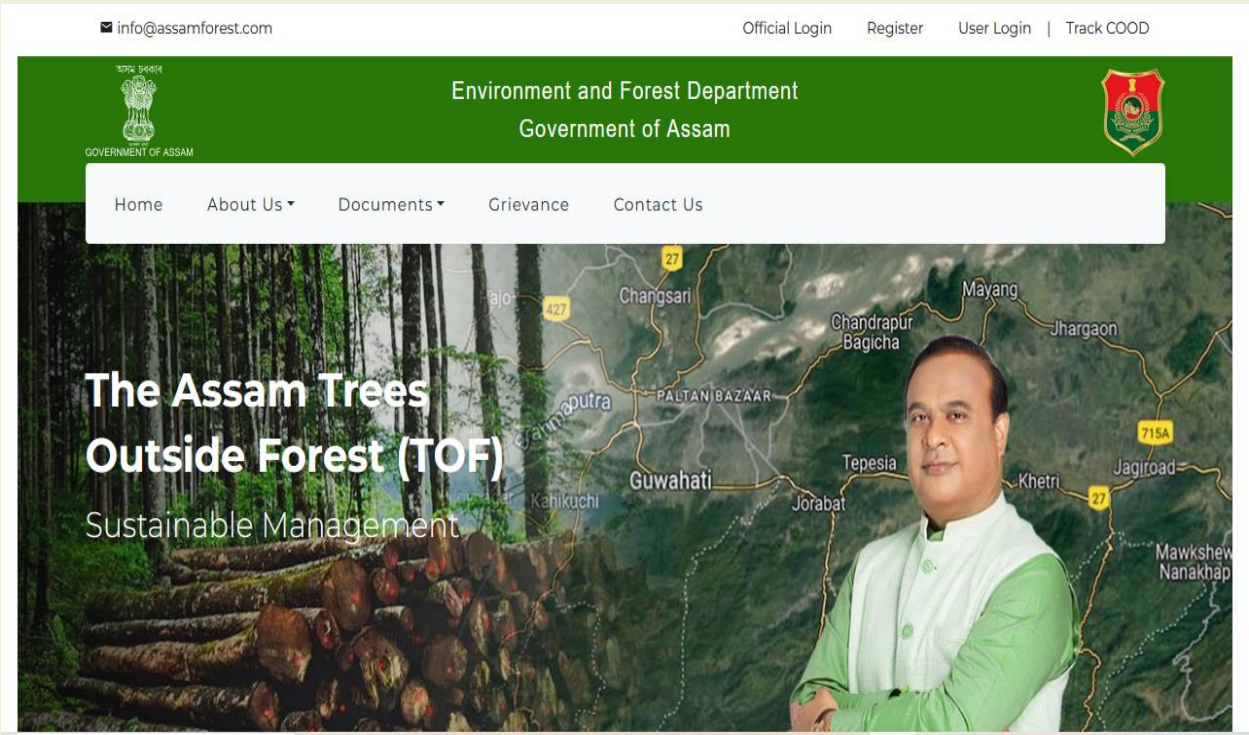


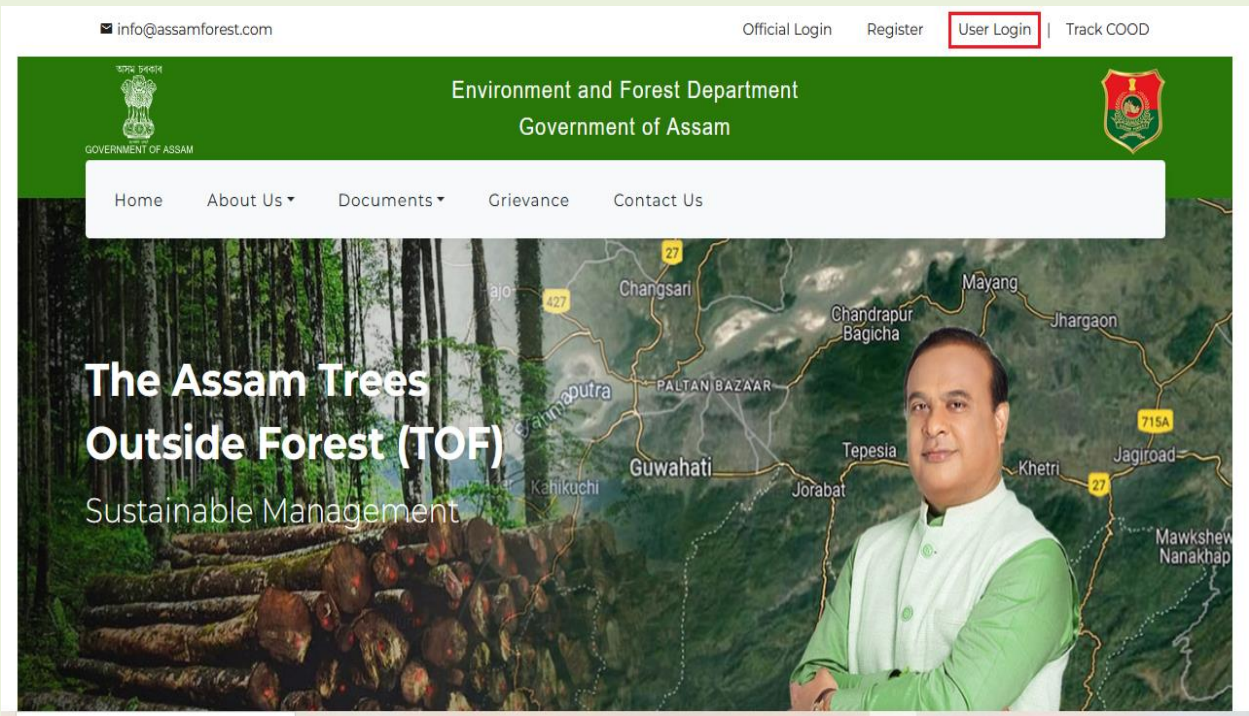
TREE OUTSIDE FOREST APPLICATION USER GUIDE FOR THE APPLICANT

Home Page

Enter URL: https://tof.assam.gov.in

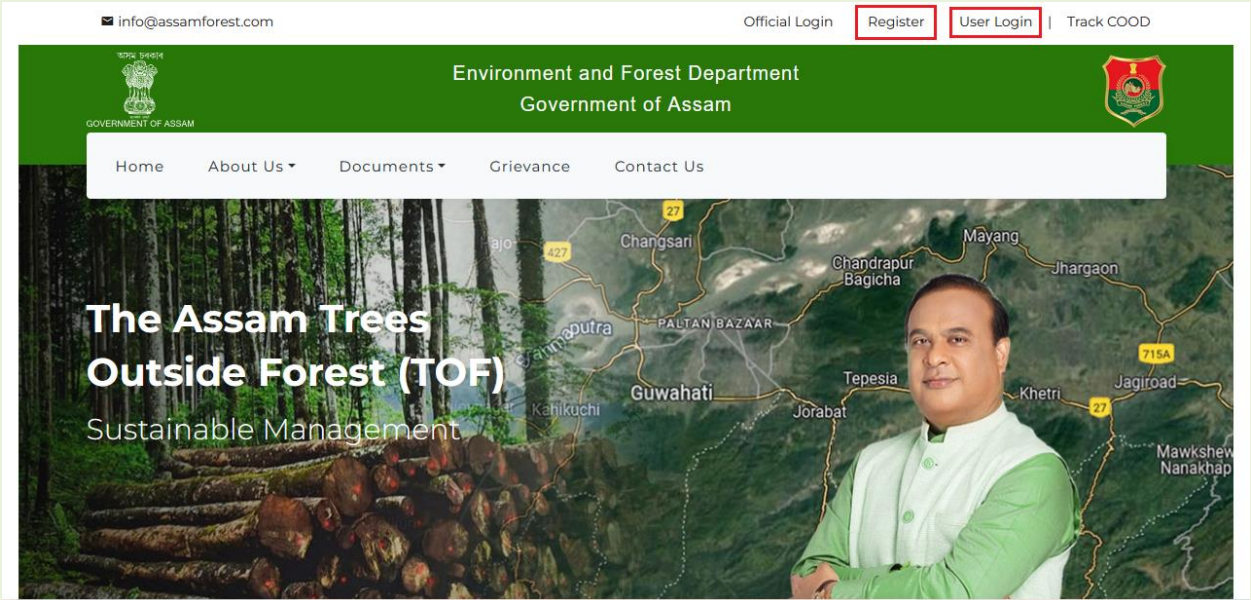


User Login



Sign-Up / Registration

Not a Member? Sign-Up / Register





Sign Up

Register

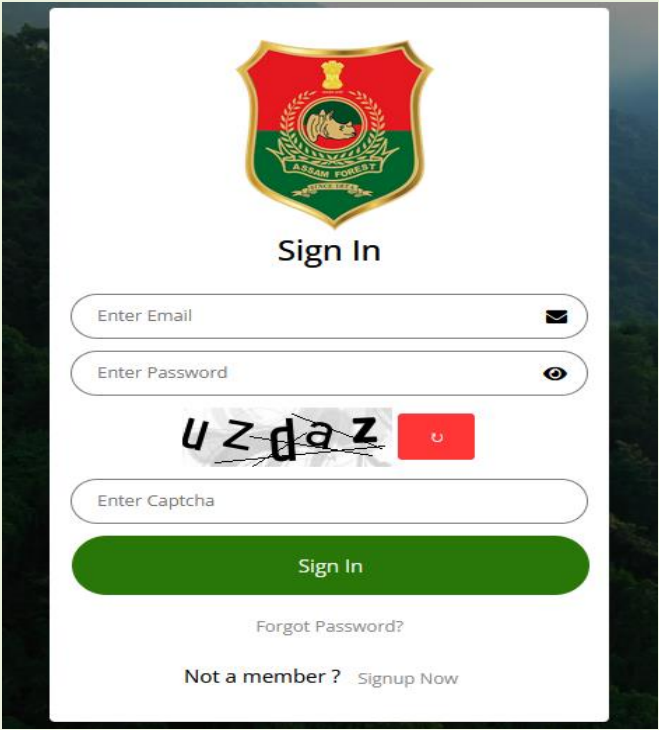
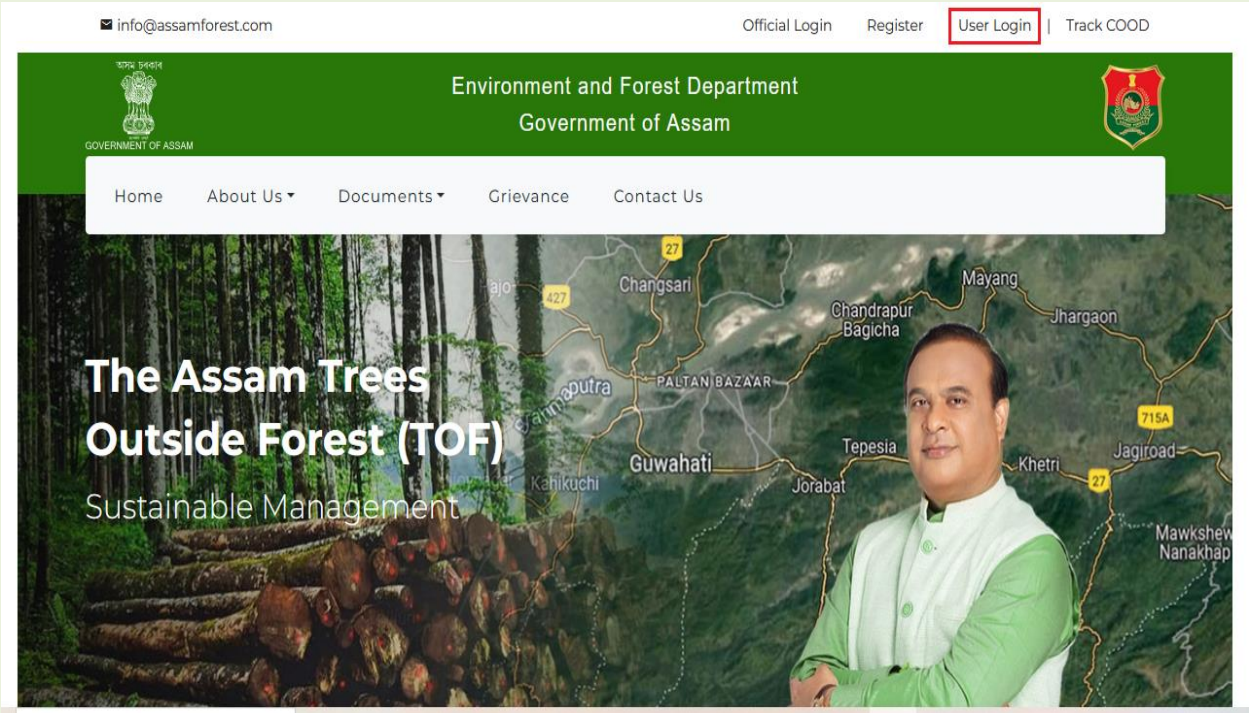
Already a member ? [Login Now](#)

- ➡ Name
- ➡ Mobile Number
- ➡ Email Address or User Id
- ➡ Password
- ➡ Confirm Password
- ➡ Register

★ Redirect to Verify OTP Screen – Verify OTP

Sign-In / Login

Already a Member? Sign-In / Login



- ➡ Email Id / User Id
- ➡ Password
- ➡ Captcha
- ➡ Sign-In

★ Redirect to Verify OTP Screen – Verify OTP

ENTITY REGISTRATION

ASSAM-TOF

Profile

Entity Registration

Registration of Plantation

Apply Certificate of Origin

Track Application

Add Entity Registration

Welcome to TOF

ASSAM-TOF / Add Entity Registration

Add Entity Registration

Firm Type *

Select Firm Type

Firm Name *

Enter Firm Name

Cin *

Enter Details

Registered Office *

Enter Registered Office

DETAILS

Partner Name *

Enter Name

Aadhaar Card No. *

Enter Aadhaar Card No.

Aadhaar Card File *

Choose File No file chosen

Pan Card No.

Enter Pan Card No.

