

**DELEGATION OF POWER****Administrative power**

S.No.	Nature of Power	Authority to which power is delegated	Extent of power delegated
1	2	3	4
1.1	Power to sanction formation and redistribution of divisions		Government
1.2	Power to sanction the formation and redistribution of Ranges	PCCF	Full powers provided no increase in the sanctioned cadre of the subordinate services is involved
1.3	Power to deal on his own authority with professional questions such as working plans, fire protection and civil cultural operations etc.	PCCF	Full powers
1.4	Power to correspond with Director General of Forest Government of India	PCCF	Full powers in all matters of professional interest
1.5	Power to deal finally with all preliminary working plan reports	PCCF	Full powers. The final report will require the sanction of Government
1.6	Power with regard to internal administration of the Department	PCCF	Full powers.
1.7	Submission of completed working plan for sanction of Government	PCCF	Full Powers.
1.8	Checking control forms for sanctioned working plan.	PCCF	Full Powers.
1.9	Sanction of deviation from sanctioned working plan.	PCCF	To sanction excess of deficit felling in deviation from the prescription of a working plan, provided that such deviation does not amount to a permanent alteration in the general scheme of management
1.10	General control over sale of forest produce Except Tendu Patta	PCCF	Full Powers.
1.11	Annual Forest Administration Report	PCCF	Full Powers.
1.12	Power to control all forest Officers and issue any instructions necessary for the administration and working of forest	PCCF	Full Powers.
1.13	To permit alienation of right of partumage or to forest right	PCCF	Full Powers.
1.14	Power to public translation of notification of restoration forest.	DFO	Full Powers.
1.15	To permit alienation of right of pasturage or to forest right in reserved forest.	PCCF	Full Powers.

1.16	Power to stop ways and water and water courses in reserved forests subject to provision of Rajasthan Forest Act.	PCCF	Full powers subject to the condition that prior sanction of the Commissioner of the Division concerned has been obtained.
1.17	Power to declare and publicly notify reserved or protected forests or portion of such forests to be altogether closed against hunting shooting and fishing for such periods as may be necessary when it is desirable in their judgement so to close such forests or portion of forests.	CCF & CWLW	Full powers.
1.18	To permit acts specified in (c) (d) (f) and (g) Sec. 26 of the Rajasthan Forest Act otherwise prohibited in reserved Forests.	PCCF	Full Powers.
1.19	To notify depots for drift and timber etc.	DFO	Full Powers.
1.20	Power to issue notice to claimants of drift timber etc.	DFO	Full Powers.
1.21	Power to decide claims to drift timber etc.	DFO	Full Powers.
1.22	Power to enter upon any land and to survey demarcate and make & map of the same.	DFO	Full Powers.
1.23	To direct release of property seized	DFO	Full Powers.
1.24	Power to compound forest offences	DFO	Full powers as per direction of the Govt.
1.25	Power to enter upon any land and to survey demarcate and make a map of the same	DFO	Any Forest officer not below the rank of a Ranger.
1.26	Power of Civil Courts to compel the attendance of witness and the production of documents.	DFO	Full powers within his jurisdiction.
1.27	Power to hold an enquiry in Forest offences	DFO	Full Powers within his jurisdiction.
1.28	Payment of expenses of witness when summoned by Forest Officers	DFO	Should obtain the sanction of conservator of Forest to such expenditure and as the expenditure cannot be foreseen it may be incurred when necessary but sanction must be applied for immediately
1.29	Power to act as Forest Officer	DFO	PCCF/Addl. PCCF/ chief Conservator and within their respective charges the conservator of forest. All divisional Forest Officers. Assistant Conservator of Forests, Forest Rangers, forester, Asstt. Foresters and Forest guards whether in permanent or temporary employment will have power to act as Forest officer.



1.30	To take possession and sale of forest produce for Government does.	DFO	Full Powers.
1.31	Power to disarm any person going armed without a license or in contravention of its provisions within the limits of their jurisdiction.	PCCF/Addl. PCCF / CCF / DFO / ACF Game watcher / Gaem Ranger	Throughout jurisdiction full powers.
1.32	Power to issue transit pass	DFO	Full Powers with in State.

## 2. Powers relating to service conditions.

2.1	First appointment to subordinate service		All first appointment to subordinate service will be made by the Head of the Department or by an Authority not below the rank of the D.F.O. specially empowered by the Head of Department. PCCf has delegated his powers to the C.F. & DFO.
		C.F.	Amun and Surveyor
		DFO	Forester & Forest Guards.
		i) Fieldman ii) Tracer iii) Motor mechanic iv) Projector Operator v) carpenter	CF & officers of rank higher to CF
		vi) Pump driver vii) Tractor Guard viii) Khallasi-cum Chowkidar ix) Helper x) Chairman	Dy. CF/ DFO / SCO / Field Director and officer of rank higher to them.
2.2	Power to grant all kinds of leave with the exception of study and disability leave.	PCCF	Full powers to authority competent to make substantive appointment

Note : These powers will be exercised by the authority competent to make substantive appointments for the periods of leave in excess of two months already delegated to Heads of Offices vide F.D. Order No. 4134/5/F.G. (9) FD-A (Rules) 56 dated 21.10.1957

2.3	Power to direct that the whole or any part of an outside source for work done during official time may be paid to the Government servant who did the work subject to the observance of the rules.	PCCF	Upto the limit of power to sanction the acceptance of the honorarium or fee.
2.4	Power to post and transfer of officers (under training) as attached officer or in charge or range	PCCF	Full powers, except IFS / RFS for which Govt. is competent.
2.5	Power to accept in the case of women candidate for Govt. Service Material	Any authority competent to make	Full powers

2.5	Certificate of fitness, signed by any woman practitioner.	subordinate appointments to the post	
2.6	power to suspend the lien	PCCF	Full powers provided he is authorised to make substantive appointment to the post on which the lien is held.
2.7	Power to transfer lien.	PCCF	Full powers, provided that he is authorised to make substantive appointments to both the posts concerned.
2.8	Power to make temporary appointment in a permanent vacancy by making officiating promotion from a lower cadre.	PCCF	Provided senior most person locally available is promoted.

