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G.Harikumar IFS
PRINCIPAL CHIEF CONSERVATOR OF
FORESTS (WILDLIFE) &
CHIEF WILDLIFE WARDEN
THIRUVANANTHAPURAM



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Forest Headquarters,
'Vanalakshmi',
Thiruvananthapuram - 695 014
Kerala, India.

H3- 24777/2015/(LA) (5)

DATED: 28.05.2015.

To

The Principal Chief Conservator of Forests,
Head of Forest Force / Social Forestry / (D & PFM) /WP&R
All Additional Principal Chief Conservators of Forests,
All Chief Conservators of Forests in the Forest Head Quarters.

Sir,

Sub: Forest Department - 13th Kerala Legislative Assembly - 14th
Session - commencing from 08.06.2015 to 30.07.2015 -
regarding.

Ref: Government Letter No.6186/PS/2014/F&WLD dated
25.05.2015

The 14th Session of the 13th Kerala Legislative Assembly is scheduled to be held from 8th June 2015 to 30th July 2015. The Hon'ble Minister for Forests, Environment, Transport, Sports & Cinema has to answer questions relating to Forests & Wild Life Department on 08.06.2015, 15.06.2015, 22.06.2015, 29.06.2015, 21.07.2015, 28.07.2015 A communication received from the Government in this regard is enclosed for reference. On the days that are allotted to the Hon'ble Minister for answering questions on the floor of the Assembly; all the concerned Principal Chief Conservator of Forests and Additional Principal Chief Conservator of Forests dealing with matters included in the answer shall invariably be present in the Officers gallery of the Assembly during question hour.

The questions, both starred and un-starred, submissions, call attention motions etc. will be distributed among the Principal Chief Conservator of Forests/ Additional Principal Chief Conservators of Forests/ Chief Conservators of Forests for preparation and submission of answers. The questions will be distributed depending on the subject dealt with by the various wings. If a question relates to the subject dealt with by more than one wing, it will be marked to any one of the Principal Chief Conservators of Forests/ Additional Principal Chief Conservators of Forests/ Chief Conservators of Forests depending upon the importance of the subject in each sub division of the question. It is the duty of that particular officer, to

whom the question has been assigned for answering for collecting the information relating to other wings and to submit answer, complete in all respects. **Additional Principal Chief Conservators of Forests and Chief Conservators of Forests** who has been given the assignment for answering the questions should not transfer the same to another officer without prior written concurrence of the concerned Principal Chief Conservator of Forests and informing the Senior Administrative Officer.

All un-starred questions shall be answered by the concerned Principal Chief Conservators of Forests, Additional Principal Chief Conservators of Forests and Chief Conservators of Forests in time. Replies to the un-starred questions shall be submitted to the Government directly by the concerned Principal Chief Conservators of Forests/ Additional Principal Chief Conservators of Forests 4 days before the answer date with two copies marked to Senior Administrative Officer who is the nodal officer with the duty of monitoring the prompt submission of answers to LA's. Answers to all starred questions along with explanatory notes shall be got approved by the concerned Principal Chief Conservators of Forests before submission to Government and the same shall be sent to Government 4 days before the answer date. Two copies of answers to L.A. Interpellations as well as explanatory notes in respect of starred question shall also be sent to Senior Administrative Officer. Replies to call attention motion, submission etc. shall also be got approved by concerned Principal Chief Conservators of Forests. All the Principal Chief Conservator of Forests may also please mark a copy of the answers to starred questions, call attention motion submission etc. submitted to Government by him to the Senior Administrative Officer.

The Senior Administrative Officer shall prepare a daily progress report in the format appended herewith and it shall be intimated to the undersigned.

The Senior Administrative Officer is designated as the Nodal Officer for this purpose at Forest Head Quarters. He will ensure timely submission of answers. The Hon'ble Minister may require discussion on L.A Interpellations, especially on starred questions and probable supplementary questions. The Additional Principal Chief Conservator of Forests (Administration) shall get the time and date for such discussions fixed in consultation with the Private Secretary to the Hon'ble Minister and communicate the same to all Principal Chief Conservators of Forests and Additional Principal Chief Conservator of

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Forests. The time and date for discussion may be got fixed in such a way that the department will get at least one day after the discussion and before the date fixed for answering the question by the Hon'ble Minister for submitting additional information if any required.

All the Additional Principal Chief Conservators of Forests may ensure themselves that they will be available in the Forest Head Quarters when the Legislative Assembly is in session i.e. from 8th June 2015 to 30th July 2015. They shall not go on tour either inside/ outside the State during the period when Legislative Assembly is in session except under unavoidable circumstances, that too with prior permission. They shall postpone the tour programme to the extent possible till the session is over.

The Additional Principal Chief Conservator of Forests (Administration) may be approached for making necessary arrangements to get passes for enabling to attend the Assembly Session.

Yours faithfully,

Encl: as above


Principal Chief Conservator of Forests
(Wildlife) & Chief Wildlife Warden.