

Official Memorandum

Sub: Designating Spokesperson in Karnataka Forest
Department-reg.

Ref: This office even letter OM dated 26.09.2018

In continuation of this office OM referred above, to feed important information about the department, its schemes, operations to bring due visibility of the departmental works/activities and to create public awareness. Following arrangement is made to deal with the various print and electronic media including Social Media on behalf of Karnataka Forest Department. The following officers are designated to act as spokespersons in the Karnataka Forest Department.

1. **Circle** - Concerned Circle CCF for all the matters in his jurisdiction.
 2. **Division** - Concerned DCF for their respective jurisdiction.
 3. **Project Tigers** – Concerned Director
 4. **Wildlife matters State/HQ**- APCCF WL IN Wild Life matters.
 5. **Karnataka Forest Department and Over all** – PCCF (Publicity & ICT)
 6. PCCF WL for any matter related to their wing & jurisdiction.
 7. PCCF Development for any matter related to their wing & jurisdiction.
 8. PCCF EWPRT & CC for any matter related to their wing & jurisdiction.
 9. PCCF HoFF for any matter pertaining to Karnataka Forest Department.
 10. In case of emergencies jurisdictional RFO may respond with prior permission of his DCF/CCF.
- Officers and staff other than the above and authorized officers should refrain from press/media.

It is desirable and hence directed that every spokesperson should;

1. Ensure that the work of the Karnataka Forest Department of their jurisdiction is made public using all the means.
2. Karnataka Forest Department and Over all – PCCF (Publicity & ICT) P.T.O
3. PCCF WL for any matter related to their wing & jurisdiction.
4. PCCF Development for any matter related to their wing & jurisdiction.
5. PCCF EWPRT & CC for any matter related to their wing & jurisdiction.
6. PCCF HoFF for any matter pertaining to Karnataka Forest Department.

2. Prepare a note on activities in his jurisdiction and give to press every quarter and may also upload on Social Media.
3. Issue press release of major events of department to be held one day before and after the program on the same day.
4. Send Rejoinders on any news published in media belonging to their jurisdiction and upload on Social Media.
5. Planning, Conduction and Co-coordinating campaigns relating to the important programme / projects of the Karnataka Forest Department in their jurisdiction.
6. Providing support to the Head Quarter spokespersons, maintaining public relations within their jurisdiction.
7. All the field officers CCFs and below, should refrain from speaking on the policy issues and policy matters unless they are specifically directed to do so.
8. All the interaction with media should be in public interest and as per the code of conduct / conduct rules.
9. All matters needs to be brought to the knowledge of PCCF HoFF and PCCF Publicity & ICT

This comes in force with immediate effect and remains till further orders.


Principal Chief Conservator of Forest
[Head of Forest Force]

Copy distributed to:

1. Additional Chief Secretary to Government, **Forest**, Environment and Ecology Department, Karnataka Government Secretariat, Room No. 447, 4th Floor, M.S Building, Bangalore-01.
2. Principal Chief Conservator of Forests (Wildlife)/(Development)/(EWPRT & CC), Aranya Bhavan, Bangalore.
3. All the APCCFs, CCFs, DCFs.
4. All the ACFs, RFOs, other forest officers and staff.
5. CCF ICT to upload on KFD website.

CCF
ICT

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