

8680

GOVERNMENT OF KERALA
Abstract.

567 5687

397
7101

Forest Department - Rules for the operation and Maintenance of the Bus of the Kerala Forest School, Walayar - Approved.

AGRICULTURE (FOREST-ESTT) DEPARTMENT
G.O.MS.No.29/71/Agri. Dated, Trivandrum. 5-2-1971.

- Read 1. Letter No.A6.19433/67 dated 30-5-1968.
from the Chief Conservator of Forests.
2. Letter FADI/VI/18-20/73 dated 3-4-1970 from
the Accountant General.

ORDER.



Government are pleased to approve the Rules provided to this Order for the operation and maintenance of the Bus of the Kerala Forest School, Walayar. These rules will take effect from 1-3-1971.

(By Order of the Governor)

K.K.Gopalan,
Under Secretary.

To

- The Chief Conservator of Forests.
- The Principal, Kerala Forest School, Walayar.
- The Accountant General (This issues with the concurrence of the Finance Department)
- The Finance Department (Vide 3918/A&D/A3/70/Fin. dt. 31-12-1970)

Endt. on D. Dis. 19433/67/FU(2) dated 15-3-1971, Chief Conservator's Office, Trivandrum.

Copy with copy of the Rules forwarded to the Principal Kerala Forest School, Walayar for information and attention.

- Copy to all Conservators of Forests. Trichur.
- Copy to Stock File.
- Copy to A, E and C Section.

[Handwritten Signature]

For Chief Conservator of Forests.

CJ/

R
24/3/71

399

569

RULES FOR THE OPERATION AND MAINTENANCE OF THE KERALA FOREST SCHOOL, BUS.

1. The Bus shall be called "The Kerala Forest School, Bus"
2. The Bus will be under the administrative control of the Principal, Kerala Forest School.
3. In case the Principal is absent the Instructor attending to the duties of the Principal or the Instructor authorised by the Principal will be in charge of the Bus.
3. The Principal will be responsible for the proper use, care and maintenance of the Bus and for regulating its journeys generally in accordance with these rules.
4. He shall maintain:
 - a) A log book in form No. 1 enclosed.
 - b) A record of repairs and replacement indicating the cost and the dates on which such repairs were carried out and or spare parts purchased.
 - c) A Register showing cost of petrol/Diesel/Oil etc. consumed and all its incidental receipts and expenditure
 - d) A Record showing the details of purchase of tyres and tubes mileage run dates of purchase, retreading cost etc.
 - e) An inventory of the tools and other equipments available.
5. The Principal or the Instructor in-charge of the bus shall record the following certificates on the bills in support of the expenditure on consumption of petrol/Diesel/Oil etc.
 - a) Certify that the quantity of petrol/Diesel/Oil etc. purchased has been entered in the log book of the Bus and that the rate claimed is reasonable.
 - b) Certify that the necessary recoveries under the rules have been made from the parties concerned for using the bus for private affairs.
 - c) Certify that no outsider had been on board the Bus without payment of fares.
6. The Principal shall check the inventory of equipment every month and arrange recovery of loss arising out of negligence or fault from the parties concerned. The vehicle should also be tested once in every six months for fitness and once in an year for mileage and necessary certificates made in the log book.
7. The Principal shall forward monthly statement of expenditure incurred on the maintenance of the Bus and receipts by hire, to the Conservator of Forests, Kozhikode.
8. The Principal shall be personally responsible for the proper and prompt recovery of charges due and their credit to Government and expenditure incurred.
9. On transfer of the Principal he shall hand over the vehicle to his successor with a complete list of quantities spare parts, wheels, tubes etc. and state the facts in his charge regarding the use of the Bus during the period of his charge.

the Bus during

10. The Bus is primarily instead for the transportation of the students and staff of the Forest School for educational tours which forms a part of the training in the school.
11. The Bus shall be used by the members of the staff and students of the school and their family for urgent medical treatment while at head quarters and on tours subject to payment of fare at the rate fixed.
12. In case the Bus is not required for Official trips like educational tours as specified above it shall be given to others with the special sanction of the Conservator of Forests, Kozhikode at the same rates as that charged by the K.S.R.T. Corporation for busses hired. The Bus shall not be given on hire to any person except those officially connected with the Kerala Forest Department except with the permission of the Chief Conservator of Forests.
13. The Chief Conservator of Forests shall however order the use of the vehicle for any other official purpose other than those mentioned above if the Bus is not required for the regular trips of the students on educational tours.
14. Rules for special trips.
 - a) Applications for special trips should be given to the Principal at least ten days before the date and on which the Bus is required. The Principal shall forward the application to the Conservator of Forests with his specific remarks.
 - b) Rates for special trips shall be the same as fixed in para 12 above irrespective of the number of persons using the Bus. The application for special trips shall contain the details such as the object of the trips name of passengers intending to travel the leader of the party and the period of the trip.
 - c) For all special trips the minimum number of passengers must be 30 A smaller number shall be allowed provided the minimum charge fixed in para 12 above is realised.
 - d) No other passenger except those who have been permitted will be allowed enroute.
 - e) The entire fare or the approximate fare for the trip will be remitted by the party in advance to the principal Kerala Forest School.
 - f) When the students have to take the Bus on special trips at least one instructor will accompany the party.
 - g) No permission will be given for special trips if the special trip is meant for any activities not helpful for the general discipline and life of the School.
 - h) The Bus should not be used for any purpose other than for which it is taken.
 - i) The total cost of the trip will be settled after the bus has returned from the trip.
 - j) If any damage is caused to the Bus during

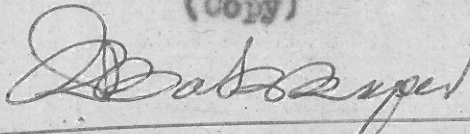
573

403

due to the carelessness of the passengers, the cost towards repairs of this will be recovered from the party.

- k) The Instructor who accompanies the students will have the authority to cancel the trip enroute if he finds it necessary.
- l) The passengers will behave with a high degree of discipline while in the Bus. The Instructor in charge of the student leader will be responsible for this.
- m) The Buss should return to head quarters on due date without fail.
- n) The Driver and cleaner will be appointed and paid by the Department as per the existing Government rules and the maintenance of the Bus will be from the funds provided for the same by the Department.
- o) The repair etc. of the Bus will be as per the existing rules pertaining to the maintenance of departmental vehicles.
- p) Smoking is strictly prohibited in the Bus.
- q) The maximum number of passengers to be carried in the Bus will be restricted by the Principal if necessary. It should not ordinarily exceed 50.

Sd/-
Section Officer.
(Copy)



For Chief Conservator of Forests.

03/

4