

Copy of letter No.PR(B)5-327/63 dated 28-01-1964 from the Director of Public Relations, Trivandrum to the Chief Conservator of Forests

Sub:- Advertisement charges – Payment of bills – delay in

At present the issue of advertisements relating to the various Departments to the newspapers and journals is channelized through the Department of Public Relations. But payment of the bills is effected by the Departments themselves, from the funds under their control. To enable the departments to settle the claims, the rates fixed for the newspapers are/also communicated to all Heads of Departments and issuing officers. This procedure, which has been approved by Government, serves to obviate delay in having each bill checked by this Department.

But it is noted, from the complaints received in this office, that there is delay in payment of advertisement charges to news papers, particularly to papers published from outside the state such as the Indian Express, the Hindustan Timen, the statement etc. such delay will, apart from necessitating avoidable correspondence on the part of this Department give cause for adverse criticism of Government.

I would therefore request you to see that bills in respect of advertisements charges due to newspapers are not delayed on any account except defect in claims preferred or in publication of the advertisements. Suitable instructions to this effect may kindly be issued to your subordinate officers empowered to issue advertisements.

Sd/-
Director

Endt. On K.Dis.(A3) 6495/64 dated 25-02-1964/18-03-1964.

Copy forwarded to all sub offices for information and guidance. The bills in respect of advertisement charges due to the newspapers should not be delayed on any account except defect in claims preferred or in publication of the advertisements as pointed out by the Director of Public Relations.

Chief Conservator's Office,
Trivandrum.

Sd/-
For Chief Conservator of Forests

Endt. On F.Dis.6564/64 dated 23-03-1964

Copy to sections CH., ML., Kt., TR., HA., and Circular file.

Office of the Conservators of Forests, Chalakudy.

For Conservator of Forests