



## *Andhra Pradesh Forest Department Code - Vol - I - Chapter - III*

### CHAPTER – III

#### ACCOUNTS OF TIMBER AND OTHER FOREST PRODUCTS

#### 44. Fellings, gross yield and out turn:-

(1) All trees to be exploited must be marked and measured and recorded in form No.3A (Old Form No.2). The felling should be recorded in Form No.4A.

(2) The gross yield of a forest is the total volume or quantity of all produce felled or cut, whether removed and utilised or not. The 'Out turn' or net yield comprises such portion of gross yield as has been or will be utilised.

(3) Wastages of material which can not be utilised will be written off in Form Nos. 5 and 6 (Old form Nos. 4 and 5).

(4) The value of sandal wood, redsanders wood, redsanders wood is so great that it is of paramount importance to protect Government against loss at every stage of sandal wood, redsanders wood operations beginning with enumeration of trees, felling, cleaning and classification, storage and disposal. The detailed procedure to be followed and the accounts to be maintained for the purpose will be regulated by the set of rules and instruction issued separately on the subject.

#### 45. Transportation of timber and other forest produce.

Transportation of timber and other forest produce from coupe to depot or any other place shall be done on a permit in Form-I in respect of forest produce to be removed by the lessees of the Forest Department from leased areas and in Form-II in all other cases. The permit can be accompanied by invoice have mentioning details of forest produce being transported. The permit and invoice have to be acknowledged at the depot or any other place where it is received, so that the reconciliation of timber accounts would be easy.

#### 46. Depots:-

- There are two classes of depots

i). Forest depots and intermediate depots

ii). Sale depots.

Forest depots are those where the forest produce is kept in the forest either to be delivered to the lessee or purchaser as the case may be.

Intermediate depots are those where the forest produce is stored before it reaches sale depot from forest area.

Sale depots are those where regular sales are held.

Forest depots and intermediate depots can be sanctioned by Divisional Forest Officer, whereas sale depot will be sanctioned by Conservator of Forests.

The receipt of timber etc., at a depot shall be recorded in Form 3B, and the details of disposals shall be recorded in Form 4 B.

#### 47. Sales of Forest Produce.

The timber or other forest produce should be formed into lots, each lot should be of one specification the timber classification should be made in the basis of quality, and girth classes. The details of the Forest produce should be entered in sale depot register in Form No.7. and lot wise register should be maintained in Form No.8.

- The upset price for each lot is to be prepared separately. The average rates obtained over the previous three sales be adopted for determining the upset price. For depots where such data is not readily available, average rates of adjoining depots be obtained for preparing the upset price. The upset price statement from division office should be submitted to Conservator for approval, at least ten days before the date of sale.

- Sale notice should be issued atleast a fortnight in advance and the list of lots to be sold should be furnished to intending purchasers at the time of sale.
- The bid list shall be in the form of bound book, and all the lots to be entered in the bid list at least one week in advance. When the lots remain unsold for three consecutive sales, the upset price may be revised depending on the condition of the produce under proper authority giving full justification.
- The sale results should be prepared by Divisional Forest Officer and submitted to Conservator of Forests, within two days of date of sale.

#### **48. Confirmation of sales.**

- The sales of forest produce becomes automatically confirmed by the 7th day of sale, if the sale is not revoked and if revocation order is not despatched to the purchaser by Registered Post on the seventh day at the latest.
- Revocation orders of sales, if any, ordered by Divisional Forest Officer shall be issued by Registered Post Acknowledgement due from the depot office.
- The purchaser has 1/4 th of the sale amount on the day of sale. The balance 3/4 th has to be paid as notified in sale notice. if the 3/4 th amount is not paid within the time stipulated, the sale is deemed to be revoked and the 1/4 th amount paid shall be forfeited to the state.
- Whenever any lot is to be disposed off at rate, which is less than 10% upset price, the Divisional Forest Officer can himself confirm sales. Whenever the deviation is more than 10%, the sale can be confirmed after obtaining approval of Conservator of Forests, giving full justification.

