

Rules for the Issue and Check of Permits for Timber and Other Forest Produce

TAMILNADU

India

Rules for the Issue and Check of Permits for Timber and Other Forest Produce

Rule

RULES-FOR-THE-ISSUE-AND-CHECK-OF-PERMITS-FOR-TIMBER-AND of 1900

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Rules for the Issue and Check of Permits for Timber and Other Forest Produce B.P.F. No. 173, dated 25th April 1900; B.P.F. No. 115, dated 3rd April 1902; B.P.F. No. 471, Mis., dated 20th June 1902; B.P.F. No. 270, dated 19th September 1902; B.P.F. No. 299, dated 28th October 1902; B.P.F. No. 125, dated 30th June 1904; B.P.F. No. 134-A, dated 30th June 1905; B.P.F. No. 236, dated 5th November 1906; B.P.F. No. 19, dated 31st January 1907; B.P.F. No. 116, dated 18th May 1910; B.P.F. No. 162, dated 1st July 1911; B.P.F. No. 313, dated 21st December 1911; G. O. No. 1178, Development, dated 2nd September 1932

1.

For all sales of timber or other forest produce from forest or sale depots a receipt in C. F. No. 140 or a permit, as the case may be, must be given. Such receipt or permit will ordinarily protect the timber or other produce in transit in areas not governed by the rules framed under section 35. But, in areas affected by the rules under section 35, a proper transport permit should, in addition, be given by the persons authorized to grant it before any of the aforesaid produce can be removed by the purchaser.

2.

In the case of private forests affected by rules under section 35, the owner or his duly authorised agent will be required to issue permits to protect his timber, etc., the forms being either supplied by the District Forest Officers or procured elsewhere.

3.

In the case, however, of permits issued to consumers and purchasers on payment of seigniorage, some general rules are necessary, and the following are, therefore, prescribed for adoption, subject to such arrangements and modifications, as regards details, as local circumstances demand.

4.

It should be understood that the seigniorage system is not, as a rule, adopted to trade requirements and will by degrees be restricted to supplying the local demand for trees and their produce from "unreserved lands" "Reserved forests" and "reserved lands" will be worked departmentally or under special arrangements.

5.

For the purposes of control and account, the following are equivalents as regards weight and measurement.

1. Cart-load-20 head load-20 cubic feet-1120 lb

1. Woddar Cart-load-12 head loads-12 cubic feet-672 lb.

1. Head load-1 cubic foot-56 lb.

6.

Permits for cart-loads or for one or more tree will be in triplicate, bound in books and bearing a serial number. Each permit will be either for a definite value the description of produce, quantity and value being printed on it or without face values, the values, quantity and description of the produce being entered by the permit issuing officer at the time of the issue of the permit. Both the blank permit system and the face value permit system may be adopted, the choice of utilizing one or both with reference to local requirements being left to the discretion of local officers. A separate permit will be issued for each cart-load of timber, fuel or other forest produce. A single non-face value permit may, however, be issued when large quantities of earth, stone and turf are applied for by Municipal, Public Works or Local Fund Department contractors. In the case of grazing permits, a line will be drawn on either side of the figure denoting the number of animals thus -2- in order to prevent any attempt at alteration of the figures.

7.

Permits for head-loads will be in the form of ticket printed on cart-board or otherwise and will be either blank or have the description of produce and value entered on them in print. These card-board tickets will be consecutively numbered in print, the numbers being printed on both their

right and left hand edges. Each permit will represent not more than one head-load and will ordinarily hold good for the day of issue only.

8.

There will be no separate permit forms for ass or bullock loads, but the former will be held to represent two head-loads and the latter four head-loads.

9.

All permits required for use in the districts will be supplied by the Superintendent, Government Press George Town, Chennai, 'on receipt of annual indents from the District Forest Officers. These indents should reach Superintendent, Government Press, not later than the 1st of August.(G.O. Ms. No. 1359, Development, dated the 19th October 1932 and C.C.P. Ms. No. 528, dated the 26th November 1932)Each supply of permits by the Superintendent, Government Press will be accompanied by an invoice in duplicate showing the particulars of the permits supplied. The District Forest Officer will file the original of the invoice in his permit register in support of the entries made therein and return the duplicate to the Superintendent, Government Press, as a receipt. A similar plan should be followed in regard to the issue of permits from the District Forest Office to Range Offices and from the latter to permit issuing officers. When a consignment of permits is sent from one District Forest Officer to another, the receiving District Forest Officer will be responsible for seeing that the permits received are brought on to the Stock Register and that the invoice received with the permits is filed in the register.

10.

