

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

// 111 //

Rc.No. 3180/96-A1,
Dated: 21-07-1997.

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

Sri S.D.Mukherji, I.F.S.,
Pri.Chief Conservator of forests.

CIRCULAR No.11/97/A1

Sub:- Establishment – Forest Department – Transfer and posting of F.R.Os by the Conservator of Forests – furnishing of copies of the Service orders issued to Pri.CCF for verification – quarterly return on vacancy position – Instructions – Issued.

As per the A.P. Forest Subordinate Service Rules, Pri.Chief Conservator of Forests is the appointing authority for category of Forest Range Officers. In G.O.Ms. No.138, E.F.S. & T. (For.IV) Department, dated 9-9-1993, the post of Forest Range Officer is made as Gazetted. As per Rule 12 of A.P. Forest Subordinate Service Rules Conservators of Forests are the competent authorities to effect the transfers of Forest Range Officers within the Circle. Pri.Chief Conservator of Forests is competent to effect the transfers of Forest Range Officers from one Circle to another Circle within the zone.

Detailed instructions were issued to all the Conservators of Forests in Pri.CCF's Rc.No.13165/95-A1, dated 25-7-1995 about the transfers and postings of Forest Range Officers. The Conservators of Forests were also requested from time to time to furnish the vacancy position of Forest Range Officers by the end of each quarter so as to reach Pri.CCF by 5th succeeding month after the end of each quarter. The Conservator of Forests were also advised to furnish all copies of the transfer orders, posting orders issued to the Forest Range Officers to Pri.C.C.F. to maintain upto date information on the posting of Forest Range Officers.

It has been observed, that some of the Conservators of Forests are not following the instructions issued and not do plying with the instructions.

1. The vacancy position of the quarterly periodical list not being submitted promptly.
2. The Service Orders issued in respect of postings and transfers of Forest Range Officers are not marked to Pri.Chief Conservator of Forests.
3. The Conservators of Forests are filling up of the short leave vacancies also by posting the Forest Range Officers on leaves and writing for postings even without taking prior permission for premature transfers of the Forest Range Officers proceeded on leave.
4. The posting orders issued to Forest Range Officers are being changed without prior approval of Pri.Chief Conservator of Forests.

Taking into consideration of the above lapses, the following instructions are issued.

1. The quarterly periodical on vacancy position of Forest Range officers should be submitted to the Pri.CCF by 10th succeeding month at the end of quarter. The F.R.O. on leave should be indicated in the quarterly vacancy position.
2. All Service Orders issued in respect of postings and transfers of F.R.Os should invariably marked to the Pri.Chief Conservator of Forests.
3. All premature transfers even in respect of leaves vacancies should be got approved by the Pri.Chief Conservator of Forests.
4. The short leave vacancies (i.e., below two months/subject to approval should not be filled up even with the overstayed F.R.O. in that place without approval of the Pri.Chief Conservator of Forests on the ban period on transfers.
5. The posting orders issued once should not be changed.

All the Conservators of Forests are requested to follow these instructions.
Receipt of the reference may be acknowledged.

Sd/- S.D.Mukherji,
Pri.Chief Conservator of Forests

// 112 //

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Rc.No.18181/97-A1,
Dated: 24-9-1997.

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

Sri S.D.Mukherji, I.F.S.,
Pri.Chief Conservator of forests.

CIRCULAR No.12/97/A1

Sub:- Establishment – Forest Department – certain proposals from C.Fs for transfer of subordinates who found ineffective/unfit – Instructions to take further action – Issued.

The Officers in the address entry are informed that they are of the ban on transfer of Government employees with effect from 11-6-1997. In spite of the ban on transfers of Conservators of Forests are sending proposals for transfer of subordinate staff with reasons inefficiency/nonworthy to hold the posts and some subordinates are not following the written/oral instructions of superiors which is causing loss to Government etc., In all such cases the Conservators of Forests are not taking any action against the subordinates who are found ineffective/unfit and simply submitting the proposals for transfer of the subordinates.

In view of the above the following guidelines are issued to the Conservators of Forests/Divisional Forest Officers for future action.

1. Whenever any subordinate is found ineffective/unfit in any post held by him, the fact should be brought on record and he should be given written instructions for improving his work. If the subordinate is still not improving his position, a clear mention has to be made in the Confidential Reports/Record Sheets so that there will be chance of punishing him/stop promotion/placing him to a non-focal posts etc.
2. When there is a deliberate disobedience on any post of the subordinate which is causing financial loss/ dislocation of works not meeting the targets fixed etc. then the concerned officer has to prepare and serve the draft article of charges on the subordinate and then submit proposals for transfer of the subordinate to non-focal post.
3. As there is no ban to effect the transfer of the subordinates against whom disciplinary action is initiated, the transfer proposals can be submitted to the competent authority.

All the officers are requested to follow the above instructions in future. The receipt of the Circular may be acknowledged by return of post.

Sd/- S.D.Mukherji,
Pri.Chief Conservator of Forests

To
All the Conservators of Forests/Divisional Forest Officers
including Special Circles and Divisions.

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