#### **49. Rules for maintenance of Registers:-**

(1) As the timber and other produce reaches a forest or sale depot it will be shown in the Depot register in Form No.7 as well the register if receipts and issues in Form No.5. Separate register should be kept for each description of produce such as

- (i) Timber including drift wood.
- (ii) Bamboos.
- (iii) Fuel and
- (iv) Other forest produce.

The returns in Form No.5 and 6 will be submitted monthly by Range Officer from forest and sale depot to the divisional Forest Officer. The officer-in-charge of the depot will certify at the foot of Form No.5 that the quantity of timber and other produce entered as balance on the day of submission is correct.

(2) The general receipt form in triplicate in C.F.No 140 is a receipt book used for all payments. On each cash transaction taking place, a receipt should be given to the purchaser, while a copy is forwarded to the Range Officer for submission to the Divisional Forest Officer with his monthly accounts and the counterfoil forms depot copy.

The pages of receipt books must be numbered before they are supplied to the depots.

The issue of receipts in manuscript is prohibited.

(3) All timber and other produce cut, collected and removed from the forests by consumers and purchasers will be entered in a monthly statement prepared in Form No.9 (Old Form No.8).

(4) All timber of revenue, including those shown in Form Nos.6 and 9, which are not fully realised during the month, will be entered in detail in Form No.10 (Old form No.9). The returns for March in each year will be accompanied by a brief explanation of the circumstances under which each items of revenue, which has been outstanding for six months or more, remains unadjusted.

If any outstanding revenue becomes irrecoverable it should be written off from the accounts under the orders of the competent authority. Such amount should be entered in Form No.10 in the Column. 'Recoveries during the month' and the authority for the entry being quoted in the "Remarks" Column.

- A register of leases in Form No.11 shall be maintained in every Divisional Forest Office. In this register all leases, whether of land or of forest produce shall be entered, but in the case of land leases for term of years, only actual outstanding to date need be shown in Form No.10.
- The instructions for preparing Forms 5,6 9, and 10 are contained in Appendix.14.

#### **50. Supplies to industries etc**

- The supplies to forest based industries would be done as per provisions of Andhra Pradesh Forest produce (Fixation of selling prices) Act, 1989. (Act No.29 of 1989).
- The supplies of forest produce to other Department of State Government, Government of India, public undertaking, Zilla Parishads, Panchayat Samithis etc., will be done subject to the following conditions:-
- The rates should be fixed every year or at a time for 5 years with provision for escalation for each year.
- The rates of items of supplies made at one time be fixed by Conservator of Forests concerned excluding the items taken up by the pricing committee at State level.
- Supplies be effected only on pre-payment of cost by the respective agencies.
- No concession of any type in the rates be entertained.

### 51. Leases of Forest Produce:

(1) The Forest produce (Minor Forest produce) required by Girijan Cooperative Corporation limited would be leased to them on annual basis by Government, and an agreement to this effect will be entered by Divisional Manager, Girijan Cooperative Corporation and the Divisional Forest Officer concerned, or as determined from time to time by the Government.

(2) The items of forest produce generally needed by Girijan Cooperative Corporation limited is given in Appendix.15.

(3) The other items of minor forest produce which are not needed by Girijan Corporation will be disposed off by Divisional Forest Officer concerned by calling for tenders from general public by open auction and such leases would be for a period of one year only.

(4) The details of leases shall be entered in Form.No.11, separate should be maintained for property and lease of forest produce.

### 52. Free Grants:-

1. Free grants should generally be sanctioned only in cases of emergency such as fire, flood and other calamities causing sudden damage and distress. All free grants, if possible, be supplied from unreserved lands and, when it is not possible, from nearest reserved forest or unreserved forest will be entered in Register in Form No.12.
2. The free grants require the sanction of Government, if they exceed the following values.

- For construction of large works of public utility such as Railway etc.

Principle Chief Conservator of Forests. ----- Rs. 5,000

- in other cases: Prl. Chief Conservator of Forests. ----- Rs 1,000

Divisional Forest Officer for village communals upto ----- Rs 1,000

for individuals upto ----- Rs. 250 each case

3. To other departments of State and Departments of Government of India for ` experimental purpose free of cost.

Prl.Chief Conservator of Forests upto value of ----- Rs. 50

produce in each case.

( Go. Ms.No.1809 F&A ( For. III) Department, Dt.2.7.1965).