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Principal Chief Conservator of Forests.

**CIRCULAR No.2-2006-J6**

Sub: Forest Department - Plantation Journal - Proper Maintenance of Plantation Journals etc. at Range level - Instructions issued - Reg.

Following Instructions are issued to ensure proper maintenance of PLANTATION and NURSERY JOURNALS by Range Officers.

Plantation Journals for each of the plantations (including plantation raised by the VSS) are to be maintained by all the Forest Range Officers as per the provisions of A.P. Forest Code Vol.1 (Section 32), in the pattern given in APPENDIX 10 of Forest Code (Vol.II). All details should be posted promptly in the journals.

As the Plantation Journals are permanent Records, they should be maintained in Hard bound Books to withstand wear and tear and passage of time.

**Following further guide lines are issued :-**

1. There are 17 main parameters given for preparation and maintenance of plantation Journal in Appendix-10 (section 32) of Forest Code Vol -II, according to which the Journal has to be prepared and maintained.
2. Entries in the Journal have to be made and observations of inspecting Officers are to be recorded periodically and promptly, as required under the Forest code provision.
3. Forest Range Officers have to ensure prompt updating of the Journal and produce it before all the inspecting officers for recording their observations/instructions etc.
4. Officers inspecting the plantations, should call for plantation journal from the Forest Range Officer and invariably record their observations/instructions/etc, in the Plantation Journal. The Inspecting Officers will communicate separately, the Inspection notes, which should be the same as noted in the plantation journal. This should be done with office reference, so that monitoring can be done by the office for compliance of instructions in the Inspection Notes.
5. The Divisional level officers (Divisional Forest Officers / Dy. Conservators of Forests / Curators / State Silviculturists / etc.) should submit an Annual periodical on maintenance of Plantation Journals, to be submitted in the month of April for the succeeding year, in the following proforma, so as to be received through concerned Conservator of Forests, by 30th of April.

Division :

Circle :

For the year:

Sl. No.	Financial year of plantations raised	As per Register of plantations & record		Were the plantation Journals maintained up to date Yes/No	Are the plantation journals in good conditions & in safe custody of R.O Yes/No	Remarks in case if plantation Journals of any plantation is not maintained
		No. of plantations raised during the year	No. of plantation journals maintained			
1	2	3	4	5	6	7

The year of information should start from the financial year of the oldest plantation existing in the Range and it should be chronological in the Division report.

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