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CIRCULAR No. 8/2002

Sub: Forest Protection - Taking up Beat Inspections to improve protection of forests - Reg.

Ref: 1. PCCF's Ref. No. 11708/2002-72, dt. 24.9.2002.

2. PCCF's Ref. No. 47127/2001-X1, dt. 26.11.2001.

Forest Protection is an important indicator for assessing the performance of the officers at various levels. For assessing the performance under forest protection, two parameters are adopted i.e., Beat Inspections and collection of Compounding Fee. The subject of Beat Inspection was discussed in the Apex Body Meeting and all the officers have felt that unless the Beat Inspections are properly monitored it will not have much impact on the forest protection. Further if this important work is left to the subordinate staff alone they may tend to take up the Beat Inspections in a routine manner.

The attention of the Addl.Prl.CCFs and CCFs is also invited to the Circular No. 13/95, dt.12.11.1995 (PCCF's Ref.No. 23211 / 95 - X3) wherein a detailed procedure for taking up of Beat Inspections is prescribed. As Per this Circular all the vulnerable Beats shall be inspected four times a year and all non-vulnerable Beats twice a year. The annual Beat Inspection programmes are being drawn up accordingly in each of the Circles and the performance is being reviewed every month. The Salient points of the Circular No.13/95 are reproduced hereunder.

1. Any fellings detected during the perambulation of a Beat shall be enumerated and recorded in the Beat Fellings and Enumeration Register (BFER).
2. The Forest Beat Officer shall submit a monthly extract of BFER to the Forest Range Officer concerned through the Forest Section Officer. The Forest Range Officer there upon shall submit the consolidated extract of BFER of all the beats under his control to the divisional Forest Officer and the Divisional Forest Officer to the Conservator of Forests.
3. All the non-vulnerable Beats must be inspected once in each six months period and vulnerable Beats twice in each six months period.
4. Where the value of destruction exceeds Rs.50,000/- the enumeration must be test checked by the concerned Sub-Divisional Forest Officer / Divisional Forest Officer and where it exceeds Rs.75,000/- by the concerned Conservator of Forests.

The Beat Inspections are initially taken up by the concerned Section Officers and under special circumstances by a special party constituted by the concerned DFO. The initial inspection shall be taken up thoroughly by covering all areas in a Beat, which normally takes not less than 4 to 5 days time. On conclusion of each of the inspections,

the concerned Forest Range Officer shall take up test checking of enumeration by spending at least 2 days time for the purpose. Besides inspection of the Beats where large scale fellings have occurred as brought out at point 4 above, the Divisional Forest Officer shall take up test checking of at least 5 Beats in a month by spending at least an entire day in each of the Beats and the Conservator of Forests shall take up test checking of at least 2 Beats in a month by spending at least an entire day in each of the Beats.

Besides the above, as per A. P. Forest Department Code, the Divisional Forest Officers are required to inspect each of the vulnerable Beats in their jurisdiction at least once in a year.

While communicating consolidated instructions on Forest Protection issued from time to time to the Conservators of Forests and Divisional Forest Officers in the ref.2nd cited, all the Addl.Prl.CCFs and CCFs were also requested to review the forest Protection with the concerned CFs and DFOs during their inspection of the districts. They were requested to review the forest protection with reference to the instructions given by the Govt. and by the Prl.CCF from time to time. Some of the instructions given in the said ref. are reproduced below for ready reference.

1. In PCCF's Ref. No.38382/2000-X3, dt.14.9.2002 all the DFOs were requested to conduct protection meetings in each of the Ranges every month with all the Range Staff up to the level of ABOs. In the said meetings, besides reviewing the Forest Protection, the posting of Beat Felling and Enumeration Registers and quality of beat Inspections have to be verified. The DFOs shall also verify the POR Books and see whether the cases are being booked regularly and are being finalized with least delay.
2. In PCCF's Ref. No.28420 /2000-X1, dt.24.7.2000 detailed instructions were given for taking up of inspection of Saw Mills in the Districts in the Proforma prescribed.

The Addl.Prl.CCFs and CCFs during their inspection on tour are requested to take up inspection of one or two Vulnerable Beats randomly selected and also review the following:

1. Whether the Beat Inspections are being carried out as per the annual beat inspection programme drawn. This may be reviewed after obtaining the information in the **Proforma-I** enclosed.
2. Whether the test checking of the Beat Inspections is being done by the FRO /Sub-DFO / DFO/ CF. This may be reviewed after obtaining the information in the **Proforma-II** enclosed.
3. Whether Beat Fellings and Enumeration Registers (BFER) are being maintained properly and whether entries are being recorded regularly. Whether the BFER is being checked by the FRO / Sub-DFO / DFO / CF regularly and whether they are recording their comments in the Register on the quality of inspections.
4. Whether the FBO / FSO / FRO are booking the Offence cases regularly. This may be verified from the POR Books. Besides this, it may be verified whether FBOs and FSOs are carrying with them Beat / Section Map, Beat / Section

Information Book, Seize Hammer, Diary-cum-Report book, Digit Set / Enamel paint for enumeration, CF 140, Measuring Tape etc.

