Sectt. I (1)-I—10,006—7-10-70.

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(3) Initials of the Referencer

TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

Revenue ... IENT

No. 442. Read the following Extract from t he Proceedings of the Government of India in the Department of Reven ue, Agriculture and Commerce,— (Forests,) dated Calcutta, the 3rd Feb ruary 1875, Nos. 5/452—166 :—

Read—

Circular Resolution No. 1/89-99, dated the 15th J anuary 1874, on the preparation of the budget estimates of the Forest Department.

Circular No. 34/1,174-1,186, dated the 2nd No vember 1874, directing the omission of "Office rent" from head B. III. 2.

Circular No. 6/325-336, dated the 18th March 187 , relative to an alteration in the budget heads to include receipts and charges on accou nt of bamboos.

Circular No. 2/100-111, dated the 5th February 18 76, asking for opinions on a proposal to revise the budget classification.

The replies of Local Governments and Administrat ions to the above Circular.

RESOLUTI ON.

In the resolution, No. 2,331, of the Gove rnment of India in the Financial Department, dated the 15th September 1864, t he first instructions for the preparation of budget estimates were issued. These instructions were re-published in 1867 as Forest Standing Order No. 5. In Res olution No. 1/89-99 of the Department of Revenue, Agriculture and C merce, dated the 15th of January 1874, a new set of instructions was issu supersc sion of the rules of 1864, prescribing revised budget heads and rules for the preparat ion of budget estimates.

2. The orders then is ed came into fo ce on the 1st Apri 1874, and by the 1st April 1877 the accounts and estima tes of three years will have been submitted according to these regulations. The experience of these three yea has shown that the division into sub-heads and sec tions has proved i nvenient, and has caused some difficulty in the correct classi fication of items of account.

3. At the Forest Conference held at S imla in October 1875 a Committee was formed, under the Presidency of Dr. W. Schlich, Conservator of Forests in Bengal, to consider the question of re-arr anging the budget heads. That Committee recommended the adoption of a revised classification, in which the budget heads of 1874 were modified so as to reduce the number of sub-heads. In November 1875 a memorandum on the sub ject was drawn up by Mr. Brandis, Inspector-General of Forests, in which a di fferent classification was proposed, and this memorandum was circulated for t he opinion of Local Governments. The majority of the replies received was fa orable to the change proposed by the Inspector-General of Forests, but the reports received contained several important suggestions for improvement.

4. The classif ation now sanctioned h as been constructed with a view to simplifying the preparation of budget estim ates and the allotment of items of revenue and expenditure to their proper budg t heads, while at the same time the main-heads of the classification of 1874 are kept sufficiently distinct to allow of the statements of revenue and expenditure, as well as the estimates prepared under the rules of 1874, being entered without diffic lty under the heads of the present sanctioned classification.

I.—*Of the form of estimate shee*

nd the date of its submission.

5. The annual budget estima
to be hereafter described, in the
to the Government of India in
Commerce not later than the 1st
to which the system of audit and
Resolution, No. 635 of the Gove
dated the 31st May 1876, will ap
Comptroller-General of Account
submitted through the local Acco
panied by the remarks and order
(in column V) such modifications

6. The form contains five co
I.—The actuals of the pa
II.—The original estimat
Government of In
III.—The regular estimate
IV.—The estimate of the en
V.—A column is left bla
any) of the figures
Local Government

7. The figures in column I
totals of receipts and expenditu
B—Establishments, by the Comptr

The figures in column II will
current year as sanctioned by the
deal with the figures by totals only
heads and sub-heads as approved by
grants to which additions have be
red ink, and an explanatory foot
and the additions, with the authori

The figures in column III wil
of the current year as may be
possible, of the requirements of the
five months (April to August) will

The figures in column IV rep
expenditure of the ensuing financia
instructions given in the sequel.

