



**PROCEEDINGS OF THE ADDITIONAL PRINCIPAL CHIEF CONSERVATOR OF  
FORESTS (ADMINISTRATION), FOREST HEADQUARTERS,  
THIRUVANANTHAPURAM**

Present: Dr. Amit Mallick IFS

**Subject:** Rationalization of resources – Establishing of single Estate Office in Thiruvananthapuram District for Forest headquarters and Forestry Training Complex, Rajiv Gandhi Nagar – Streamlining of – Regarding

**Reference:** Minutes of the CCFs' council held on 22-02-2018

**T3-2737/2018**

**Dated: 13-03-2018**

The CCFs' council held on 22-02-2018 has decided that the estate office at Forest headquarters, Vazhuthacaud and at Forestry Training Complex, Rajiv Gandhi Nagar shall be placed under a single estate officer. All the buildings, premises and equipments, etc. at Vazhuthacaud and Rajiv Gandhi Nagar shall be placed under the administrative control of Estate Officer & Assistant Conservator of Forests, Forest headquarters, Thiruvananthapuram.

Consequent thereto, the following orders are hereby issued.

- 1) The Estate Officer & Assistant Conservator of Forests shall be the custodian of Estates at Forest headquarters, Vazhuthacaud and Forestry Training Complex, Rajiv Gandhi Nagar. The estate includes all buildings (all office buildings and residence quarters including trainees hostel, executive hostel, conference halls), bio-gas plant, solar panels, wireless equipments, CCTV system, information/display boards, shuttle courts, trees, wind fallen logs, Natural History Museum, seed-lab, root trainers, children's park, car/scooter-sheds, roads, pathways, compound walls, entrance/exit gates, security staff buildings, equipments/plants erected and all other assets attached to the said buildings. The Estate Officer & Assistant Conservator of Forests, Forest headquarters shall carry out all construction, renovation and maintenance activities of the respective estate as per delegation in the capacity of Divisional Forest Officer and the rules in vogue.
- 2) The Estate Officer and Assistant Conservator of Forests, Forest Headquarters shall take over the charge of the entire buildings and other assets as specified in Sl. No. (1) above from the IHRD wing accordingly along with connected records, documents, files, registers, etc. and prepare a detailed charge list.
- 3) The Range Forest Officer (ACM Unit) working at Forest headquarters shall be redesignated as Range Forest Officer (EO-1) and Range Forest Officer (Estate

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Officer) working at Forestry Training Complex shall be re-designated as Range Forest Officer (EO -2) subject to the approval of Government.

- 4) They shall work under the administrative control of Estate Officer & Assistant Conservator of Forests, Forest Headquarters, Thiruvananthapuram. Additional Principal Chief Conservator of Forests (Administration) shall remain the Controlling Officer of the Estate Officer & Assistant Conservator of Forests.
- 5) The existing staff pattern of Range Forest Officer (EO - 1) of Forest headquarters, Vazhuthacaud shall be continued as such.
- 6) The Range forest Officer (EO-2) shall continue to camp at Rajiv Gandhi Nagar compound with the existing amenities. The Staff pattern of Range Forest Officer (EO - 2) shall include the existing staff, ie., 1 Section Forest Officer, 1 Beat Forest Officer, and the existing daily wages/contract staff. The services of the above staff shall also be utilized at Forest Headquarters as and when required.
- 7) The pay and emoluments of Range Forest Officer (EO-2), Section Forest Officer and Beat Forest Officer shall be continued as such from the office of the Additional Principal Chief Conservator of Forests (IHRD) until further orders.
- 8) Payments for implementation of ongoing works, pending bills, if any, for the balance period of current financial year shall be settled from IHRD office, based on present sanctioned estimates.
- 9) The aforesaid arrangements shall take effect from 01-04-2018.

  
Additional Principal Chief Conservator of Forests  
(Administration)

To

The Additional Principal Chief Conservator of Forests (IHRD) for information. It is requested to make necessary arrangements for handing over the charge of estate as mentioned in serial No. (1) above along with connected registers and other records files relating to construction, maintenance of estate at Forestry Training Institute, PTP Nagar at the earliest.

The Estate Officer & Assistant Conservator of Forests, Forest Headquarters, Vazhuthacaud, Thiruvananthapuram for information. You are directed to take necessary action to take over charge of estate as mentioned in serial No. (1) above along with connected registers and other records files relating to construction, maintenance of estate at Forestry Training Institute, Rajiv Gandhi Nagar at the earliest.

Copy to All PCCFs, APCCFs, DFOs, ACFs, DCFs for information and necessary further action.

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