

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Ref. NO: 16708/90/A1
Dated : 18.2.1991.

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

Sri. M. Sitarama Rao, IFS.,
Prl. Chief Conservator of Forests
CIRCULAR NO. 22/91

The Prl. Chief Conservator of Forests had evolved a procedure for allotment of staff from territorial Divisions to Special Duty Divisions vide CCF's Circular No. 5/33, communicated in CCF's Ref. No. 51504/82/AA2, dated 22.2.1983. These instructions were being reiterated from time to time by Prl. Chief Conservator of Forests. However, past experience, especially in case of Wild Life, Social Forestry, Research and Development, Compensatory afforestation Project Circles etc. has shown that this procedure is not being followed by concerned territorial Conservators of Forests in preparing panels for allotment to special divisions.

Generally, good workers are being retained in Territorial divisions and only unwanted persons are being proposed to Special Divisions. Such undesirable persons are unable to execute the timely operations of Special duty divisions and also often resorting to irregularities like excess expenditure, misappropriation, indiscipline etc. All these are resulting in hampering of timely seasonal operations and also causing additional burden of disciplinary process on the bare minimum office staff of special divisions. The importance of works of Special Divisions vis-a-vis Territorial Divisions was clearly emphasised in Chief Conservator of Forests Circular cited above.

Therefore, in the interest of speedy and effective implementation of prestigious schemes like Compensatory Afforestation Scheme etc., and also taking into consideration the aspect of protection problems in territorial divisions, it is suggested to incorporate a modification to the above procedure. In those cases, where the territorial Conservators of Forests and conservators of Forests of special state level circles are agreeable in respect of any person that person could be straightaway proposed to Prl. Chief Conservator of Forests for allotment. In those cases, where these two Conservators of Forests do not agree, then a panel of names shall be prepared, consisting of (3) names for each post by each Conservator of Forests. For all such subordinates in the joint panel, detailed service history shall be prepared by Territorial Conservator of Forests if the following proforma.

Sl. No.	Name of the subordinate	Category	Date of birth & Age as on	Date of entry into the category/Cadre.
1.	2.	3.	4.	5.

Date of working in the present post & total service therein.	Adverse Remarks passed year-wise	Pending charges Year-wise & nature of charges.	Punishments given with Ref. Proceedings & Date.
6.	7.	8.	9.

P.T.O.

Details of former
in special duty.

Remarks (whether
recommended or
not recommended)

Post

Duration

10

From
11.

To
12.

13.

This service history will enable the Prl. Chief conserva-
tor of Forests to assess the antecedents of each sub-ordinate.

Out of such joint panel, the Prl. Chief Conservator Forests
may be recommended to post 50% from each Conservator of Forests
panel. When once the panel is finalised, no representation will
be entertained unilaterally or sue m. by any Authority i.e.,
either Territorial Conservator of Forests or Conservator of
Forests, Special Circle for a cellation of any name. In these
cases, where the persons get their deputations cancelled by
competent authority for other than administrative reasons, the
concerned territorial Conservators of Forests and Divisional
Forest Officers s watch carefully the conduct and work of such
subordinate pursue action on any commissions or commissions.

The receipt of this circular should be acknowledge by
return of post.

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