8. The estimate will be prepa
Officer of the Province. He will be
ously verified by the Civil Accou
to the Local Government, who w
modifications in column V, as the
to the local Accountant-General,
be required for the Civil estimates,
Department of Revenue, Agricultu

will be prepared, under the several heads
Form No. 1 annexed. It will be submitted
the Department of Revenue, Agriculture and
November in each year. From the Provinces
control of Forest accounts prescribed in the
rnment of India in the Financial Department,
ply, the estimate will be submitted through the
, and from the other Provinces it will be
untants-General. In all cases it will be accom-
s of the Local Government, and will exhibit
s those orders may render necessary.

lumns showing—
st year.
e of the current year as sanctioned by the
dia.
f the current year.
suing year.
nk for the insertion of such modifications (if
in column IV as may be recommended by the

(actuals) must have been verified, as regards
e under A—Conservancy and Works and
ller-General or the local Accountant-General.
be the figures of the budget estimate for the
Government of India. Should that sanction
, the distribution of such total amounts under
the Local Government will be entered. Any
n subsequently sanctioned will be shown in
note will be added showing the original sum
y therefor.
l be based on the actuals of as many months
available, added to an estimate, as exact as
remaining months. As a rule, the actuals of
e available when the budget is prepared.
resent the expected revenue and the proposed
l year, and they will be prepared according to

red by the Conservator or other Chief Forest
careful to enter in column I the figures pre-
t Officers, and he will submit the estimate
ll transmit it, with the needful orders and
case may be, to the Comptroller-General or
who will, after making such abstracts as may
forward it to the Government of India in the
and Commerce.

9. The estimate will be prepared so as to show the figures of each column separately for each forest division. When necessary, the apportionment of the figures between sub-divisions of one division may be shown in the explanatory note, but not in the estimate sheet itself.

10. The figures must be shown separately against each head and sub-head of the prescribed form. It is prohibited to give only the totals of several sub-heads clubbed together, as also to introduce new sub-heads without the authority of the Government of India.

11. It is an object of importance to secure uniformity in all estimates, so as to facilitate their combination into one general form by the Government of India.

12. The estimates will be accompanied by—

I.—A copy of the last sanctioned scale of establishment.

II.—An explanatory note justifying the figures of the estimate, and detailing the nature and cost of the different operations on which expenditure is proposed in the year for which the Budget Estimate provides (*vide* Section III).

It is understood that before the estimate is sent in, the statement of actuals, with explanation of important deviations from the estimates, and the annual progress report for the year for which the actuals are given, will have been submitted.

13. The sanction of the Government of India will generally be accorded to the totals of the main-heads of the estimate as follows:—

Receipts.
Charges { A—Conservancy and Works.
B—Establishments.

but in special cases, where it may seem necessary, the sanction will be in detail.

14. Except in such special cases, it rests with Local Governments to order the distribution of the total allotted under one of the two main-heads A—Conservancy and Works, and B—Establishments among heads and sub-heads, as the requirements of the service may demand. On receipt of the estimate figures sanctioned by the Government of India, Conservators will prepare and submit to Local Governments an appropriation statement, which, after sanction, will be transmitted to the Auditing Officer, viz., the Comptroller-General or the local Accountant-General, as the case may be.

The Local Governments will authorize subsequent transfers between heads and sub-heads, provided the amount sanctioned under either of the main-heads is not exceeded. Such transfers will be proposed by Conservators, and intimation of their sanction will be sent to the Auditing Officer by the Local Government. Transfers from one main-head to another cannot be made without the sanction, in each case, of the Government of India.

15. Applications for additional budget grants will not be complied with, except under special circumstances, which must be fully explained. Whenever it is possible, urgent wants should be met by re-appropriation from other heads, the amount being taken from provision made for works which may be deferred without injury to the public service.

—Of the different heads and sub-heads of the Budget.

16. As in the orders of 1874, the object of the present classification is to have the heads of receipts as far as possible corresponding with the heads of Expenditure under Conservancy and Works, so as to facilitate comparison between the different heads of Revenue and Expenditure. Thus, heads of Receipts I to IV correspond with the heads of Expenditure A I to A IV. Heads I, II and III under Receipts and Charges require no explanation.

In most Provinces the outlay incurred on timber and other produce removed from the forests by Government agency forms the main portion of the expenditure, and it is important that the receipts and charges on this account should be prominently exhibited in the financial statements and estimates. The sub-heads are intended to exhibit, as far as such is practicable, the income and expenditure on account of timber, wood, bamboos and other descriptions of forest produce. In Provinces where no sandal-wood is produced this sub-head may be omitted.

It is understood that, as a rule, the charges incurred on account of timber and other produce removed from the forests by consumers or purchasers cannot be shown separately under the different sub-heads, and therefore no attempt has been made to divide A II into sub-heads.

