

FOREST DEPARTMENT.

Ref.No. 35131/79-M1

Office of the Chief Conservator
Dated: 15-5-1979. of Forests, Andhra Pradesh, Hydrabad.

Sri P. S. Rao, I. F. S.,
Chief Conservator of Forests.

CIRCULAR NO. 13/79-M1

Sub:- Leave- Availment of leave by officers of Forest
Department-Further instructions-Issued.

A copy of G.M.No. 25268/ For.II/79-2 dated 4-5-1979 is
communicated herewith.

2) All officers are informed that in future, no officer shall
request for cancellation of leave granted without valid reasons
as such action on their part in resulting in unproductive workload
both at Government's and Chief Conservator of Forest's office level.

Sd/- P. S. Rao,
Chief Conservator of Forests.

Copies of :-

GOVERNMENT OF ANDHRA PRADESH
FORESTS AND RURAL DEVELOPMENT DEPARTMENT.

Memorandum No. 25268/For.II/79-2

Dated: 4-5-1979.

Sub:- Leave-Indian Forest Service Officers-Andhra
Pradesh cadre- Availment of leave-Certain
instructions.

Of late, it has been noticed that many of the I.F.S. Officers
getting the earned leave sanctioned are applying again for cancella-
tion of the sanctioned leave without giving any valid reasons. It
shows that the officers are applying for the leave very casually
without proper advance planning to avail it. They are necessarily
increasing the work all round which could be avoided with a little
amount of care.

2. The Chief Conservator of Forests is, therefore, requested to
issue instructions to all the I.F.S. Officers indicating that they
should not apply for the sanction of earned leave without advance
preparation to avail it and that the leave once sanctioned will not
be cancelled hereafter, unless and otherwise there are very compell
reasons. The Chief Conservator of Forests is also informed that he
should not hereafter submit proposals for cancellation without care
fully examining the need for it.

SERAVAN KUMAR
SECRETARY TO GOVERNMENT