

No:A5-18144/70.

Chief Conservator's Office,  
Trivandrum, dt. 17-8-1983.

Circular No.16/83

Sub:- Work advance – Disallowed amounts in vouchers recovery – regarding.

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According to circular No.10/76 dt. 13-2-1976, it has been ordered that no disciplinary action is involved in the case of recovery of disallowed amounts from Subordinates as it is not a punishment and the details of work advance outstanding against subordinates should be noted in the L.P. Cs when they go on transfer. In the Circular No.23/76 dt.28-3-1976 it has been ordered that if the subordinates are prepared to remit Rs.100/- per month and produce the receipted Chelan along with the salary bill, their salary for the month may be passed by the Divl. Forest Officer in taxation to the directions that the pay bills of subordinates should not be passed till the amounts disallowed under work advance are remitted by them. The above instructions have been reiterated in letter No.A5.18144/70 dated 1-6-1982 and all officers were directed to adhere to the Circular instructions strictly.

It has been brought to notice that large amounts are pending recovery from Subordinates and these amounts can not be recovered fully by short drawing @ Rs.100/- p.m. within a reasonable period or before retirement. In some cases even the full amount of the Death-Cum-retirement gratuity could not cover the outstanding amount. In such circumstances Conservator of Forests are requested to raise the rate of recovery to 1/3 of their basic pay and to watch the progress of recovery. In cases where the outstanding amount can not be recovered completely before retirement or if the recovery is much logging behind, Conservator of Forests are requested to suggest action under Public Accountants Act Conservator of Forests are also requested to review the matter once in 3 months.

All Conservator of Forests and Divl. Forest Officers are once again directed to refer to this Office Circular 10/76, 23/76, 83/76 and letter No.A5-18144/70 dt. 1-6-1982 and act accordingly, subject to the modification. There is no need of requesting further instructions from this office in the matter.

The receipt of the above circular should be acknowledged.

Sd/-

Chief Conservator of Forests.

Endt. on TR-9766/83 dt. 12-9-1983

Copy to Conservator of Forests, E2, C H, ML, VC, TR, G4, HA Sections.

For Conservator of Forests,

Trichur.