Pan Card File

Choose File No file chosen

Applicant Details

Salutation *

--Select--

Name of the Applicant *

Enter Name of the Applicant

Father's/Husband's Name *

Enter Father's/Husband's Name

Ownership Type *

--Select Ownership Type--

Address (Hno, Street etc) *

Enter Address

Pin Code *

Enter Pin Code

District *

--Select District--

Revenue Circle*

Select Revenue Circle

Police Station *

Enter Police Station

Mouza *

Enter Mouza

Gram Panchayat *

Enter Gram Panchayat

Village *

Enter Village

Postoffice *

Enter PostOffice

Save

150 × 150

Upload Your Image *

Browse

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List of Entity

- ➡ Select Firm Type (Drop-Down)
- Proprietorship

➤ Partnership Firm

➤ Private Limited Company

➤ Public Limited Company

➤ Limited Liability Company

➤ Society

➤ Trust

➤ Individual

- Firm Name
- Registration Number / Trade license / CIN / Registration
- Registered Office

Firm Type Details

- Partner / Proprietorship / Director / Secretary / Individual
- Aadhaar Card No
 - Aadhaar Card Upload
- Pan Card No
 - Pan Card Upload

❖ **Add More**

Applicant Details

Salutation (Drop-Down)

- Mr.
- Mrs.
- Ms.
- Name of the Applicant
 - Upload Your Image
- Father's/Husband's Name
- Ownership Type (Drop-Down)
 - Owner
 - Lease
 - GPA Holder
- Address (H.No, Street, etc.)
- Pin Code
- District
- Revenue Circle
- Police Station
- Mouza
- Gram Panchayat
- Village
- Post Office

✱ **Save**

REGISTRATION OF PLANTATION

Welcome MichaleChange Password

ASSAM-TOFProfile

Entity RegistrationRegistration of PlantationApply Certificate of OriginTrack Application

Add PlantationWelcome to TOF

Add Plantation

Existing Plantation

- Adding additional Plantation Area for Registration for the same location.
- Adding new Plantation Area for Registration for a different location

Registration Certificate number
--Select Certificate--

Personal information

Salutation *

Mr

Father's/Husband's Name *

Daniil

Firm Name *

Mic-Mac

Name of the Applicant *

Michale

Applicant Category *

Private Limited Company

Ownership Type *

GPA Holder

Upload Your Image *

Browse

Address (Hno, Street etc) *

Karimgang,Assam

PIN Code *

788702

District *

Karimganj

Revenue Circle*

Karimgang Revenue Circle

Police Station *

Karimgang PS

Mouza *

Karimgang Mouza

Village *

Khatoli

Postoffice *

Katholi PO

Contact information

Mobile Number *

90878-90989

Email Address *

Michale@klexa.io

Plantation Location Details

Name of the Miyadi Patta (Periodic Patta)
Holder *

Enter Name of Pattadar

District *

--Select District--

Revenue Circle*

Select Revenue Circle

Police Station *

Enter Police Station

Mouza *

Enter Mouza

Gram Panchayat *

Enter Gram Panchayat

Village *

Enter Village

Forest Division *

--Select Division--

Forest Range *

--Select Range--

Forest Beat *

Enter Forest Beat

Dag Number*

Enter Dag Number

Pattana*

Enter Pattana

Year of issue of Patta*

Enter Year of Issue of Patta

Nature of Patta

☐ Periodic☒ Special Grant/TE

Plantation Area Details

Area of the Total Plot
Bigha

Enter Bigha

Katha

Enter Katha

Lecha

Enter Lecha

Total Area of Plot (In Bighas)

Enter Area Of Plot

Area In Hectares

Area In Hectares

Area of the Plantation
Bigha

Enter Bigha

Katha

Enter Katha

Lecha

Enter Lecha

Total Area of the Plantation (in Bighas)

Enter Area Of Plot

Area In Hectares

Area In Hectares

Geo Coordinates of the area under Plantation ⓘ

Distance Calculator

Plantation - Geo Tag Images ⓘ

Upload Photographs (Upload multiple photos upto 16)*

Choose FilesNo file chosen

Uploaded Photographs:

Details of Plantation

Year of Planting * ⓘ

Enter Year of Planting

Species * ⓘ

Select Species

Species wise no. of trees planted *

Enter Species wise no. of trees planted

Spacement1 (in meters) (Row to Row Spacing)

Enter Spacement (in meters)

X

Spacement2 (in meters) (Plant to Plant Spacing)

Enter Spacement (in meters)

Average height (in meters)

Enter Average height

Average girth (in meters)

Enter Average Girth

Boundary description of the plantation area ⓘ

Enter Boundary description of the plantation area

Total Number of Trees

Add More

List Of Documents To Be Submitted

Self-attested Land document/MiyadiPatta/Lease deed of land *View Sample

File (Upload upto 2mb)

Choose FileNo file chosen

Document Name

Enter Document Name

Document Detail

Enter Document Detail

Up to date land revenue payment receipt *View Sample

File (Upload upto 2mb)

Choose FileNo file chosen

Document Name

Enter Document Name

Document Detail

Enter Document Detail

Registration and/or Ownership details of the Tea Gardens *View Sample

File (Upload upto 2mb)

