

Government Circular Memorandum No. 79437/RA1/61/Fin. Dt.24-1-1962 from Finance Department to the Heads of Department and Offices

Sub: Service Book- Verification of entire in the case of Non-gazetted officers transferred from one circular of audit to another Clarification issued.

In Circular Memorandum No. 54010/RA1/61/Fin.dt. 8th November, 1961 Government has ordered that the personable service of the allotted officers should be got permitted by the Accountant General, Madras without waiting for the retirement of the concerned officers Government have received a representation from one of the service Associations that as service books are required in the departments for preparing the gradation lists of officers for purposes of integration as also for disposing appeal petitions, the orders contained in the memorandum may be modified to the effect that the Service Books --- be sent to the Accountant General, Madras only after the public of the final gradation list of the department.

2. Government find that provisional gradation --- have already been prepared in respect of various departments. In the circumstances Heads of Departments may forward the Service books to the Accountant General, Madras as desired in the memorandum dated 10th January 1962 after taking an extract from the service registers noting down the date of commencement of continuous regular service in the category of posts held by the various officers at the time of allotment in 1st November 1956 and getting it duly authenticated by competent officers, as are additional safeguard. This will facilitate finalization of the gradation lists.

SD/- Asst. Secretary

Endorsement on F.Dis.3575/62 dt.1-2-1962

Copy to Conservators, Divl Forest Officers, Working Plan Officers, Working Plan Organization Officers, F.U.O, S.R.O., W.L.P.O, Spl.A.C.Fs, Hydel, Grassland, Teak Plantation, Liaison Officer, L.V.O., Spl.Dy, Collectors Konn, Kodanad, & Ayyappancoil for information and attention. This is in-continuation of endt. On L.Dis. 39205/61 dt. 27-11-61.

Copy to E1, E2, and E3 Stock file, E4, E5 and A2.

M.P.Gunan
For Chief Conservator of Forests
Forwarded / by order

Superintendent

Office of the chief Conservator
Of forests Trivandrum

E.3171/62

Endt.on. E (F.Dis) 3171/62
Copy to stock file.