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GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Ref.No.53348/90/S3,
Dated:22.8.1990.

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

Sri M.Sitarama Rao, IFS.,
Prl.Chief Conservator of Forests.

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Circular No.14/90/S3.

Sub:-Working Plans-Revision of Working Plans-Delay
in working Plan Write ups-Change of Administra-
tion control of working Plan Parties-Circular
instructions-Issued-Regarding.

1. There are (7) seven Working Plan Parties functioning at various places in the State. The out turn of these Working Plan Parties is far from satisfaction as abnormally long years are being taken to complete the assigned task of preparation of Working Plans for specified divisions. The factors contributing to the abnormal delays are: Utilising the Working Plan parties for other works like beat enumerations, Survey of encroachments, the seasonal beedi leaf checking, keeping the sanctioned posts of ministerial and Executive staff vacant for long periods, the officers assigned with the task not monitoring, reviewing, guiding or doing the work etc. The list thus goes on.
2. The Working Plan preparation should not normally take more than 2 to 3 years period provided the Conservator of Forests/ Working Plan Officers assigned with the task of preparation of the Working Plans give due attention to their assignment and Co-operation is extended by the territorial officers to the Working Plan Officers. The task of the present day Working Plans is much more easy as most plans are only to be revised involving no original work, taking into consideration the latest trends in forest and Wild Life Conservation and afforestation.
3. The work of the Working Plan Officers and the Conservator of Forests in charge of the work has been closely monitored and reviewed in the last 3 months period and in order to achieve the objective the following orders are issued. The administrative control of all the Working Plan Parties is transferred to the respective territorial Conservator of Forests in whose circle jurisdiction the Working Plan division now exist or may exist in future, as they will have good comprehension about the area, problems, management issues, supervision and positioning of the staff in minimum time close monitoring, reviewing, budgetting etc. However the Conservators of Forests, Project Formulation Circle will act as the technical advisor to the Working Plan Officers to get the Working Plans completed within the time frame fixed.
4. The Conservator of Forests territorial shall henceforth review atleast once a month with the Working Plan Officers concerned in his circle and critically review

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the work and progress of the said Working Plan Officer issue review notes and maintain a progress register with following salient features in their office as well as in the Working Plan Offices and which may be got perused by the Principal Chief Conservator of Forests/Chief Conservator of Forests (Development) whenever reviews of the Working Plans are taken up by them.

Progress Report of the Working Plan Division.

Name of the Working Plan Division 6 _____
 Circle _____

Sl. No.	Nature of Work	Work assigned with time out Schedule	Work carried out during the month	Backlog if any with reasons.	Remarks.
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1. Field Work
2. Office Work
3. Mapping Work
4. Drafting of Chapters
5. Approval of the CF. PFC Circle or other wise
6. Fair copying of chapters.
7. Finalisation schedule
8. Staff
9. Budget
10. Other items if any.

5. It is for the Conservator of Forests, Project Formulation circle to get himself closely associated with the field, mapping and drafting of chapters work one by one obtained from the Working Plan Officers through the concerned territorial Conservator of Forests and get the Working Plan assigned completed as per the Working Plan code provisions and he is solely responsible for the same. It is the responsibility of the respective territorial Conservator of Forests to get the Working Plan assignment completed as per the time schedules fixed. He will get the Conservator of Forests, Project Formulation Circle associated for the technical discussions and field work from time to time. The Working Plan Officers will submit the drafted chapters/maps etc. first to the territorial Conservator of Forests under whose administrative control they shall henceforth work and after getting it vetted by them with their expert comments suggestions or corrections, submit the same to the Conservator of Forests, Project Formulation Circle for final technical approval. Each batch of chapters/maps etc. so submitted either to the Conservator of Forests, Territorial or to the Conservator of Forests, Project Formulation Circle shall be cleared by them within a maximum of seven days time from the date of their receipt. Separate instructions are being issued with regards to budgetary matters.

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6. The Conservator of Forests, Project Formulation Circle is requested to transfer all the records with immediate effect pertaining to all the Working plans to the concerned territorial Conservators of Forests and obtain acknowledgement to that effect and report compliance to this office by 20-9-1990. The above circular instructions shall come into effect from 1-9-1990.

7. The receipt of the circular may please be acknowledged.

Sd/- M.Sitararama Rao,
Principal Chief Conservator of
Forests.

To
The Conservator of Forests, Project Formulation Circle,
Hyderabad and all Working Plan Officers for necessary action.

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Ref. No. 14038/88/A3

Dated: 17.9.1990.

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

Sri. M. Sitararama Rao, IFS.,
Prl. Chief Conservator of Forests

Circular No. 15 /90/A3

Sub:- Estt. - F.D. - A.P.J.F.O.Assn. - Supply of
Uniform materials to the Forest Subordinates -
Introducing (3) Patties to the F.Gs. in Forest
Department - Orders issued - Regarding.

The Andhra Pradesh Junior Forest Officers' Association has represented to the Hon'ble Minister for Forests during their Meeting held on 7.7.1989 that (3) 'Patties' should be introduced to Forest Guards to avoid confusion in recognition with the other uniform staff. While communicating the Minutes of the said meeting, Govt. have requested to take necessary action. The association has also requested in its sub-committee Meeting to allow the Forest Guards to wear (3) 'Patties' on the shoulder of left hand.

Considering the request of the Association and in pursuance of the Minutes of Meeting held in the Chambers of the Hon'ble Minister for Forests on 7.7.1989 (communicated by the Govt. in G.M. No. 17688/For.IV/89-1, dated 22.9.1989) and pending amendment to the relevant uniform Rules, the Forest Guards are permitted to wear (3) 'V' shaped green colour 'Patties' 2 cm., in width, on left shoulder, with immediate effect.

The A.P. Junior Forest Officers' Association has agreed to supply the above 'patties' to the Forest Guards and therefore, no material is required to be supplied from this office.

Sd/- M.Sitararama Rao,
Prl. Chief Conservator of Forests.

1. The officers in Distribution List 'A'.