

GOVERNMENT OF ANDHRA PRADESH  
FOREST DEPARTMENT

Ref.No.20814/J4-87  
Dt. 10.7.87

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

Sri K.V.S.Babu, IFS.,  
Prl.Chief Conservator of Forests

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CIRCULAR NO. 10/87

Sub: Forest Department - F.S.R. for Forest works annual  
revision - instructions issued-reg.

Ref: 1. CCF.ref.No.57787/78-J4, dt.23.3.81  
2. -do- 31196/79-J4, dt.11.5.81  
3. -do- 42660/83-J5, dt.25.8.83

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In the reference 1st cited, all the Forest Circles were divided into 4 Zones basing on consideration of local labour for the purpose of uniformity in procedure in formulation and revision of F.S.R. and the Conservators of Forests were requested to follow the usual practice of finalising new items or revision of existing F.S.R. in their respective circles during zonal meetings of Conservators of Forests which should be normally based on workedout field data. It was also further specified that after Zonal meetings any increase or decrease of any existing rate or inclusion of new item if any shall be decided only after prior consultation with the other Conservators of Forests included in the zone and keeping it reasonably comparable to the corresponding rates in the adjoining circles to bring parity in F.S.R. with reference to minimum wages in different circles included in the zone.

2. In the reference 2nd cited Conservators of Forests were requested to take up the annual revision of F.S.R. once in a year only. The senior most Conservator of Forests of the zone shall be the convenor and he has also to co-ordinate the consultation during zonal meetings in finalisation of the rates of new item or revision wherever necessary and submit a copy of the summary of discussions held and decisions taken to the Chief Conservator of Forests for his perusal and record. However no time schedule was fixed for holding these zonal meetings by the Conservators of Forests with the result zonal meetings are being held even long after beginning of new financial year which is not desirable.

3. It is generally observed that zonal meetings by the Conservators of Forests are not being held well in advance as suggested. They have been issuing proceedings extending the continuance of the F.S.R. of the previous year until further orders and holding zonal meeting sometime late in succeeding financial year, by which time the Divisional Forest Officers are expected to finalise plan of operation and sanction estimates as per the then existing forest schedule of rates and execute works as per the calendar of operations on those rates. In this process it is possible that portion of works of the sanctioned estimates are executed partly to the date of revision of Forest Schedule of rates hence the need for sanction of revised estimates which is bound to create financial confusion. If the Forest schedule of rates are revised at this stage and given

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effect to from a date fixed thereafter, financial targets and budget provision are bound to get affected, and it also gives scope for audit objections. In order to avoid all such possible complications and confusion and enforce financial and budgetary discipline and improve the effectiveness of the usage of Forest schedule of rates, the following instructions are issued and the Conservators of Forests are requested to adhere to them in future.

- a) The Conservator of Forests will call Divisional Forest Officers meeting during preparation of revised budget of the current year and proposals of next year and finalise forest schedule of rates items for next year. The items to be revised or new items to be included shall be based on field data collected by Range Officers but checked in the field on the spot by the Divisional Forest Officers who will satisfy themselves regarding the reasonableness of rates proposed.
- b) In all cases of earth work in forestry operations and all items of building and road works the public works department, standard schedule of rates of the appropriate public works department circle in which these works are situated shall be followed as per standing instructions.
- c) Zonal meetings of Conservator of Forests shall be called latest in December and discuss only items proposed to be revised revised for which proposals with field data collected are put up to the meeting for discussions and approval.
- d) The revision of rates by the Conservators of Forests shall be based on field data collected by Range Officer and scrutinized and checked on the spot by Divisional Forest Officer giving full justification for the rate or revision. This increased/decrease of any particular rate shall be in conformity with the general price index/increase in the daily minimum wages notified by labour department for agricultural operation which are a kin to forestry operations.
- e) Where ever the annual revision of rate for any item is more than 10% of the preceding year, a special report shall be submitted to Prl.Chief Conservator of Forests on the need and justification alongwith approval and agreed field data for each such item for perusal and record.
- f) Daily and monthly minimum wage as fixed and notified by the labour department for agricultural operations for specified zones in the district shall be kept in view while finalising Forest schedule of rates and paid for labour employed by forest department on daily and monthly wages these minimum wages.
- g) The specification and forest schedule of rates of adjoining zones followed shall be kept in view while revising the forest schedule of rates to avoid usually large variations in rates for work of similar specifications in different but adjoining circles.
- h) All items in the forest schedule of rates should give full and detail specification for which the rate has been fixed.



i) As far as possible cost of materials shall be separated from labour rates to avoid confusion and materials shall be purchased observing the relevant rules invogue and actuals charged.

4. The zonal meetings shall also discuss and finalise specifications and calender of operations. Forest Schedule of Rates shall include separate calender of operation giving specific time limit in which the operations are to be carried out and expenditure charged.

5. After Forest Schedule of Rates is once finalised in advance in the zonal meetings there shall be no revision of rates or addition of new items to Forest schedule of rates without prior approval of Prl.Chief Conservator of Forests to whom proposals with data with justification for revision/ additions shall be submitted before the work is taken-up for execution. In case there is abrupt change in nursery or planting technology requiring addition or revision of many items the concerned zonal convenor Conservator of Forests, may propose to Prl.Chief Conservator of Forests additional zone meetings for considering these items.

6. Funds for works shall not be advanced by Divisional Forest Officers unless estimates are sanctioned by competent authority and work is provided in the scheme/plan of operations and rates provided are as per approved Forest schedule of rates invogue.

Please acknowledge receipt of reference.

Sd/- K.V.S.Babu,  
Prl.Chief Conservator of Forests.

To  
All officers in Distribution List-A.

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