NOTE : If seniority is to be ignored, reference to the next higher authority must be made simultaneously giving reason and concurrence of such authority obtained in writing and brought on record. The power to make officiating appointments may be exercised by the Head of Departments in those cases also where charge of two posts is to be held by the person entitled him to charge allowance or officiating or special pay.

2.9	Power to reduce the pay of an officiating Government servant	Any authority which has power to make a substantive appointment to the post concerned	Full powers.
2.10	Power to fix the pay of a temporary post which will be filled by Govt. Servant.	Any authority which has power to create a temporary post on the pay fixed	Full Powers.
2.11	Power to appoint a Govt. servant to hold temporary or to officiate on more than one post and to fix the pay of subsidiary posts and the amount of compensatory allowance to be drawn.	PCCF	Full power provided that he has power to appoint government servant substantively to each of the posts concerned and provided the posts have a clear and well defined charge or sphere of responsibility.
2.12	Power to require a medical certificate of fitness before return of leave.	The authority competent to grant leave to the Govt. servant concerned.	Full Powers.
2.13	Power to accept certificate signed by any registered medical practitioner as evidence of the fitness of a non gazetted Government servant to return to duty.	The authority Competent to grant leave.	Full powers.
2.14	To grant temporary advances from the amount standing at the credit of a Govt. servant in the provident fund.	PCCF	Full powers in respect of an subordinate, ministerial and class IV servant subject to the observance of rule.
2.15	To sanction communication of civil pensions	PCCF	Full power in respect of subordinate ministerial and IV



			servent but subject to such directons as the Finance Department may issue to ensure that the budget provision is not exceeded.
2.16	To define the limits of Govt. Servent sphere of duty	PCCF	Full powers in respect of servant when he is authorised to appoint substantively
2.17	To decide whether a particular absence is absence from duty.	CF	Full power in respect of servant when he is authorised to appoint substantively

### Power regarding T. A.

3.1	To prescribe Government servant Headquarters	PCCF	Full powers with respect to all services except IFS / RFS.
		Cf	Full powers with respect to subordinate Ministerial and Class IV servants working in his Circle.
3.2	Power to grant permanent monthly travelling allowance	PCCF	For temporary posts only provided the allowance granted does not exceed the amount sanctioned for permanent posts of the same category.
3.3	Power to permit exchange of daily allowance for mileage during the whole period of tour	PCCF	By special order in individual case or Government servants whose pay does not exceed Rs. 100/- p.a.
3.4	To impose restriction on the exchange of daily or mileage allowance by non gazetted, ministerial or class IV servants travelling in public or hired conveyance	PCCF	Full powers.
3.5	Power to allow the actual cost of maintaining a camp during a student journey away from It.	PCCF	By special orders in individual cases.
3.6	Power to prescribe the scale of camp equipment, servant, horses etc. to be carried out at Government expenses by Government servant allowed to recover the actual cost.	PCCF	Afer drawing general instructions in the matter and getting them approved by Government.
3.7	Power to permit the recovery of the actual post of conveying camp equipment, horses, carries, motor or tour car etc.	PCCF	By special order in individual cases but not as rgard horse drawn vehicle and more than two horses.
3.8	Power to limit the number of conveyance etc. and the weight of camp equipment carried on tour	PCCF	By special order in individual cases.
3.9	Power to permit the recovery of the actual cost of maintaing CAMPEQUIPMENT DURIG a half at or near the headquarter	PCCF	By special order in individual

3.11	Power to prescribe the scale of tent to be carried at a Government expenses on transfer.	PCCF	Full powers.
3.12	Power to allow the actual cost of journey to appear before a medical Board preliminary to voluntary retirement on invalid pension.	PCCF	Full powers.
3.13	Power to permit a controlling officer to delegate his duty of countersignature.	PCCF	Subject to the delegation being made only to a Gazetted Officer who is immediately subordinate to the controlling officer and is working in his own office.
3.14	To restrict the frequency and the duration of the journeys.	Controlling Officers.	Full powers.
3.15	To sanction travelling allowance to a Government servant or to a student not already in the service of Government selected to undergo a course of training.	PCCF	Full Powers.
3.16	To declare who shall be controlling officer and to make rules for his guidance	PCCF	Full powers provided a Government servant is not declared to be his own controlling officer. Chief conservator of Forests will be his own controlling officer.
3.17	To permit a Government servant to travel beyond Rajasthan but within India.	PCCF	Full powers provided a Government servant is not declared to be his own controlling officer. Principal Chief Conservator of Forest will be his own controlling officer.
3.18	Power to extend the time limits of 6 month and one month within which the members of the family of Government servant may be treated as accompanying him in individual cases attendant with special circumstance as provided in note 2 below rule 26 IofT.A. Rules.	PCCF	Full powers.