Choose FileNo file chosen

Document Name

Enter Document Name

Document Detail

Enter Document Detail

Plantation NotesRemarks

Enter Remarks

Save as DraftReady to SubmitCancel

Add Plantation

Existing Plantation

- Adding Additional Plantation Area for Registration for the Same Location
- Adding New Plantation Area for Registration for a Different Location
 - ★ Applicant can select Same Location or Different Location option based on the requirement
 - Select Certificate

Personal Information

- ➡ Auto Populated from Entity Registration
- ➡ Salutation
- ➡ Name of the Applicant
- ➡ Upload Your Image
- ➡ Father's/Husband's Name
- ➡ Applicant Category
- ➡ Firm Name
- ➡ Ownership Type
 - Owner
 - Lease
 - GPA Holder
- ➡ Address (H.No, Street etc.)
- ➡ Pin Code
- ➡ District
- ➡ Revenue Circle
- ➡ Police Station
- ➡ Mouza
- ➡ Gram Panchayat
- ➡ Village
- ➡ Post office

Contact Information

- ➡ Mobile Number
- ➡ Email Address

Plantation Location Details

- ➡ Name of the Miyadi Patta (Periodic Patta) Holder
- ➡ District
- ➡ Revenue Circle
- ➡ Police Station
- ➡ Mouza
- ➡ Gram Panchayat
- ➡ Village
- ➡ Forest Division
- ➡ Forest Range
- ➡ Forest Beat
- ➡ Dag Number
- ➡ Patta Number
- ➡ Year of Issue of Patta
- ➡ Nature of Patta
 - Periodic
 - Special Grant / TE

Plantation Area Details

- ➡ **Area of the Total Plot**
 - Bigha
 - Katha
 - Lecha
 - Total Area of Plot (In Bighas)
 - Area in Hectares
- ➡ **Area of the Plantation**
 - Bigha
 - Katha
 - Lecha
 - Total Area of Plot (In Bighas)
 - Area in Hectares

Geo Coordinates of the area under Plantation

Distance Calculator

- ➡ Area KML File Upload
- ➡ Plantation KML File Upload
 - Latitude (Geo Coordinates Auto Populated)
 - Longitude (Geo Coordinates Auto Populated)

Plantation Geo Tag Images

- ➡ Upload Photographs (Upload Multiple Photos Up to 16)

Details of Plantation

- ➡ Year of Planting
- ➡ Species
- ➡ Species Wise No. of Trees Planted
- ➡ Spacement1 (In Meters) (Row to Row Spacing)
- ➡ Spacement2 (In Meters) (Plant to Plant Spacing)
- ➡ Average Height (In Meters)
- ➡ Average Girth (In Meters)
- ➡ Boundary Description of the Plantation Area
- ➡ Total Number of Trees

❖ **Add More**

List of Documents to be Submitted

- ➡ Self-Attested Land Document / Miyadi Patta / Lease deed of land
 - File (Upload up to 2MB)
 - Document Name
 - Document Detail
- ➡ Up to Date Land Revenue Payment Receipt
 - File (Upload up to 2MB)
 - Document Name
 - Document Detail
- ➡ Registration and / or Ownership Details of the Tea Gardens
 - File (Upload up to 2MB)
 - Document Name
 - Document Detail

Plantation Notes

Remarks (Enter Remarks)

- ★ Save As Draft
- ★ Ready To Submit
- ★ Cancel

Edit Option for Plantation Application

User can Edit the Application if required and after Edit Click on Submit for Update the Details

- Save As Draft
 - Application details are in the saved As Draft Mode and User can Edit before Submit
- Ready to Submit
 - If Application details are Correct then User can Submit the Application, after Submit the Application User can't Edit any Details

Application Fee Payment Details

Application Fee Payment Details

Application Fee : ₹66,780.00 (66.78 hectares * ₹1,000.00 = ₹66,780.00) - (Sixty Six Thousands Seven Hundred and Eighty Rupees)

Payment Status : N/A

Transaction ID : N/A

Make Payment

View Payment Receipt and Under Taking After Payment

Application Fee Payment Details

Application Fee : ₹66,780.00 (66.78 hectares * ₹1,000.00 = ₹66,780.00) - (Sixty Six Thousands Seven Hundred and Eighty Rupees)

Payment Status : Success

Transaction ID : 1747725751228

TRANSACTION DATE	TRANSACTION NUMBER	AMOUNT	ACTION
20-05-2025 12:52:PM	1747725751228	₹66,780.00	View Payment Receipt

Make Payment

☐

I hereby undertake that the information/data/details provided by me in this application are true and authentic. In case any of the above information/data/details submitted by me are found to be incorrect, false, fabricated, forged during any inspection, investigation or enquiry by the Forest Department, Government of Assam, I understand that I shall be liable to be proceeded against as permitted under law.

Save & Submit

Back

CERTIFICATE OF ORIGIN

Registering Certificate of Origin (Above 5 KM and below 5 KM)

ASSAM-TOF

Profile

Entity Registration

Registration of Plantation

Apply Certificate of Origin

Track Application

Application for Certificate of Origin

Welcome to TOF

ASSAM-TOF / Add Certificate of Origin

Existing Certificate Of Origin

Adding additional Plantation Area for Registration for the same location.

