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FOREST DEPARTMENT

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Dated: 4-8-1987

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.11/87

Sub: FOREST DEPARTMENT - Maintenance of R.F. Registers -  
and maps in the divisions, circles and Principal  
Chief Conservator of Forests offices - upto dating of-  
instructions issued-reg.

Ref: Araising.

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According to section 31 and 32 of Andhra Pradesh Forest Department Code a "register of Reserved Forests is to be maintained in each Forest division and copies of registers in the office of the Conservator of Forests concerned and Principal Chief Conservator of Forests. These registers are to contain notifications issued under the Forest Act declaring it as "Reserved Forest" together with particulars like publication particulars of the notification in Andhra Pradesh Gazette and District Gazette, the date as which the notification is given effect. Government orders with date, each Reserve Forest would occupy some pages of the volume so as to afford space for additions and corrections. A sketch map of the forest block also should form part of the record of each Reserve Forest.

All subsequent orders sanctioning changes in the constitution of any reserve as well as orders under section-17 and 23 of the Forest Act, granting further rights/disreservations within the Reserve Forest should be embodied in the same volume under the reserve to which they relate. The Forest notification will be numbered by the Divisional Forest Officer for each division and would be communicated to the Conservator of Forests concerned and Principal Chief Conservator of Forests.

There are copies of Reserve forest registers for each division available in the division, circles and Principal Chief Conservator of Forests offices. They were prepared long back by the respective divisions and copies supplied to the Conservators of Forests and Principal Chief Conservator of Forests. Subsequently there were lot of changes in the jurisdiction of the division, circles and also in the constitution of Reserve forests. These registers are exclusively for the forests notified U/s.15 only. There are many blocks which were notified U/s.4 and undergoing process of reservation and also blocks notified as protected forests and un-notified forests under the control of forests department.

Instances have come to notice that the copies of Reserve Forest Registers supplied to the Principal Chief Conservator of

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Forests do not contain full particulars like publication particulars in the gazettes, Government orders with dates. Notification Nos. etc. Some of the Forest blocks do not have sketch maps. Most of the sketch maps available in the registers do not contain the details adopted in the description of the notification with the result. They could not be utilised for the purpose to which they are maintained. Similar may be the case with circles and divisions.

There are large number of forest blocks notified as Reserve Forests in the recent past. But these forests also evidently not incorporated in the Reserve Forest registers free from omissions.

The forest notifications were issued in the past adopting area figures in Acres. Due to absence of converted area figures in hectares written-up in the Reserve Forest Registers, varied figures are adopted on different occasions of compilation of forest statistics. Hence there is need to write-up converted area figures for each reserved forest in hectares.

Recently it has been observed that the names of Reserve Forests are published in the survey of India maps do not tally with the names of blocks maintained by the department in certain cases. These omissions obviously due to not adequate interest shown in furnishing correct information to the Survey of India during their surveys. There is thus urgent need for the division to verify the names of all Reserve Forests of their divisions with the corresponding names mentioned in the survey of India maps, list out mistakes if any detected together with a block map prepared with reference to longitude and latitude and propose suitable corrections through the Conservator of Forests concerned to the Survey of India.

There are also instances where Right of ways and areas dis-reserved are not properly posted in the said registers and maps. With the result lot of avoidable complications and litigations are coming-up in the administration of the department.

The Principal Chief Conservator of Forests desires that upto dating of these records and maps should be taken up on top priority and completed within a shortest possible period. In order to complete this work on a phased basis the following instructions are issued.

1. The Divisional Forest Officer should keep his Draughtsman on this work exclusively for a fixed period if necessary giving assistance of one or two Foresters or Deputy Rangers.
2. A list of all Forest blocks with areas both in acres/hectares under different stages of Reservation are to be prepared.
3. The register of Reserve Forests for the division is to be prepared strictly as per the instructions contained under Section-31 and 32 of Andhra Pradesh Forest Code.
4. If any particulars are not available in respect of blocks transferred from other divisions they should be obtained through a special messenger and incorporated in the register.



5. The sketch map should be supplied with all details mentioned in the draft notification.
6. The names of blocks should be verified with the corresponding names mentioned for these Forest blocks in the survey of India latest editions and list-out omissions and commissions either in the names, or boundaries etc.
7. Proposals for corrections of mistakes under item-6 should be submitted to the office-in-charge survey of India Dehra Dun through the Conservator of Forests concerned marking copy to this office.
8. All the right of ways admitted in the Reserve forests subsequent to section 16/15/19 Notifications are to be incorporated in the additional sheets allotted to each Reserve Forest and on the map with authority.
9. All Forest areas denotified subsequent to the original notification are to be correctly incorporated.
10. After reconciling the number of Forest notifications with the required details, fresh register of Reserve forests should be prepared one each for the division circle and Principal Chief Conservator of Forest's office.
11. Separate registers for section 4, 24/29 and un-notified blocks should be prepared one each for division, circle and Principal Chief Conservator of Forests office.

In short any information about the forest block either at legal status, or area or boundary description or position or map should be available from these records without further clarification or verification in the field. These registers should reflect the actual position as on 31.7.1987.

To complete the above work by each division, they are allowed 3 months time from 1.8.1987. After completing the work by the Divisional Forest Officers, they should submit all the copies of registers through their Draughtsman to the Conservator of Forests concerned. The Circle Draughtsman in turn after carrying out thorough check with reference to circle records satisfy himself that the registers contain full particulars for each block. He should furnish verification certificate in each register. The Conservator of Forests should send the registers through his Draughtsman to the Principal Chief Conservator of Forest's office. The J' Section in Principal Chief Conservator of Forest's office carry out due verification of the details in the light of the particulars available with them with the assistance of the circle Draughtsman. The copies of registers so finalised will be kept in divisions Circles and Principal Chief Conservator of Forests, office for future maintenance. Out of 3 copies of the registers, one will be retained with the J' Section and the other two will be returned through the circle Draughtsman. The Conservator of Forests will return one copy of the Register to the Divisional Forest Officers concerned keeping one for his office.

The Conservators of Forests are requested to programme the work in circle office such that each time the circle Draughtsman to attend and complete two divisions at circle and Principal Chief Conservator of Forests level. But the entire circle work is to be completed within 6 months positively.



The Conservators of Forests and Divisional Forest Officers are requested to collect all old files connected to reservation, dis-reservation and admitted rights and incorporate all missing details in the register of Reserve Forests.

Where details like publication particulars of Gazettes, notification Nos. and Government letters with dates are not available in the divisions, these particulars should be obtained from the concerned Forest Settlement records by the Divisional Forest Officer and furnish in the register.

The Conservators of Forests and Divisional Forest Officers are once again impressed that the above records are title records of the Reserve forests and effecting Management of the legal boundaries of the forests entirely rests with the correctness of the above records. There is also need to correct revenue records and maps, survey of India maps as per records and maps so far as Reserved Forests are concerned. Once the records and maps of this department are upto dated and properly maintained, there should not be much difficulty to incorporate these details in the records of other departments. Considering the importance of work it is essential that the Divisional Forest Officers and Conservator of Forests should take up this work on top most priority and get it completed satisfactorily well within the targetted time schedule.

The Conservator of Forests and Divisional Forest Officers are requested to acknowledge the receipt of the reference by return post and initiate action forthwith.

Sd/- PUSHP KUMAR  
CHIEF CONSERVATOR OF FORESTS (M)

To  
All Conservators of Forests (Territorial)  
All Divnl. Forest Officers (Territorial)

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