

(iv)	<p>The norms set by it for the discharge of its functions;</p> <p>The Social Forestry Wing of the Kerala Forest Department functions in accordance with the norms, standards, and procedures prescribed by the Government of Kerala and the Ministry of Environment, Forest and Climate Change, Government of India. The following norms guide the discharge of its functions at various levels:</p> <ol style="list-style-type: none"> 1. Administrative Norms: <ul style="list-style-type: none"> ○ All administrative matters are dealt with as per the Kerala Financial Code, Kerala Service Rules, and other relevant Government orders and circulars. ○ Decisions are taken at the appropriate level of authority as per the delegation of powers approved by the Government. ○ Files and proposals are processed in a time-bound manner to ensure prompt decision-making and service delivery. 2. Technical Norms: <ul style="list-style-type: none"> ○ All forestry operations are undertaken in accordance with scientific silvicultural practices and the technical guidelines prescribed by the Forest Department and the Government of India, including the Forest Schedule Rates and the Delhi Schedule Rates ○ Activities such as afforestation, social forestry, mangrove conservation, and community forestry follow the approved project guidelines, scheme norms, and plantation manuals. 3. Financial Norms: <ul style="list-style-type: none"> ○ Expenditure is incurred strictly in accordance with the Kerala Budget Manual, Kerala Treasury Code, and other financial rules. ○ Budgetary allocations under each head of account are utilized as per the Annual Plan, and financial propriety is ensured through internal and external audits. 4. Supervisory Norms: <ul style="list-style-type: none"> ○ Each hierarchical level—Beat, Section, Range, Division, Circle, and Headquarters—functions with clearly delineated supervisory and reporting responsibilities in accordance with the provisions of the Kerala Forest Code. ○ Periodic inspections, progress reviews, and monitoring visits are conducted to ensure adherence to prescribed norms. 5. Public Interaction and Transparency: <ul style="list-style-type: none"> ○ Activities related to community forestry, participatory afforestation, and awareness programmes are implemented with people's participation and in coordination with local self-government institutions. ○ Information is disseminated to the public as per the provisions of the Right to Information Act, 2005. 6. Accountability and Evaluation: <ul style="list-style-type: none"> ○ Officers at every level are accountable for the performance of their respective jurisdictions. ○ Implementation of schemes is periodically evaluated through field inspections, progress reports, and audit observations to ensure efficiency and transparency.
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