

FOREST DEPARTMENT

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Ref.No.6672/81/W1
Dated:23-1-1981:

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

Sri A.Ramakrishna, IFS,
Chief Conservator of Forests.

CIRCULAR NO.4/81

Sub:- Forest Dept - Forest works carried out by different Agencies - Complaints regarding payment of wages to the labour employed in the works - Instructions regarding maintenance of record by the supervising Foresters and issue of pass books to the Workers/Wage labourers issued.

At present Forest works and works in Departmental Extraction Schemes are being carried out on contract/Tender basis or entrusted to petty contractors or given on piece rate to a Worker/Group of workers or rarely carried out by Departmental staff on nominal muster rolls.

A lot of complaints are being received by the Government and the Chief Conservator of Forests that during many of the forest works undertaken by the Department such as Departmental Extraction Schemes, Regeneration works etc., the wages are not being paid properly to the labour employed in the works either by the petty contractors or by the Departmental staff. Recently there was a lot of furor in the Bhadrachalam, Logging Division where several complaints have been received in the matter of non-payment of wages.

This problem has been agitating the Chief Conservator of Forests for some time and it is felt that as there is no authentic record maintained either by the Department or the Contractors/Petty contractors Piece workers to whom the works have been entrusted on the quantum of work done by the each unit or the wages paid for the specified work except for the voucher, which is sent to the Accountant General justifying expenditure entered in a cash book it is not possible to enquire into such complaint.

It is, therefore, ordered that from 1-3-1981 (March 81) a register should be maintained by the subordinate officer who is supervising the works on the spot indicating the works undertaken by agent of the contractor/petty contractor/Piece rate worker or on muster, all details of works carried by each contingent of workers, amounts paid for the work and rates/wages paid for the same to the individual/Contractor/Group leader. Again each of the workers shall be supplied with a Pass Book in which the date together with quantum of work turned out amount paid as rate of payment should be entered attested by the disbursing officer.

Common proforma for the disbursement register to be maintained by the Forester/Dy.Range Officer/Range Officer and the Pass Book to be issued to each worker/Petty Contractor. Labour Group Leader are enclosed.

All the Officers Conservators of Forests are requested to see that these registers/Pass Books are immediately issued maintained to all the labourers and scrupulously maintained positively from 1-3-1981. The Supervising Officers i.e., the Range Officer, Sub-Divisional Forest Officer, Divisional

P T.O.

Forest Officer, Conservator of Forests etc. should make it a point to check these registers and ensure that they are maintained up-to-date and are available for check at all times.

This Circular should be acknowledged within a week of receipt.

Sd/-A.Ramakrishna,

Chief Conservator of Forests.

REGISTER OF DISBURSEMENT

Name of Division & Range

Sl. No.	Name of the locality.	Name & Details of work carried out.	Amount paid for each component of work.	Rate.	Amount paid to labourer and de-tails of work.	Remarks.
1-	2-	3-	4-	5-	6-	7- 8-

PASS BOOK

Name of the person performing the work

Date.	Work done.	Rate of payment.	Amount paid daily.	Remarks.	Name and signature of the disburser.
1-	2-	3-	4-	5-	6-

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DEPARTMENTAL TEST- OFFICE PROCEDURE & ACCOUNTS. SHORT NOTES

BOOK ADJUSTMENTS OR BOOK TRANSFERS:-

This means the entries made in the Govt. Accounts in respect of a financial transaction which does not involves any actual disbursement or actual receipt of cash. A book adjustment may represent a transaction between one Dept. to the other of the Govt. or a correction, in the entries already made in the accounts. However, the head "book transfers" is not operated in the Forest Accounts in A.P. The items relating to the other Departs., should be credited or debited in the accounts rendered to AG and the AG will make necessary transfers to the budget heads concerned.

() Art. 243 of AP Account Code Vol.III and local ruling under Art. 242 ()