

GREEN INDIA MISSION

Madhya Pradesh Forest Department

Terms of Reference: Monitoring & Evaluation Expert

A. Background of Green India Mission

The Green India Mission (GIM) is a nationwide response to climate change. In response to these challenges, in 2011, the Government of India initiated a new national effort- the National Mission for a Green India, commonly referred to as the Green India Mission (GIM) which aims to improve the forest cover by integrating the issues of forest quality and ecosystem services. It aims at protecting, restoring and enhancing India's diminishing forest cover and responding to climate change by a combination of adaptation and mitigation measures. GIM takes a holistic view of greening and focuses on multiple ecosystem services, especially biodiversity, water, biomass, preserving mangroves, wetlands, critical habitats, and so forth. It also includes carbon sequestration as a co-benefit. GIM has adopted an integrated cross-sectoral approach to implement programs on public as well as private lands, and to give local communities key roles in planning, decision making, implementation and monitoring. The GIM builds on existing land and forest programs and seeks to develop convergence or synergies between programs to minimize duplication and increase efficiencies.

The Objective of Green India Mission at National level are:

- Increased forest/tree cover on 5 mn ha of forest/non forest lands and improved quality of forest cover on another 5m ha (a total of 10m ha).
- Improved ecosystem services including biodiversity, hydrological services and carbon sequestration as a result of treatment of 10 mn ha.
- Increased forest based livelihood income of about 3 million households living in and around the forests.

In accordance with the broad objectives of Green India Mission, Madhya Pradesh Forest Department is also implementing Green Credit Programme. The Mission seeks to implement activities in ecologically important and vulnerable regions of the state by ensuring the participation of forest dependent communities in its implementation. In Madhya Pradesh, the Mission will target the ecologically important and fragile areas for restoration and afforestation activities in the state and will support the livelihoods of forest dependent communities by making them a key stakeholder in mission activities.

It is proposed to hire services of Monitoring & Evaluation Expert for preparing various reports, out comes, new project proposals, related work etc. concerning Green India Mission and other activities in Madhya Pradesh.

B. Essential Qualification Required :

1. Post-Graduate Degree/ Diploma in Management

C. Desirable Qualification:

1. Post - Graduate Degree/ Diploma in Management with distinction ($\geq 75\%$) will be preferred.
2. Minimum 03 years of experience in Forestry/ Management/Finance/ Marketing in any Govt./PSU/MNC.
3. Experience of working on projects/ schemes with Central or State government departments in forestry sector will be preferred.
4. The incumbent should have knowledge and expertise in monitoring & evaluation, internal controls/systems development & implementation & reporting, general management and ability to resolve problems or situations that requires the exercising of good judgment.
5. Fluency in verbal and written Hindi and English with strong communication skills in presenting, discussing and resolving critical issues.
6. The incumbent should also have proficiency in computer operations and applications especially, Excel, MS Office, Power Point presentation.
7. Exceptional degree of integrity, judgment and tact in handling the most sensitive, diverse and confidential issues.

D. Job description:

1. The expert will be responsible for preparing various reports, outcomes, all the compliance work based on the monitoring & evaluation of the activities/ schemes operational in Green India Mission wing.
 2. In addition to the work related to GIM, the incumbent will be required to work on Green Credit Programme and the different phases of externally aided projects of GIZ, World Bank or any other external funding agency etc.
 3. Expert should prepare various reports, analyse outcomes and prepare presentations etc as directed by PCCF GIM.
 4. The incumbent will be responsible for internal controls/systems development & implementation, monitoring & evaluation, related work at O/o PCCF Green India Mission.
 5. The expert should be able to analyse the data & progress related to various activities/ work done under Green India Mission and Green Credit Programme and provide meaningful indicators and solutions/ suggest mid- course corrections to PCCF GIM.
 6. Process timely release of funds to the implementing entities and keep track and maintain database of funds released. S/he would ensure that the yearly utilization certificates are prepared and submitted to relevant authorities in a timely fashion.
 7. Coordinate with the relevant authorities for ensuring timely audits and to address the
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audit objection/internal control weaknesses, issues of disallowances, if any.

E. Process of selection:

1. The candidates will be shortlisted based on the information provided in the application form subject to fulfilling essential qualification.
2. Shortlisted candidates will be asked to present their credentials before the selection panel. Each candidate will be given 15 minutes to showcase his/her suitability for the advertised position.
3. Presentation will be followed by interview of the candidates by the selection panel.
4. The marking scheme will be as follows:
 - i. Desirable qualification 15%
 - ii. Additional qualification 15 %
 - iii. Presentation - 50 %
 - iv. Interview - 20 %

F. Remuneration: -

1. The remuneration for the service will be Rupees 65,000/- (Sixty-five thousand only) per month.
2. There will be a revision of monthly remuneration after every six months, starting from the new financial year, which will be based on the performance.
3. The expert shall be eligible for reimbursement of travel expenses and daily allowance equivalent to class II officer of M.P.

G. The duration of the contract will be for one year, subject to renewal on the basis of annual performance. Upon selection, an agreement will be signed between the two parties.

H. The assignee shall be entitled for 13 (Thirteen) days casual leave with 15 (Fifteen) days earned leave including 3 (Three) optional leave per year. Besides the above, no other kind of leave will be admissible.

Note: Minimum Age limit of the applicant should be 25 years and maximum age should not be more than 50 Years.

Expression of Interest must be submitted through postal mail or by email in the prescribed format.

Office Address: Office of PCCF Green India Mission

First Floor Block – C, Van Bhawan

Tulsi Nagar, Bhopal, Madhya Pradesh- 462003.

Email: apccfgim@mp.gov.in

Pro-forma for application

1. Advertisement number
2. Post applied for
3. Photograph (to be affixed on top right-hand side of the application)
4. Name (in block letters)
 - a. Date of birth
 - b. Nationality
 - c. Father's / Husband's name
 - d. Gender
 - e. Permanent Address
5. Address for correspondence along with PIN.
6. Email ID.
7. Mobile Number.
8. Aadhaar number
9. Educational qualifications from secondary level in following format (Along with copy of self-attested certificates)

S. No.	Course	Board/University/Institute	Year	Marks In %

10. Details of desirable qualification

S.NO.	Details of qualification	Remark



10. Experience relevant to the post applied for in following format (in months) if any.

(Along with copy of self-attested certificates)

Name of Organization	Period (from — to)	Position	Nature of Work

11. Declaration: I affirm that information given in this application is true and correct to my knowledge. I also fully agree that if at any stage it is found that any attempt has been made by me to will-fully conceal or misrepresent the facts, my candidature may summarily be rejected or employment terminated.

Place:

(Name/ Signature of the applicant)

Last Date of Submission of application form is 26.10.2025, till 5:00 p.m.

