

GOVERNMENT OF KERALA
Abstract

Departmental Training for Junior members of the Indian Forest Service – Revised programme –orders issued.

PUBLIC (SPECIAL C) DEPARTMENT.

G.O.M.S.200/75/PD.

Dated, Trivandrum: 19.9.1976

=====Read:

1. G.O. (MS) 245/PD dated 20.7.1970.
2. Letter No. E1-35542/72/dated 16.12.1974 and 21.5.1975 from the Chief Conservator of Forests.

ORDER

In super session of the G.O. read as first paper, Government direct that the scheme of Departmental Training for the junior members of the I.F.S. will be as prescribed in the annexure to this Order.

(By Order of the Governor),
K.S. Bhaskaran Nair,
Under Secretary.

To

The Chief Conservator of Forests (with 25 spare copies).
The Chief Conservator of Forests (Development).
The Gazette/All District Collectors/ The Secretary Board of Revenue (LR)
The Inspector General of Police, Trivandrum.
The Registrar High Court, Ernakulam(with C.L)
The Secretary, Kerala public Service Commission (with C.L.)
The Director of Industries and commerce.
The Managing Director, Kerala Forest Development Corporation Kottayam
The Revenue Department./The Home Department.
The Industries Department.

Copy to:- The Secretary to Government of India, Cabinet Secretariat, Department of Personnel and Admn. Reforms, New Delhi
The Secretary to govt. of India, Ministry of Agriculture, Department of Agriculture, New Delhi
The Agriculture (FE) Department.

Forwarded/ By Order.

Section Officer.

Annexure.

Programme of Departmental training for junior members of the Indian Forest Service.

1. Training under the Divisional Forest Officer (Territorial) for 12 weeks as detailed below:

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|-----|--|--------|
| (a) | With the best Guard and functioning as a Guard – preparation of Mahazars, offence reports etc. | 1 week |
| (b) | With the Forester and functioning as Forester –verification of Mahazars etc | 1 week |
| (c) | With the Ranger and Functioning as ranger. | 2 week |

Note: During the above periods, the officers should make himself conversant with the work of forest Guard, Forester and ranger.

(d) With the Divisional Forest Officer - 8 weeks.

(i) Study Forest Law, Kerala Forest Code and other rules and standing orders of the Department and such other subjects as the Divisional Forest Officer may suggest, and accompany him during in sections.

(ii) Attend to general study and practice of office work

(iii) Attend to the correspondence work of the this Divisional Office for two weeks, During this period the probationer would be required to dispose of all matters arising in the office and submit his disposals for the divisional Forest Officer's approval. The Divisional Forest Officer's should point out to him the reasons for any corrections or alterations made by him in the letters, drafts and orders.

(2) In the next 4 weeks the probationer will attend to the accounts of the Divisional Office. During this period the probationer would be required to maintain the cash book in his own handwriting, examine all vouchers, see that sanctions wherever necessary have been obtained and that work is not being done a cost in excess of the sanctioned estimate. He should prepare in consultation with the accountant one months' accounts in respect of the Division.

(3) The Divisional Forest Officer should take the probationer on tours with him into the forest areas a instruct him on check measurements to be done in regard to regeneration and other works, apart from affording him facility for a general study of the forests and the plantations in the division. During this period the probationer should also attend to specific items of office work entrusted o him by the Divisional Forest Officer and assist the Divisional Forest Officer in preparing the annual plan of operation, budge estimates, preparing and checking of returns etc. The probationer should make himself thoroughly conversant with the system of office work in a division during the eight weeks training with the Divisional Forest Officer.

II. Training in a major timber depot.- 2 weeks.

After completion of the 12 weeks training as detailed above, the Conservator of Forests should attach the probationer to a Divisional Forest Officer (Sales Division) for training in the working of a major timber Depot. For 2 weeks. During this period he should attend timber auction make himself conversant with stock checking, receipt of timber, release of timber to

the bidders, accounting procedure of the deposit, preparation of timber returns and other items, of work of a Depot.

III. Training with the Wild Life Preservation Officer, Thekkady- 1 week.

During this period the probationer will make himself conversant with the working of the wildlife Division. The Wild Life preservation Officer will take him on tours within the Division and instruct him in regard to all Wild Life aspects of the work of the Division.