17. Head IV is intended to include the duty levied on foreign timber, which is of considerable importance in Burma, and the share of the revenue from forests which are not managed by Government officers, but in which Government has a share or has certain other rights. The charges incurred on account of these heads should be entered under A IV (*a* and *b*).

18. It should be distinctly understood that heads I and II, under Receipts as well as under Conservancy and Works, are intended to relate to forests managed by Government. Revenue realised or expenditure incurred on account of forests managed by Government, a certain share of the Revenue of which is paid to other persons, as is the case in Hazara and Ajmere, will be entered under these heads, and in these cases the amount of such share in the revenue which is paid to shareholders should be debited to A V. To the same head should also be charged the share of forest revenue paid to Khotes and Rakhwalders in the Bombay Presidency, who are entitled to a share in the revenue of forests managed by Government.

19. Heads V, VI, VII and VIII, under A—Conservancy and Works, can for obvious reasons have no corresponding heads under Receipts. The items which will be entered under head VIII are entirely chargeable to the formation, maintenance, and improvement of the forests, while the amounts of the other heads will, according to circumstances, be chargeable either to the production of revenue or to the formation, maintenance, and improvement of the forests.

Head A VI., *Live and Dead Stock* :—

a.—Purchase of cattle.
b.—Feed and keep of cattle.
c.—Plant, tools and instruments.

The sub-head "Hire of cattle" has been omitted, as the expenditure on such account will more appropriately be charged to the heads of the work done by the cattle hired.

Head A VII., *Communications and Buildings* :—

a.—Roads and bridges.
b.—Buildings.
c.—Other works.

The sub-head VII (*a*) will include timber slides and tramways for forest purposes, &c., in case they are of a permanent character. Temporary structures should be charged under timber expenses.

20. Head A VIII., *Demarcation, Improvement and Extension of Forests* :—

a.—Demarcation.
b.—Compensation for land or rights.
c.—Surveys and working plans.
d.—Plantations.
e.—Protection from fire.
f.—Other works.

Under sub-head VIII *a* will come all charges connected with the formation and maintenance of boundary lines. It frequently happens that a broad cleared line is maintained, and serves both as a boundary line and as a fire-protection line. And so with the internal lines which are made between the various blocks and compartments of a forest: indeed, these latter usually serve a third purpose simultaneously, viz., they act as export and inspection roads. Whether the cost of clearing and maintaining such lines should be charged under VII *a*, VIII *a*, or VIII *e*, must depend upon the circumstances of each case.

Sub-head VIII *b* will include compensation for land taken up for forest purposes, as well as expenditure in the settlement of rights and privileges.

Sub-head VIII *c* will contain all expenditure incurred for the preparation of working plans, as well as on topographical and valuation surveys.

Sub-head VIII *d* refers to plantations made on a large scale, such as railway, fuel and timber plantations. Under this sub-dead will also be shown the expenditure on the restoration of large denuded areas, but not the mere filling up of small blanks and glades in the middle of existing natural forests.

Sub-head VIII *e* will show the cost of clearing and maintenance of internal and external fire lines, whether for the protection of natural or artificial forests. Such extra establishment as is sanctioned for this purpose, as well as the cost of suppression and extinction of fires which have broken out, wages of labor, rewards to villagers who have given meritorious aid, and so forth, should here be charged.

Sub-head VIII *f* will include all general forest work, such as fencing and enclosing, cutting creepers and epiphytic ficus and eradicating noxious growth, thinning, pruning, dibbling in seed to aid natural reproduction, planting up small blanks in the middle of natural forests, and the like.

21. Head A X., *Miscellaneous* :—

a.—Refunds.
b.—Law charges.
c.—Other charges.

Under the sub-head IX *b* come stamps, fees and costs connected with the institution or defence of cases in Court.

The heads of B—Establishments remain unchanged.

III.—Of the Budget Explanatory Note.

22. The correct preparation of this Note is of first-rate importance, especially as regards the justification of the figures in the estimate of the ensuing year. The Government of India has frequently experienced considerable difficulty in dealing with the proposed expenditure, owing to the fact that large sums have been entered in the budget column without being sufficiently explained in detail. The facts recorded in the Note must afford all the information needful to enable Government to form a judgment regarding the necessity of the outlay proposed.