Adding new Plantation Area for Registration for a different location

Registration Certificate number

--Select Certificate--

Purpose of Operation

Domestic Use

For Sale

Personal information

Salutation

Mr

Name of the Applicant

Uma

Father's/Husband's Name

Uma Sanikhar

Applicant Category

Trust

Firm Name

Uma&039;s

Ownership Type

Owner

Address (Hno. Street etc)

Karimgang,Assam

Pin Code

123456

District

Karimganj

Revenue Circle

Select Revenue Circle

Police station

PS

Mouza

Mouza

Gram Panchayat

GP

Village

Kachiatoli

Postoffice

PS

Upload Your Image

Browse

Contact information

Mobile Number

98798-79800

Email Address

Uma@gmail.com

Plantation Location Details

Name of the Miyadi Patta (Periodic Patta) Holder

Enter Name of Pattadar

District

--Select District--

Revenue Circle

Select Revenue Circle

Police Station

Enter Police Station

Mouza

Enter Mouza

Gram Panchayat

Enter Gram Panchayat

Village

Enter Village

Forest Division

--Select Division--

Forest Range

--Select Range--

Forest Beat

Forest Beat

Dag Number

Enter Dag Number

Pattano

Enter Pattano

Year of Issue of Patta

Enter Year of Issue of Patta

Nature of Patta

Periodic

Special Grant/TE

Plantation Area Details

Area of Total Plot

Bigha

Enter Bigha

Katha

Enter Katha

Lecha

Enter Lecha

Total Area of Plot (in Bighas)

Enter Area Of Plot

Area in Hectares

Area in Hectares

Area of the Plantation

Bigha

Enter Bigha

Katha

Enter Katha

Lecha

Enter Lecha

Total Area of Plantation (in Bighas)

Enter Area Of Plot

Area in Hectares

Area in Hectares

Geo Coordinates of the area under Plantation

Calculate Distance

Plantation - Geo Tag Images

Upload Photographs (Upload multiple photos upto 16)

Choose Files

No file chosen

Uploaded Photographs:

Details of Plantation

Year of Planting

Enter Year of Planting

Species

Select Species

Species wise no. of trees planted

Enter Species wise no. of trees planted

No. of trees to be fell

No. of trees to be fell

Spacement1 (in meters) (Row to Row Spacing)

Enter Spacement (in meters)

Spacement2 (in meters) (Plant to Plant Spacing)

Enter Spacement (in meters)

Average height

Enter Average height

Average girth

Enter Average Girth

Boundary description of the plantation area

Enter Boundary description of the plantation area

Add More

Total No of Trees

Total No of Trees To Fell

Tea Gardens Details

Registration and/or ownership details

Enter Registration and/or ownership details

List Of Documents To Be Submitted

Self-attested Land document/MiyadiPatta/Lease deed of land

View Sample

File (Upload upto 2mb)

Choose File

No file chosen

Document Name

Enter Document Name

Document Detail

Enter Document Detail

Up to date land revenue payment receipt

View Sample

File (Upload upto 2mb)

Choose File

No file chosen

Document Name

Enter Document Name

Document Detail

Enter Document Detail

Registration and/or Ownership details of the Tea Gardens

View Sample

File (Upload upto 2mb)

Choose File

No file chosen

Document Name

Enter Document Name

Document Detail

Enter Document Detail

Plantation Notes

Remarks

Enter Remarks

Save as Draft

Ready to Submit

Cancel

Add Plantation

Existing Plantation

- Adding Additional Plantation Area for Registration for the Same Location
 - Adding New Plantation Area for Registration for a Different Location
 - ★ Applicant can select Same Location or Different Location option based on the requirement
- Select Certificate

Purpose of Operation

- Domestic Use
- For Sale

Personal Information

- ➡ Salutation
- ➡ Name of the Applicant
- ➡ Father's / Husband's Name
- ➡ Applicant Category
- ➡ Ownership Type
- ➡ Address (House No, Street, etc.)
- ➡ Pin Code
- ➡ District (Dropdown)
- ➡ Revenue Circle (Dropdown)
- ➡ Police Station
- ➡ Mouza
- ➡ Gram Panchayat
- ➡ Village
- ➡ Post Office

Contact Information

- ➡ Mobile Number
- ➡ Email Address

Plantation Location Details (Mandatory)

- ➡ Name of the Miyadi Patta (Periodic Patta) Holder
- ➡ District (Dropdown)
- ➡ Revenue Circle (Dropdown)
- ➡ Police Station
- ➡ Mouza
- ➡ Gram Panchayat
- ➡ Village
- ➡ Forest Division (Dropdown)
- ➡ Forest Beat
- ➡ Forest Range (Dropdown)
- ➡ Dag Number
- ➡ Patta Number
- ➡ Year of Issue of Patta
- ➡ Nature of Patta
 - Periodic
 - Special Grant / TE

