

CIRCULAR MEMMORANDUM No. 8193/E3/87/F&WLD dated 20-5-87 from Forests Wildlife (E) Department, Govt. of Kerala, Trivandrum to the Chief Conservator of Forests (SF&P), Principal Chief Conservator of Forests, All other Chief Conservator of Forests, All Dist. Collectors, etc.,

Sub :- Social Forestry Programme under NREP/RLEGP Financial transactions – Guidelines – issued.

Ref :- 1. U.O. Note No.10432/PS3/87/RDD dated 3-4-1987 from Rural Development Department
2. Circular No. 6892/E3/87/F&WLD dated 9-4-1987.

The inspection conducted by the Finance (Inspection Wing) Department in the Various Social Forestry Officers and Programmes implemented with NREP/RLEGP funds released by the District Collectors through the DRDAS has revealed grave irregularities in the financial transactions, purchase of materials, maintenance of registrars, etc. Govt. having considered the observation of the Finance (Inspection Wing) Department, issue the following general instructions for strict compliance by the agencies implementing the Social Forestry Programmes under NREP and RLEGP.

- I. **PURCHASES:-** Piecemeal purchase of any item is not admissible and so should be stopped at once. All Purchases to be effected should conform to the rules in the Store Purchase Manual.
- II. **NON-MAINTENANCE OF REGISTERS:-** Non-maintenance of registers for accounting the various transactions is a grave irregularity. It is ordered that maintenance of registers for accounting day to day transactions relating to all items including food grains account should be made then and there, it should be complete in all respects and should be in the preformed proscribed by Government for various items as contemplated under the different Rules and Codes.
- III. **CASH BALANCE:-** The practice of keeping Government money, in liquid cash by the implementing officials amounts to temporary “misappropriation”. This practice should, therefore, be stopped forthwith. The transactions of Government money should be by methods prescribed by Government from time to time. Care should also be taken to see that the money is deposited in the Treasury saving bank as repeatedly ordered by Government and make with drawls of money only according to the necessity. The violation of these instructions on the part of the officials will be viewed seriously by Government.
- IV. **DEPOSITS OF FUNDS:-** It has also been brought to the nation of Government that the funds released are deposited in the State bank of Travancore and in Commercial Bankers. This is a clear case of violation of order in this regard. It is here by ordered that the funds released by the District Collectors should be deposited in the Treasury Savings Banks only as required in G.O. (Rt) 282/85/DD. Dated 13-3-1985. Such amounts already deposited with banks should be withdrawn and deposited in the Treasury Savings Bank immediately.

Violation of the above instructions on the part of the implementing agencies/officers will be viewed very seriously.

N. KALEESWARAN
Agri. Production Commissioner & Secretary (Forests).

Endt. No. P1-20106/87(L.Dis) dated. 29.6.1987.

Copy to all Conservators & D.F.Os, for information & attention.

Sd/-

For Chief Conservator of Forests

(D).

Endt.on HA-5489/86 dated 13-7-1987.

Copy to AA/SS/JS & Sections TR/VC/CH/ML & D1

“ RLEGP FILE (ha-3808/87).

“ Stock File

Office of the Conservator of Forest,
Central Circle, Trichur

For CONSERVATOR OF FORESTS.