

Ref. No. 6701/80/K1. Office of the Chief Conservator
Dt. 16.7.1982. of Forests, A.P. Hyderabad.

Sri A.K. Mathur, I.F.S.,
Chief Conservator of Forests.

CIRCULAR NO. 15 82.

1) It has been brought to the notice of the Chief Conservator of Forests, that copies of letter addressed to any Forest Officers on deputation to the Corporation etc. not being marked to the Vice-Chairman and Managing Director, A.P. Forest Development Corporation Ltd. which is in correct, in the usual course only Vice-Chairman and Managing Director should be addressed and copy marked to the Officer concerned is addressed. Copies of such letter should invariably be marked to the Vice-Chairman and Managing Director, A.P. Forest Development Corporation Ltd. Hence all officers are requested to take action accordingly in future without fail.

2) It has also been observed by the C.C.F. that any punishment awarded by any officer or by the C.C.F. are not complemented promptly or not effecting the recovery as ordered. This amounts to disobedience of orders of C.C.F. or the officers awarding the punishment. Sometimes, the punishments are not effected on the plea that the delinquent has filed an appeal and punishment may be implemented after the outcome of the appeal. This practice should be put to end forthwith. Disobedience of order of the C.C.F. or any other senior officer for that matter cannot be taken lightly.

All officers are therefore, requested to implement the punishment awarded by the competent authority particularly the recovery orders. Make necessary entry of the punishment in the personal file and report compliance soon after the receipt of the orders and furnish the recovery particulars to the concerned officer without waiting for the result of the appeal of the delinquent officer. As and when the appeal filed by the delinquent is settled in his favour. The punishment entered in Service Book after filing a copy of the punishment, personal file of the delinquent may be corrected accordingly. In case of the recovery ordered, the recovered amount can be claimed by the delinquent only after the settlement of the appeal in his favour by the competent authority. All officers are requested to act accordingly. Any deviation from these instructions may result in disciplinary action being taken against such defaulting officer. This should be noted.

3) All officers are requested to acknowledge this Circular immediately in the form enclosed.

Sd/- A.K. Mathur,
Chief Conservator of Forests.

/True copy/.

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