Plantation Area details

- ➡ Area of Total Plot

➤ Katha

➤ Bigha

➤ Lecha

➤ Total Area of Plot (In Bighas)

➤ Area in Hectares
- ➡ Area of Plantation

➤ Katha

➤ Bigha

➤ Lecha

➤ Area in Hectares

➤ Total Area of Plantation (in Bighas)
- ➡ Geo coordinates of the area under Plantation

★ Distance Calculator

Specify Total Area and Plantation Area by clicking on the “Distance Calculator”

➤ Nearest Reserve Forest

➤ Distance Category

➤ Total Area Geo Coordinates

➤ Plantation Area Geo Coordinates

Plantation Geo Tag Images

- ➡ Upload Photographs (Upload Multiple Photos Up to 16)

Details of Plantation

- ➡ Year of Planting

➡ Species

➡ Species wise no. Of Trees Planted

➡ No. Of Trees to Fell

➡ Spacement1 (in Meters) (Row to Row Spacing)

➡ Spacement2 (in Meters) (Plant to Plant Spacing)

➡ Average Height

➡ Average Girth

➡ Boundary Description of the Plantation Area

★ Add More

Tea Garden Details

- ➡ Registration and / or Ownership Details

List of Documents to be Submitted

Upload the following Required Documents:

- ➡ Self-attested Land Document / Miyadi Patta / Lease deed of Land

➡ Up to date land revenue payment receipt

➡ Registration and/or ownership details of Tea Garden

Plantation Notes

- ➡ Remarks (Enter Remarks)

- ✱ Save As Draft
- ✱ Ready To Submit
- ✱ Cancel

Edit Option for Certificate of Origin Application

User can Edit the Application if required and after Edit Click on Submit for Update the Details

- **Save As Draft**
 - Application details are in the saved As Draft Mode and User can Edit before Submit
- **Ready to Submit**
 - If Application details are Correct then User can Submit the Application, after Submit the Application User can't Edit any Details

Application Fee Payment Details

Application Fee Payment Details

Application Fee : ₹1,33,560.00 (66.78 hectares * ₹2,000.00 = ₹1,33,560.00) - (One Lakh Thirty Three Thousands Five Hundred and Sixty Rupees)
Payment Status : N/A
Transaction ID : N/A

Make Payment

Cancel

View Payment Receipt and Under Taking After Payment

Application Fee Payment Details

Application Fee : ₹1,33,560.00 (66.78 hectares * ₹2,000.00 = ₹1,33,560.00) - (One Lakh Thirty Three Thousands Five Hundred and Sixty Rupees)
Payment Status : Success
Transaction ID : 1747128628492

TRANSACTION DATE	TRANSACTION NUMBER	AMOUNT	ACTION
13-05-2025 03:01:PM	1747128628492	₹1,33,560.00	View Payment Receipt

Make Payment

☐

I hereby undertake that the information/data/details provided by me in this application are true and authentic. In case any of the above information/data/details submitted by me are found to be incorrect, false, fabricated, forged during any inspection, investigation or enquiry by the Forest Department, Government of Assam, I understand that I shall be liable to be proceeded against as permitted under law.

Save & Submit

Cancel

- ➡ Sl.No
- ➡ Book No
- ➡ Page No
- ➡ Tree Sl.No
- ➡ Tree No
- ➡ Log Sl.No
- ➡ Mid Girth (In MTS)
- ➡ Length (In MTS)
- ➡ Volume (In.CU.MTS)
- ➡ Cost
- ➡ Total Out Turn Volume
- ➡ Out Turn Cost

Out Turn Fee Payment Details

OutTurn Fee Payment Details

Royalty Fees : ₹26,601.56 -- (Twenty Six Thousands Six Hundred and One Rupees .Five Six Paise)

Payment Status : N/A

Transaction ID : N/A

Make Payment

☒

I hereby undertake that the information/data/details provided by me in this application are true and authentic. In case any of the above information/data/details submitted by me are found to be incorrect, false, fabricated, forged during any inspection, investigation or enquiry by the Forest Department, Government of Assam, I understand that I shall be liable to be proceeded against as permitted under law.

Cancel

Certificate of Origin Create Option

ASSAM-TOF

Profile

Entity Registration

Registration of Plantation

Apply Certificate of Origin

Track Application

Certificate Of Origin

Welcome to TOF

Certificate Of Origin List

Add Certificate Of Origin

Application No	Applicant Name	Division	Submitted/ReSubmitted Date	Status	Action
ARN-CO-110325-0000286	Mr. Sundar	Karimganj	11-03-2025 14:30:10	APPROVED BY DFO	Create CO
ARN-CO-261124-0000211	Mr. Sundar	Karimganj	26-11-2024 17:47:26	PIECE PASSING REPORT SUBMITTED TO ACF	
ARN-CO-221124-0000210	Mr. Sundar	Karimganj	22-11-2024 02:53:06	APPLICATION RECEIVED	
ARN-CO-041124-0000208	Mr. Sundar	Karimganj	04-11-2024 13:37:01	APPROVED BY DFO	Create CO