Permit forms of all descriptions must be kept under lock and key, and an account of them shall be maintained, both in the District Forest Office, and in the Rangers' Offices, in a register (stock book of permit forms) in the form attached to this circular. Permits will be supplied by the District Forest Officer to Range Officers, who will, in their turn, issue them to licence permit-issuing officers on pre-payment just as stamps are given to licensed stamp-vendors or on the post payment system. Permit issuing officers appointed under the pre-payment system shall be required to execute a good conduct bond in the form appended to these rules, while, in the case of those appointed under the post-payment system, District Forest Officers may either use one like it or may continue to use the form shown in Appendix 26 to the Tamil Nadu Forest Department and Account Code as they think fit. If local difficulties or objections to the adoption of the pre-payment system appear too strong, District Forest Officers can use their discretion in postponing the introduction of the system. In all cases, supplies should be acknowledged by the officers by whom they are received, and the acknowledgements should be carefully filed for production whenever required.Note. -(1) In exceptional cases, permits may be supplied by the District Forest Officer direct to issuing officers who are under the immediate control of Range Officers, but if this is done, the latter officers should be invariably informed of the fact.(2)The stock register of permits should be written up as the transactions arise, and the balance should be struck on each occasion.

11.

Permit, forms of all descriptions will bear printed serial numbers such as numbers running on continuously and not changing with the year, and before issue, should be stamped with the stamp of the District Forest Officer or the stamped signature of the District Forest Officer. In this way, the use of counterfeit permits may be prevented, for a doubtful permit can always be checked with the true one of the same number. Annual numbers commencing from the 1st July in each year may also be entered on all permits granted by the range or other issuing officer.

12.

Issuing officers will be either Forest Officers including persons specially appointed for the purpose (e.g., gumastas), or village officers specially authorised. They will either receive a fixed monthly salary, or a commission on the monthly amounts collected or on the value of the permits purchased by them. District Forest Officers and Conservators are authorized to sanction the payment of commission up to a maximum of 61A and 12-1/2 per cent, respectively. Higher rates of commission require the sanction of the Chief Conservator of Forests.

13.

Issuing officers will receive from applicants the prescribed seigniorage on the produce applied for, or a receipt from any Revenue or Forest Officer authorized to receive forest revenue, and issue the original permit only, in accordance with the instructions as regards locality, etc., which will be issued, from time to time, by the District Forest Officer. They will, at the same time, make corresponding entries in the duplicate and counter-foil, and deal with them in accordance with the District Forest Officer's instructions, which will vary according to local circumstances. In the case of head-load tickets issued in the form of card-boards, issuing officers shall enter the date of issue on each half of the ticket.

14.

In districts where the pre-payment system has not been introduced, issuing officers shall maintain a register in Form No. P-2 in which the daily transactions should be posted under each head. On the day fixed for the closing of the accounts, the entries in the P-2 register shall be totalled, and an abstract thereof, giving the monthly totals under each head entered in a statement in the same form. This should be submitted to the Range Officer supported by the treasury or other receipts for the amounts remitted into the treasury, and by the duplicates of the permits issued. Note. - The heads in the P-2 register and statements may be altered to suit local requirements. Such of the issuing officers as are stationed at taluk headquarters shall remit their collections into the treasury daily or every alternate day; but those stationed elsewhere shall remit their collection to the treasury by postal money orders or hand them over in the presence of a respectable person to the village munsif periodically or whenever the collections are likely to exceed their security deposit. Note. - The unremitted collections, if any, shall be in no case exceed the amount of security lodged by the issuing

officer. Issuing Officers shall also submit to the Range Officer a statement showing the opening balance, receipts, issues and closing balance of each kind of permit with them. This statement shall be in the form prescribed in rule 10 above for the stock register.

15. Range Officers.

- In districts where the system of pre-payment of the value of permits supplied to permit-issuing officers is in force, an abstract from the stock book of permit forms shall be submitted at the end of each month by Range Officers to the District Forest Officer with their monthly accounts. In districts, where the above system has not been introduced, Range Officers shall, in addition to the abstract above referred to, submit consolidated statements in Form P-2 prepared from the corresponding return received from their subordinate permit-issuing officers and include therein their own transactions, if any. The particulars relating to each office should be shown separately. Note. - (1) Range Officers, before consolidation of the returns received from their subordinates, shall check them with the duplicates of the permits, etc., and shall at once take steps to rectify any differences noticed. (2) The duplicate permits shall be retained in the Range Offices for comparison with the originals which are required to be recovered and submitted to them by recovering officers. The originals of permits recovered shall be compared in Range Offices with their counter-foils and duplicates so as to verify the entries relating to dates, time allowed for removals, etc., and the Range Officer shall certify that the check has been completed each month noticing at the same time any errors detected and the action taken thereon.

16.

As far as possible, the original cart-load permits must be recovered to prevent their misuse. The recovered permits, duplicates and counter-foils will be destroyed periodically under orders of the District Forest Officer.

17.

In the event of free grants of timber, etc., by or under the orders of the District Forest Officer, the usual form of Forest Officer's permit (green) will be used, the word "free" being entered across it both on the original duplicate and counter-foil.

18.

The District Forest Officer and the Range Officers shall, invariably, take with them, during their tours of inspection, the abstract statements received from their subordinates, with a view to checking the stock of permits in their hands. The District Forest Officer shall, in the course of his inspection of Range Offices, take up at random the permits for at least one month which have already been checked, make a test examination of them and thus ascertain whether the check exercised by the Range Officers has been efficient or not.

