

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Ref.No.46960/E2/81,
Dated : 14.9.1981.

Office of the Chief Conservator
of Forests, A.P., Hyderabad.

Sri Munawar Hussain, I.F.S.,
Chief Conservator of Forests.,

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CIRCULAR NO. 27/81-E2.

Sub:- Division of plantations into sectors for
convenience of maintenance of records and
inspections; Regarding.

Large scale plantations are being raised in practically all divisions either under regular plantation schemes or Social Forestry Programmes. In several cases the area of individual plantations raised in a year exceeds 40 ha. Except in rare case where inspection paths in the form of Jeep tracks running through the length of the plantations (With one line of seedlings not plantations along the path) are maintained most of these large plantations are all in one compact block. Rarely are these plantations divided into sectors to facilitate keeping record for smaller areas and drawing up of in special notes. There are many obvious advantages of dividing any large plantation into bit and sectors of 8 to 10 ha. each, and maintaining records for each sector separately, after giving each sectors a number in serial order starting from the North West corner and proceeding in a clock wise direction.

It is, therefore, ordered that with immediate effect commencing with 1982 plantations, every plantation of and above 15 ha. in extent should be divided into 2 or more sectors each having an area of about 8 to 10 ha. through longitudinal or transverse division of the plantations depending on the shape and size of each plantation such that the individual sectors are nearly square in shape. The lines separating the individual sectors should be clearly demarcated with one row of seedlings not planted between the sectors. Sectors should be formed first on the surveyed sketch and then be transferred to the ground, after actual measurement, and while planting the area care taken to avoid planting one line between the sectors and on all sides in any directions, except along the plantation boundaries. Once each sector is assigned a Sl.No. (say sector 1,2,3, etc.) all information relating to plantation raising and maintenance should be recorded in the plantation journals sectorwise only. Thus the dates on which the actual planting/planting/weeding/soil working etc., was done in each sector, has to be recorded separately, which will greatly facilitate analysis of there-sults obtained at a later date.

Simultaneous with forming of sectors as indicated above in each plantation, jeepable tracks should also be maintained in these plantations by developing the sector lines only. In most cases the plantation areas already contain jeepable tracks particularly where the arewise clear followed the previous

year and timber/fuelwood transported through lorries from different parts of the coupé. All that need be done in such cases is to maintain such lorry tracks from the year of raising the plantations also, and leaving un-planted such lorry tracks, to facilitate subsequent movement over them by jeeps and perhaps movement of lorries at a later date when these plantations are being harvested. Proper maintenance of such jeepable tracks in all the plantations can only ensure that the Conservators of Forests and the Divisional Forest Officer and other senior officers, can visit all parts of the plantations by quickly going through same in a jeep. It is also noticed that through inspections of most big plantations are neglected for want of such jeepable tracks as Conservators of Forests, Divisional Forest Officers etc. are always in a hurry and are not able to spend 2-3 hours in each such plantation walking through the length and breadth to get a complete idea of all parts of the plantations. It is, therefore, in the overall interest of the department that jeep tracks are formed and maintained throughout the life of each plantation, and also that each plantation is divided into a number of sectors to facilitate keeping records by smaller areas, and also for recording the results of inspections for each sector separately.

The Conservators of Forests, and Divisional Forest Officers are requested to acknowledge receipt of this Circular Letter at once, the Divisional Forest Officers are requested to issue suitable instructions in detail to all their Range Officers and other staff on this very important item of work, and mark a copy of the same to the Chief Conservator of Forests also for information. All Officers may please note that any deviation from following scrupulously these Circular instructions at any level, will be viewed seriously and disciplinary action will be initiated against all concerned.

Sd/- A.L. Rao,
Addl. Chief Conservator of Forests
(Social Forestry)

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DEPARTMENTAL TEST - OFFICE PROCEDURE & ACCOUNTS
SHORT NOTES

PERSONAL REGISTER:-

This is an important Register to be maintained in all the offices in the Forest Dept., by all the Office Assistants. All papers received by the Jr/Sr. Asst. after entering in the number Book (inward Register) will then be register in this register, the subject matter, the ref. received from whom with ref. No. & date should be recorded in the register. In respect of all old cases, entries should be made in red ink showing the old file No. of the Section. The various columns of the Register should be noted as and when transactions occur to know the stage at which the file is pending. The last column of the Register gives the nature of final disposal.

Para (9) of Dist. Office Manual.