Generate Certificate of Origin Option

ASSAM-TOF

Profile

Entity Registration

Registration of Plantation

Apply Certificate of Origin

Track Application

Certificate Of Origin Documents

Welcome to TOF

Certificate Of Origin Documents List

Add Certificate Of Origin Document

Consignee Name	Application Number	Expiry Date	Status	Action
Ram	ARN-TOF-COD-009-130525-000040		CO CREATED	GENERATE CO

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Create CO Flow:

- ★ After DFO Approval “Create CO” will be enabled in the User Login
- ★ User can Add “Certificate of Origin Document” by click on the **“Add Certificate of Origin Document”**

- ➡ “Application for Certificate of Origin Document” will display following details :
 - Geo-coordinates of the area under plantation
 - Plantation location details
 - Two collapsible/expandable sections:
- ➡ Outturn Transportation Details
 - Consignee Name
 - Consignee Address
 - Division
 - Range
 - Date of Transportation
 - Vehicle Number
 - Vehicle Type
 - Total Number of Logs
 - Total Volume
 - Driving Distance
 - Distance Calculator Button
- ➡ Outturn Details
 - Log Serial Number
 - Species
 - Girth (Mts.)
 - Length (Mts.)
 - Volume (Cu. Mts.)
 - **Add More**
 -
- ★ **“Save & Submit”**

- ★ After **“Save & Submit”** **“Generate CO”** will be button enabled

- ★ User can submitted the CO document to DFO, by click on the **“Generate CO”**

Track Application



ASSAM-TOF

Profile

Entity Registration

Registration of Plantation

Apply Certificate of Origin

Track Application

Dashboard

Welcome to TOF

ASSAM-TOF / Dashboard

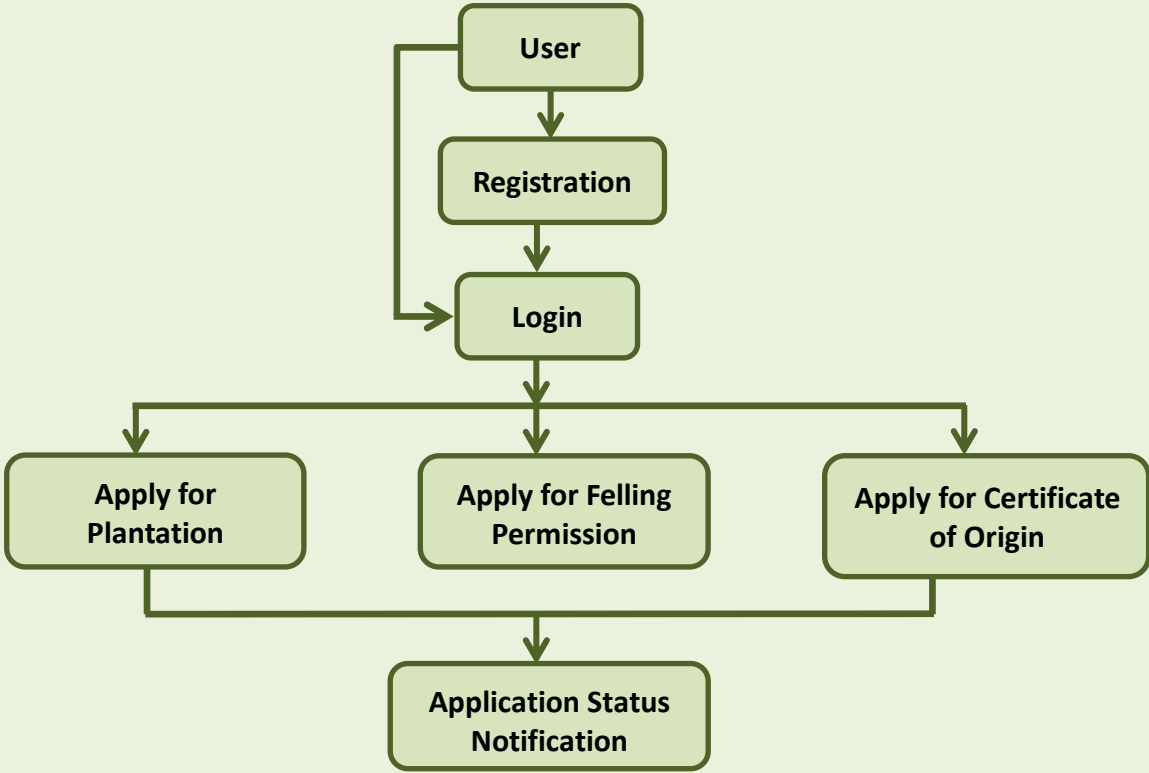
Track Application

ARN No*
ARN-TOF-003-130923-000002

Select Type*
-Select Type-

Track

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