19. Tahsildars.

- In exceptional cases where permits are supplied to issuing officers through Tahsildars (vide page 46 of Board's Proceedings No. 105, Land Revenue, dated the 22nd April 1899), Collectors shall make special arrangements for the necessary check being exercised with reference to the above rules.

20.

Range Officers and Foresters shall note in their weekly diaries the numbers and particulars of the grazing permits checked by them in the course of their tours.

21.

The audit staff of the Accountant General's Office shall, at the time of their annual inspection of the accounts of the District Forest Officers, examine the stock register of permits with a view to seeing - (i) whether the receipts and issues are properly recorded, and are supported, respectively, by the invoices from the Superintendent, Government Press, or by the acknowledgements of the officers to whom permit were supplied; (ii) whether there is any evidence of the stock having been periodically verified by the District Forest Officer. They should also satisfy themselves that the number of permit books which the stock register shows to be the balance is actually in stock and a certificate to that effect shall be furnished by them in the stock register. Form of good conduct bond to be executed by Permit Issuing Officers appointed under the pre-payment system. - I, A. B., in consideration of my being licensed to sell permits by the District Forest Officer on behalf of His Excellency the Governor of Tamil Nadu (hereinafter called the Governor) do hereby bind myself to the Governor, in the sum of Rs (to be fixed by the District Forest Officer according to circumstances) to obey all such orders concerning the sale and custody of permits as the District Forest Officer or the Range Officer under his orders may, from time to time, issue to me, to keep a sufficient stock of all stock of all permits which I am licensed to sell, to sell permits at the place here I am licensed to sell them, on all days during the hours of daylight to keep such accounts and make such reports and returns as are prescribed by the District Forest Officer, from time to time, to allow any person not below the rank of Forester duly authorised by the District Forest Officer at all times to inspect my account books and stock, to make good all losses caused by want of reasonable care on my part and generally to fulfil all duties devolving on me as permit-issuing officer honestly and properly. Appendix Stock Book of Permit Forms Description. Value.

Date	From whom received or to whom issued	Receipts	Issues	Balance	Initials of receiver or deptor, Item or invoice No.	Remarks
1	2	3	4	5	6	7

Form No. P-2
Daily Abstract
Permits Issued
and

amountscollected
by the month
of.. 19..
Permit-issuing
officer for
Cart Loads

Date	White permit book for unreserves									
	I Class at Rs.	II Class at Rs.	III Class at Rs.	Charcoal Rs.	Bark	Fuel at Rs.				
	Number of permits	Amount of	Number of permits	Amount of	Number of permits	Amount of	Number of permits	Amount of	Number of permits	Amount of
1	2	3	4	5	6	7	8	9	10	11
		Rs. P.		Rs. P.		Rs. P.		Rs. P.		Rs. P.
1										
2										
3										
4										
5										
6										
30										
Total										

Daily Abstract
Permits Issued
and
Date amountscollected
by the month
of.. 19-
Permit-issuing
officer for

Cart
Loads
Green
permit
book for
reserves

I Class II Class at Rs. III Class Split Charcoal
at Rs. at Rs. bamboos

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at Rs.										
Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	
1	14	15	16	17	18	19	20	21	22	23
		Rs. P.		Rs. P.		Rs. P.		Rs. P.		Rs. P.
1										
2										
3										
4										
5										
6										
30										
Total										
Cart										
Loads										
Date	Green permit book for reserves									
Bank	Leaves from trees	Grass	Fuel	Bark						
Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	
1	24	25	26	27	28	29	30	31	32	33
		Rs. P.		Rs. P.		Rs. P.		Rs. P.		Rs. P.
1										
2										
3										
4										
5										
6										
7										
30										
Total										

Daily
Abstract
Permits
Issued
and
amounts collected
by the
month
of.. 19..
Permit
issuing
officer
for
Cart
Loads

Date	Timber										
Bamboos at Rs.	Bamboos at Rs.	Bamboos Ordinary Rs.	First Class	Second Class	Third Class						
Annas	Annas	Annas									
	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits
1	34	35 Rs. P.	36	37 Rs. P.	38	39 Rs. P.	40	41 Rs. P.	42	43 Rs. P.	44

1

2

3

4

5

6

7

30

Total

Head

Loads

Date	Bamboos	Split B. Bamboos									
	Annas	Annas	Annas	Annas	Annas	Annas					
	Number	Amount	Number	Amount	Number	Amount	Number	Amount	Number	Amount	Number

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	of permits		of permits		of permits		of permits		of permits		of permits
1	46	47	48	49	50	51	52	53	54	55	56
		Rs. P.		Rs. P.		Rs. P.		Rs. P.		Rs. P.	

1

2

3

4

5

6

7

30

Total

Head

Loads

Date	Charcoal	Barks	Leaves From trees	Grass and Leaves from Herbs	Fuel					
Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	Number of permits	Amount	
1	58	59	60	61	62	63	64	65	66	67
		Rs P.		Rs. P.		Rs. P.		Rs. P.		Rs. P.

1

2

3

4

5

6

7

30

Total