

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

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Rc.No. 19153/95/R2,
Dated: 17-10-1995.

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

Rc.No.
Dated:

Sri M.Kamal Naidu, I.F.S.,
Pri.Chief Conservator of forests.

C I R C U L A R No.12/95

Sub:- Fast information system – furnishing of daily report on Revenue and
Expenditure to the respective D.T.O./S.T.O. – Circular Instructions issued –
Regarding.

The Government vide G.O.Ms.No.176, Fin.& Plg.(FW Admn.I) Department, dated 4-7-1995 and this office in PCCF Ref.No.19153/95/R2, dated 8-8-1995 have given instructions to all the drawing officers to furnish the day to day figures of revenue and expenditure to the respective treasuries in the prescribed proforma. Some of the drawing officers are not adhering to the instructions causing problems in the process of acquiring information at Government level. The Government have taken a serious note of this and withdrawn cheque drawing power of certain officers vide Memo.No.37324/309/A2/Admn.I/95, dated 15-9-1995.

In view of this development, all the Conservators of Forests are instructed to ensure that the instructions given by the Government in this regard are adhered to scrupulously. Any laxity in this regard will be viewed seriously. All the drawing officers in the Department are hereby instructed.

1. To submit daily expenditure and revenue figures to their respective treasury in the prescribed proforma without fail.
2. If the drawing officer is on tour he should make an arrangement that the required information is furnished by the Superintendent/Accountant or the office to the Treasury and take post approval.
3. The Divisional Forest Officers/Drawing Officers should give the following certificate along with the fortnightly diary.
"Certified that the daily report on revenue and expenditure in the prescribed proforma (G.O.Ms.No.176, F & p. DT.4-7-1995) is furnished to the D.T.O./S.T.O. during the entire F.N. endings on"
4. A register in the division office should be maintained and the Superintendent of the officer should record that the required information is furnished to the treasury on day-to-day basis. The register should be made available to the inspecting officers whenever demanded.
5. The Conservators of Forests should make it a point to review this subject frequently and also when they are on tours.
6. The Conservators of Forests are also requested to check-up whether the instructions given in this circular are followed properly or not and ensure that the Government instructions are adhered to.

Any laxity in following these instructions will be viewed seriously. The Conservators of Forests should realise that, the Government may view this issue very seriously and may take the drastic measure of withdrawing the cheque drawing powers of the Forest Department. This is a very valuable and useful power in the hands of Forest Department for timely execution of works and timely payments. Let it not be lost due to our own negligence.

The officers in the address entry are requested to acknowledge the receipt of this circular by return of post.

Sd/- M.Kamal Naidu

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