

B4. 35097/2001

Forest Head quarters,
Vazhuthacaud, Thiruvananthapuram
Dated: 19-11-2001

CIRCULAR No. 3/2001

Sub: - Formal enquiry in connection with Disciplinary Cases completion with in the stipulated time - regarding
Ref: - Decision in the meeting of Senior Forest Officer with the honorable Minister for Forest on 13...9....2001

One of the issues discussed in the Senior Forest Officers Meeting held on 13...9..2001 at Kovalam chaired by the Honorable Minister for Forests was to avert delay in submitting reports of the departmental enquires in order to finalize the Disciplinary cases. Departmental enquiry is ordered to provide Opportunities to both the parties to adduce evidence.

The Enquiry Authority and presenting officers are appointed by the Disciplinary Authority concerned, directing them to submit the formal Enquiry Report within the stipulated Time. But even after the lapse of one of tw3o years the Enquiry Authority did not submit formal Enquiry Report. Such failures on the part of the Enquiry Authority are adversely affecting the finalization of the Disciplinary Cases on time.

The situation largely leads to unwarranted delay in setting the Disciplinary Action against Government servants even after their retirement on superannuation.

The affected persons are therefore destined to approach the Honorable Courts for legal remedy to get their retirement benefits in order to over come such unpleasant situation the co-operation of all the Chief Conservators of Forest, Conservators of Forests, Divisional Forest officers, Assistant Conservators of Forests and Range officers are requested to Adhere to the time frame prescribed within which the enquiry need to be completed and Enquiry Report submitted to the Disciplinary Authority. Therefore all the Chief Conservators of Forests, Conservator of Forests, Divisional Forest-officers Assistant Conservators of Forests and Range officers who are Appointed either as Enquiry Authority or as presenting officer are directed to complete the enquiry and submit the formal Enquiry Report within the stipulated time itself without fail Extension of time shall not be granted ordinary and under Extraneous situation, sanction need to be

obtained from Government and not by the officials of the Department. Please Note. All are directed to follow this instruction scrupulously.

Principal Chief Conservator of Forest

To

All Chief Conservators, Conservator of Forest, Divisional
Forest Officers, Assistant Conservators of Forest and Range officers

Copy to Stock File/ General Stock File.