

*Chapter-XXXIII

Annual Appropriation Report

33.01 Submission of Account:-

As soon as the supplementary accounts for March are closed, the Divisional Forest Officer should submit to the Chief Conservator /Conservator a return in **MFM Form 30** showing the actual receipts and expenditure under each detailed head for the financial year, with reasons for increase or decrease if any, in the figures as compared with the sanctioned budget estimates for the year under report. This return should be submitted so as to reach the Chief Conservators/ Conservators by 10th May each year. On receipt of the above return the Chief Conservators/ Conservators should prepare a report giving a clear and full explanation of the reasons for the variations in the figures for the whole circle and submit it to the Principal Chief Conservator (HoFF) of Forest by 20th May. (BFM 492)

The report should be in **MFM Form 31** and should contain figures under major head 0406 forestry and wildlife, 0045, 0049, 083 under revenue heads, 2235, 2046, 4216, 4415, 4406, under expenditure head and relevant minor heads. Charged and voted items are shown separately. All variations in figures should be fully explained in a separate note. While explaining the savings and excesses under expenditure the instructions given below the form should be carefully observed. Particular attention is drawn to the instructions (c) when the variations is due to several causes the exact or approximate amount due to each should be stated. (BFM 493)

33.02 Store Account:-

The Conservators, the Forest Engineer, the Utilization Officer should submit to the Principal Chief Conservator by 5th August each year an account of departmental stores, including buildings. A consolidated return will be prepared by the Principal Chief Conservator submitted to the Accountant General by 1st September for inclusion in the Appropriation Accounts and Audit Report. (BFM 494)

33.03 Remissions of and abandonment of claims to revenue:-

The returns showing remissions of revenue and abandonment of claims to revenue referred to in **Rule III in Section I of Appendix 18** to Financial Rules under Devolution Rule 37 (e) (F.P.I.) should be submitted by Conservators directly to the Accountant General, so as to reach him by 15th August, a copy being sent, at the same time to the Principal Chief Conservator for information.(BFM 495)

33.04 Grant of Forest Produce free or at concessional rate:-

The return showing the grants of forest produce free or at concessional rates in form referred to in **Rule III-B in Section I of Appendix 18 of Financial Rules under Devolution Rule 37(3)(F.P.I.), (page 341)** should be submitted by the officers concerned, so as to reach the Principal Chief Conservator by 31st July every year. The latter officer will consolidate the returns by circles and forward them to the Accountant General, so as to reach him by 15th August. (BFM 496)