5. Whether the Divisional Forest Officers are conducting Range level Forest Protection meetings every month in each of the Ranges. This may be reviewed after obtaining the information in the **Proforma-III** enclosed.
6. The progress of collection of Compounding Fee by each of the Divisions in the Circle. This may be reviewed after obtaining the information in the **Proforma - IV** enclosed.
7. Whether the Divisional Forest Officers / FROs are regularly inspecting the saw mills as per PCCF's Ref. No. 28420 / 2000 - X1, dt. 24.7.2000. This may be reviewed after obtaining the information in the Proforma-V enclosed.
8. Whether the Divisional Forest Officers, FSP are performing their duties as per the instructions given in PCCF's Ref. No.43530 / 98- X1,dt. 2.11.1998 and 13359 799- X1, dt.20.10.2000. The DFOs FSP are required to inspect two vulnerable Beats every month besides Inspection of Neeru-Meeru works (100%) in (2) Beats. This may be reviewed, by obtaining the information in **Proforma-VI** enclosed.
9. The disposal of OR, UDOR and Vehicle cases may be reviewed in the **Proforma-VII, VIII and IX** enclosed.

After inspection and reviewing as above, the field inspection notes pertaining to the Beats visited and review done on the above items shall be communicated to the concerned CFs/ DFOs duly making a copy to the Addl. Prl.CCF (Vig.).

Sd/-(**S. K. DAS**)
Principal Chief Conservator of Forests

Proforma – I

Beat Inspections:

Name of the Division	Total No of Beats		No. of times vulnerable Beats to be inspected up to the end of the previous month as per programme	No. of vulnerable Beat Inspections taken up actually up to the end of the previous month and %	No. of times non-vulnerable Beats to be Inspected up to the end of previous month as per programme	No. of non vulnerable Beat Inspections taken up actually up to the end of the month and %
	Vulne-rable	Non-Vulne-rable				
1	2	3	4	5	6	7

(The month wise shortfall may also be discussed)

Proforma – II

Name of Division _____

Name of Range _____

Beat Inspections done during the Month of _____

Name of the Beat	Dates of Inspection by FSO/ Spl. Parties.	Value of fellings recorded			Dates of test checking by the FRO	Date of test checking by the DFO	Date of test checking by the CF
		Present material	Missing material	Total			
1	2	3	4	5	6	7	8

(this information shall be reviewed for all the months from April to the date of inspection)

Proforma – III

Range level forest protection meetings held by the DFO :

Sl. No.	Name of the Range	Dates on which the meetings held within the Range with all staff up to ABOs.
1	2	3

(The minutes of the meeting drawn shall be verified to find out the specific problems of protection within the Range)

Proforma – IV

Progress of collection of Compounding Fee :

Name of the Division	Target fixed for the year	Target fixed up to end of previous month	Target achieved up to end of previous month	% of achievement
1	2	3	4	5

(The shortfall in collection in each of the divisions may be reviewed)

Proforma – V

Details of saw mills inspected during the month of _____

Sl. No.	DFO(T)/(WL)/FSP/FRO	Name and location of the saw mill inspected	Irregularities if any detected.
1	2	3	4

(This information shall be reviewed for all the months from April till the date of inspection)

Proforma – VI

Performance of Flying squad Party

Month	No. of OR cases booked Qty. & value of material	Compounding Fee collected	No. of vehicles seized & value of produce	No. of UDOR cases booked, Qty. & value of material	No. of Beat inspections carried out as per Cir. No. 13/95	No. of Beats in which 100% Neeru - Meeru works inspected	No. of Saw Mills inspected as per PCCF's Ref.No.28420/200 - X 1 , dt. 24.8.2000
1	2	3	4	5	6	7	8

(The performance of the Party may be reviewed for the preceding last 12 months from the date of inspection)

Proforma – VII

OR Cases

Division	No. of Cases pending at the beginning of the year (as on 1st April)		No. of Cases added during the year (i.e., up to the month of review)		No. of Cases disposed during the year (i.e., up to the month of review)		Balance cases pending as on the date of review	
	Cases	Value	Cases	Value	Cases	Value	Cases	Value
1	2	3	4	5	6	7	8	9

(For the cases indicated in col. no. 8 & 9 the year- wise breakup may be given)

Proforma – VIII

UDOR Cases

Division	No. of Cases pending at the beginning of the year (as on 1st April)		No. of Cases added during the year (i.e., up to the month of review)		No. of Cases disposed during the year (i.e., up to the month of review)		Balance cases pending as on the date of review	
	Cases	Value	Cases	Value	Cases	Value	Cases	Value
1	2	3	4	5	6	7	8	9

(For the cases indicated in col. no. 8 & 9 the year- wise breakup may be given)

Proforma – IX

Lorry Cases

Division	No. of Cases pending at the beginning of the year (as on 1st April)	No. of Cases added during the year (i.e., up to the month of review)	No. of cases disposed during the year (i.e., up to the month of review)		Balance case - pending as on the date of review	
			Confiscated	Compounded	Pending in the Courts	Pending with Authorized Officer
1	2	3	4	5	6	7

(For the cases in Col.No.5 the nature of cases i.e., timber, bamboo, fuel wood, stone, sand etc., may be indicated with value. For Col. No. 7 year-wise pendency may be indicated)