IV. Training with the Conservator of Forests of a Territorial Circle 4 weeks

During this period the probationer will:

- (i) Attend to the office work in the Conservator's Office on such subjects as the conservator of Forests may direct.
- (ii) Accompany the Conservator on short tours to visit selected forests and study the conditions of working therein.

V. Training with the Working Plan Officer - 2 weeks.

The probationer should study the preparation of reconnaissance report on the working plan and attend to the enumeration, stock mapping etc. relating to working plan under preparation and also study the existing and proposed prescriptions of the different working circles.

VI. training with the Conservator of Forests, Working plan and research Circle and with the Silvicultural Research Circle and with the Silvicultural Research Officer- 2 weeks.

During this period the probationer shall study the maintenance of ledger files, sample plots, research gardens as well as methods of laying out experimental plots.

VII. Training with the Conservator of Forests, Industrial Plantation Circle – 1 week.

This training will be adjusted to coincide with then planting seasons. He should study during this period fire protection measure also.

VIII. Training with the Forest Utilisation Officer - 1 week

During this period, he will meet the Collector and take instructions form him. In the first week, he will work with the superintendent of Survey and study the working of the survey Department at the District level. During the next week he will work with the Tahasildar and study the survey

Department at the District level. During the next week, he will work with the Tahsildar and study the working of a Taluk. During the last week, he will work with a Revenue Divisional Officer and study the working of a revenue Division. He will also spend some time with the Deputy Collector (General) and study the working of the Collect orate.

X. Training in Police Department -2 weeks.

(1) The probationer should meet the Superintendent of police under whom the training is arranged and take instructions. The probationer should be given a talk on the execution and administrative set up of the Department including ranks, badges of ranks etc. An Officer not below the rank of Deputy Superintendent of police should take the probationers to a rural station and explain the working of the station and show records relating to Forest cases. The Deputy Superintendent of Police should also show the probationer case diaries under the following heads.:

- (a) Theft of forest wealth.
- (b) Assault on forest officials.
- (c) Forest arson and other forest cases.
- (2) If such cases are not available under the jurisdiction of the Officer, diaries under those heads can be gathered from other stations where they are available or the Officer of Crime branch may be got to write or the Officer of crime branch may be got to write out model diaries for study of the probationer. The deputy Superintendent of police should also instruct the probationer on the law of self defense of arson and property with reference to Forest Department Official's duties. He should further talk to the probationer on:
 - (a) Drafting F.I.Rs.
 - (b) Preservation of scene of occurrence.
 - (c) Scientific aids for detection of Forest Crimes,
 - (d) Seizures and drafting mahazars and
 - (e) Ways of requisitioning police assistance and circumstances under which assistance may be requisitioned.
- (3) On the last day of the training under the police Department, the probationer will meet the Superintendent of police and recount what he learnt about the working of the Department during the two weeks training in the Department. The Superintendent of Police should review the progress of study of the probationer and send the report to the Conservator of Forests who has deputed the Probationer for training in the Police Department.

XI Training with the Industries Department – 1 week

One week under Sub Magistrate and one week under a Sub Divisional Magistrate.

During this period the probationer should be given training in the judicial and administrative aspects of matters relating to forest offences in their courts.

XII. Training with the Industries Department – 1 week.

XIII. Training with the Kerala Forest Development Corporation – 1 week

During this period the probationer acquaint himself with the working of the Corporation, particularly the difference in procedures between – Govt. Departments and a Public Sector undertaking.

XIV. Training with the Conservator of Forests – Special Circle, Kozhikode- 1 week

XV. Independent charge of a Range – 16 weeks.

XVI Training with the Chief Conservator of Forests – 1 week

During this period, apart from the general study of the work in the Chief Conservator's Offices the Probationer will prepare a report about what he learnt during the preceding 51 weeks practical training

Total – 52 weeks.

Note; Government expect the probationer to spend as much of his training period as is necessary in the field. He should therefore camp in forest areas and resist the temptation to come back to Head quarters completion of each days work in the field. The report on the probationer should specifically cover this aspect.