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The Conservators of Forests/Divl. Forest Officers should insist for certification on the above from the concerned whenever any scheme or estimate for plantation are sanctioned by them. For any lapses committed in this regard, the concerned Officers who select such areas for schemes/ plantations shall be made personally responsible for all consequences there for and action taken against him.

They should acknowledge the receipt of this Circular by return post in the enclosed proforma.

Sd/Pushpkumar,
Chief Conservator of Forests(M).

GOVERNMENT OF ANDHRA PRADESH
FOREST DEPARTMENT

Ref.No.53495/88/B4,
Dated:16-2-1988.

Office of the Prl.Chief Conservator
of Forests, A.P. Hyderabad.

Sri K.V.S. Babu, IFS.,
Prl.Chief Conservator of Forests &
Ex-Officio Secy. to Government.

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CIRCULAR NO.7/88

Sub:-PENSIONS -Obtaining of N.D.Cs.- Instructions
Regarding.

Ref:-CCF.Circular No.2/74-B3,dt.24-5-1974.
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In this office Circular cited, while issuing instructions for expeditious disposal of pension cases, certain procedure has been prescribed in respect of issue of NDCs. According to this Circular while submitting pension papers, the Divisional Forest Officers and Conservators of Forests have to call for the particulars regarding pending charge sheets etc. against employees from the offices, where the employee has worked previously and submit a detailed report to the pension sanctioning authority. Further while submitting pension papers, the Head of office should obtain a N.D.C. from all the Officers concerned where employee has worked previously. After obtaining such certificates only a consolidated final N.D.C. is to be submitted to pension sanctioning authority.

It is brought to notice that the above procedure of obtaining N.D.Cs from date of appointment from all various places where the employee worked previously causing undue delay and hardship to the pensioners and several cases of release of D.C.R.G. is pending only for want of N.D.Cs.

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The Conservator of Forests (S.F) Vizag. has requested for cancellation of Chief Conservator of Forests Circular No.2/74 dated 24-5-1974 in view of G.O.Ms.No.201, Finance and Planning dated 26-7-1989. The whole issue has since been re-examined. In G.O.Ms.No.201 Finance and Planning dt.26-7-1979 the Government have clarified that once an Office retires, unless the Departmental judicial proceedings has been initiated against the officer while in service, no action is possible in respect of even which has taken place more than 4 years prior to the date of his retirement. In order to ensure that there are no dues against a Government employee pertaining to a period of 4 years anterior to the date of his retirement, Government have ordered that once an employee attains the age of 51 years and whenever he is transferred from one office to another the Head Office should issue to that officer after due verification, a certificate showing whether there are or are not dues outstanding accountable by the employee or any amounts. A copy of this certificate should also be sent to the office, to which he is transferred. The employee should also demand and obtain such certificate from the Head of Office whenever he is transferred after attaining 51 years of age.

In view of the fact that the earlier Circular instructions caused undue delay and hardship to pensioners in obtaining N.D.C. from date of appointment and keeping in view of the Government orders mentioned in para 3 above and in partial modification of earlier Circular No.2/74, dated 24-5-1974, it is hereby ordered that it should be sufficient if N.D.C. is obtained in duplicate, for the post 10 years prior to date of superannuation, for all categories. The N.D.Cs. so obtained should be consolidated and sent to concerned pension sanctioning authority alongwith pension Papers and one copy filed in S.R. after making necessary entry in S.R.

The verification of S.R. should be done according to instructions already issued in Prl. Chief Conservator of Forests ref.No.42927/88/B4, dt.25-4-1988, and the furnishing of N.D.C. shall be commenced from 23rd year of service or 10 years prior to date of retirement whichever is earlier. The N.D.C. shall be furnished as far as possible alongwith L.P.C. and transmitted to head office to which the employee is transferred.

Sd/-Pushp Kumar,
Chief Conservator of Forests (M)