6. Once selected, suitable training and capacity building of Extension Worker would be imparted by DMU

Enclosures: Annexure – I

(R.P. Badana, I.F.S)

*Divisional Forest Officer
Purulia Division &
Head Purulia DMU.*

Date: 05/09/17.

No. 1515/2-

Copy forwarded to:

1. Principal Chief Conservator of Forests (HoFF), West Bengal.
2. Principal Chief Conservator of Forests (General), West Bengal
3. Chief Project Director, WBFBC Project. *West*
4. Chief Conservator of Forests, South-East Circle, West Bengal.
5. District Magistrate, Purulia.
6. Superintendent of Police, Purulia.
7. District Information & Cultural Officer, Purulia with request for wide publication.
8. Assistant Divisional Forest Officer, Purulia Division.
9. All Head FMUS for wide circulation in their respective FPCs.
10. Notice Board.

*Divisional Forest Officer
Purulia Division &
Head Purulia DMU.*