

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Rc.No. 68208/91-J4(i),
Dated: 4-9-1993.

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

Sri H.K.Desai, I.F.S.,
Prl.Chief Conservator of forests.

C I R C U L A R No.7/1993

Sub:- BUILDINGS – Private buildings taken on lease for locating Government
Offices – Further instructions – Issued.

Ref:- PCCF's (Circular No.15/1985) Ref.No.19/02/85/J2, dated 27-5-1985.

In this office Circular cited above detailed instructions were issued on the subject of occupying private buildings for accommodating Government offices. According to these instructions, if the rent fixed by the concerned Executive Engineer (R&B) exceeds the competency of the Divisional Forest Officer or Conservator of Forests they should be submitted to the Prl. Chief Conservator of Forests or Government for sanction of rent and subsequently each year proposals should be received by the Divisional Forest Officer or Conservator of Forests in advance, so that sanction may be accorded within a month of commencement of the financial year to avoid complaints from the owners for non-payment of rent. But instances have come to the notice of the Prl.Chief Conservator of Forests/Government that the officers are not following these instructions and causing much delay in payment of rent to the house owners. Therefore, the following further instructions are issued for strict compliance.

The proposals for continuance of offices in private building must be submitted to the Prl.Chief Conservator of Forests/Government one month in advance of the expiry of the last sanction given by the Prl.C.C.F./Government and in no case for whatever may be the reason there shall be no abnormal delay in submitting proposals to the Prl. Chief Conservator of Forests/Government. The proposals must also give a detailed report, specifying the steps taken by the subordinate officer to find out a suitable building within the eligible carpet area. Further any proposal submitted in future after three months of the date of expiry of last sanction given by the Prl.Chief Conservator of Forests/Government must be accompanied by a special note explaining the reasons for the delay in the submission of the proposals.

The Conservators of Forests/Divisional Forest Officers are also requested to obtain and submit information whether the rent fixed by the concerned Executive Engineer (R&B) has got the approval of Rent Fixation Committee headed by the Joint Collector concerned as per instructions of the Government issued in G.O.Ms.No.269, Transport, Roads and Buildings-BI) Department, dated 3-8-1985. A copy of the orders of rent fixation approved by the Joint Collector concerned must be submitted along with the proposals in future.

All the officers are requested to follow the above instructions scrupulously in future to avoid complaints from the owners of the private buildings for delayed payment of rents. No proposals received in deviation to the said instructions will be entertained for action and the officer concerned shall be held personally responsible for the consequences thereafter.

They are requested to acknowledge the receipt of this Circular in the proforma enclosed.

Sd/- P.L.Mareddi,
for Prl.Chief Conservator of Forests

To
All the Officers as per distribution List 'A'