

Government of Andhra Pradesh  
Forest Department

- 85 -

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Dated: 9-1-79.

Office of the Chief Conservator of  
Forests, Andhra Pradesh, Hyderabad.

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I/c. Chief Conservator of Forests.

CIRCULAR NO. 1/79 : CIRCULAR INSTRUCTIONS

Sub:- Departmental Extraction Scheme-Minimising cost of  
Production-Regarding.

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Departmental Extraction Schemes have been extended to the  
entire State during 1978-79.

From the experience of past 3 years working, it is observed  
with a little alarm that the expenditure incurred on staff has  
been varying between 20 to 29% of the total cost on the scheme.  
The expenditure on works has been also on a high note. But for  
purchase of lorries during 1975-76 and 1977-78, and some machinery  
and equipment, a few buildings the expenditure on non-recurring  
(capital expenditure) has been very little. This is so because  
our recurring expenditure and the expenditure on overheads have  
been very high. If serious thought is given to the details of  
this expenditure, I am sure the production cost involving direct  
expenditure/Visakhapatnam expenditure on works and staff employ-  
ed in departmental Extraction Scheme can be brought down consi-  
derably. This when done, would leave us some funds for works  
on capital outlay. ~~This xxxxxxxxxxxxxxxxxxxxxxxx~~ The Government have  
been insisting to accommodate any type of expenditure required  
under the scheme within the allotment only. The following are  
a few of the suggestions possible wherein the expenditure can  
be kept at a minimum.

- a) By filling up only the posts absolutely necessary depen-  
ding on work load.
- b) In recurring expenditure considerable sums are expended for  
dragging, drag paths, internal transport etc., This expen-  
diture has to be probed into as it should be allowed only  
in very difficult terrain and also minimum approach to  
loading head. They should also be advised to reconnoitre  
the terrain before working so that only minimum required  
expenditure can be approved. I would request the Conserva-  
tors of Forests to inspect the various coupes under working  
and only approve such of the expenditure that is absolutely  
necessary. Where the coupes are likely to be continued  
year in a particular series, the future link of this paths  
~~may xxxxxxxxxxxxxxxxxxxxxxxx~~ to the future years coupes  
may also be borne in mind while agreeing to some of these  
lay outs. That is, the main path may be devised centrally  
with a few feeder paths that are actually necessary for  
facilitating loading in trucks in the coupes. It may be  
impressed on the subordinates that the sanction of this ex-  
penditure is not taken for granted and anything not appro-  
ved subsequent is liable for recovery. The Addl. Chief Con-  
servator of Forests (Departmental Extraction) and I shall  
be inspecting during the course of my tours into the expen-  
diture incurred on drag paths, dragging and internal trans-  
port etc.,

contd....



- c) In spite of restrictions laid on expenditure booked under contingencies or office expenses I am pained to repeat that the Conservators have not been exercising any control ~~that~~ ~~the Conservators have not been exercising any control that~~ on their subordinates. It is impressed once again that under no circumstances the allotment should be enhanced more than what is provided in the budget. Even here I am sure if the Conservators apply themselves there would be still be some saving.
- d) The Departmental Extraction Scheme ensures labour welfare measures and amenities to labour and the funds allotted are also to be used very carefully and only with the prior approval of Conservators concerned. A record of the beneficiaries should be maintained both at the division level and the Circle level. They should be also reflected in the reports.
- e) The Conservators of Forests instead of leaving the review till the end of the financial year should have a strict watch on the monthly expenditure figures furnished in progress reports and also the proportionate revenue realisation for the expenditure incurred. The phased programme both for expenditure and revenue called for month-wise has to be promptly reviewed and the defaulters brought to the book. I hope the 1978-79 working of the Departmental Extraction Schemes would be more viable and the Conservators shall spare no pains to cut down expenditure at every level and ensure that the cost of production incurred is barest minimum possible. The schedule of rates drawn by the Conservators for various items of Departmental Extraction are being rationalised by a committee of Addl. Chief Conservators of Forests. A re-thinking should be done and if necessary revise the Schedule of Rates suitably so that there is no wasteful expenditure or misappropriation. In case of excess booking, amounts should be immediately recovered. Huge advances as far as possible should be avoided to the subordinates and strict recovery of all advances made to subordinates piece-contractors or tenderers. The Conservators of Forests during their inspections of field should also review the expenditure under various items of works inspected by the Conservators in their inspection. Similarly in the inspection of depots review of revenue also be made along with the expenditure incurred.

The receipt of the reference may be acknowledged in the slip enclosed to the circular and returned immediately.

Sd/- x x x  
Chief Conservator of Forests.