23. The "Note" should be divided into three chapters.

Chapter I will deal with the "Actuals." Taking the totals, any comparison that has to be made with figures of former years will be given, and explanations afforded as to increase or decrease, and of exceptional circumstances which caused it. This chapter will generally be short, and in many cases it will suffice to refer to the remarks which accompanied the "Statement of Actuals."

24. Chapter II will give the reason for the figures entered in the "Regular Estimate." It should not proceed by forest divisions, repeating the budget head under each division, but should take each total budget head and speak of the divisional receipts or expenditure which go to make it up. When the regular estimate figures do not exhibit any, or only a trifling, difference from those sanctioned in the budget, no remarks need be entered; but when they differ, full explanation should be given: thus—

Receipts.

I.—Timber or other produce removed from the forests by Government agency:—

a.—Timber.

"The sanctioned estimate showed Rs. 50,000; the regular estimate shows Rs. 1,20,000. The increase of Rs. 70,000 is caused by the favorable floods which in Divisions B and C caused a large increase in receipts.

"In Division B the estimate is thus accounted for:

"800 trees felled in 1876, formed into 4,000 logs, and sold at an average of Rs. 15 = Rs. 60,000. It was expected that only 2,000 logs would be sold, realising Rs. 30,000.

"In Division C the increase of Rs. 40,000 is due to sleepers, which have been delivered and paid for within the year contrary to original exceptations."

25. And for an example under *Expenditure*—

A-I.—Timber and other produce removed from the forests by Government agency:—

a.—Timber.

"The sanctioned budget estimate was Rs. 70,000; the regular estimate is Rs. 80,000. There is a decrease in Division C of Rs. 5,000, and an increase in B of Rs. 15,000. The first is caused by a saving in cost of transport of timber, consequent on the use of the timber slide at D now completed. The increase is caused by the launching and transport of the 2,000 additional logs alluded to under receipts: thus—

	Rs.
"Marking, launching, at Rs. 3 per log	6,000
"Clearing jams, rafting and landing at depôt, at Rs. 4-8 per log	9,000
Total ...	15,000"

It will be easy from these examples to understand how the differences are to be explained under each head throughout.

26. Chapter III will be the justification in detail of the proposed revenue and expenditure, and will be in the same form, taking up each head of the estimate *seriatim*, and showing first how the sum is distributed under each division; and secondly, the detail of the proposed work under each head, with the estimated cost of each operation, or the items which constitute the revenue. Thus for receipts under head I *a* the number of logs and cubic feet likely to be sold at such and such a rate will be stated; the number of sleepers that will be delivered to such and such a railway, at such and such a price, &c. If the receipts are from *Plantations*, the items will be given, so much from thinnings, from fruits, from sale of crops planted between the lines, &c. If "Miscellaneous," the different sources will be given *seriatim*.

27. It is convenient to maintain the two classes of "Ordinary" and "Capital" charges, though it is not possible in all cases to maintain a sharp distinction between the two classes. This classification of expenditure under "Ordinary" and "Capital" charges will be confined to the Departmental accounts and estimates. "Ordinary" expenditure comprises the cost of all operations which are necessary to produce revenue, or which are concerned with the maintenance and the ordinary operations undertaken annually for the improvement of the forests. Thus the cost of timber operations, keep and feed of cattle, as well as annually recurring charges for forest improvement, protection from fire, &c., are "Ordinary" charges.

28. "Capital" expenditure, on the other hand, represents charges which do not recur annually, or which do not yield an immediate return. Capital charges frequently yield either no return at all for a series of years, or repay themselves only gradually in cash returns or in local benefits of another kind, such as the increase of the water-supply, protection against storms, erosion, landslips and avalanches. Each proposal for such expenditure must be regarded in the nature of capital outlay, and must in the first instance be worked out in full detail, to show that all the measures have been carefully considered beforehand, and that the result is likely to be ultimately profitable to such a degree as to justify the outlay.

29. The following items come under capital expenditure:—

1.—Purchase of cattle, machinery, saw-mills, &c. A VI

2.—Construction of roads, tramways, bridges, houses, canals, timber slides. A VII

3.—Purchase of land for plantations and forest purposes and cash compensation for extinction of forest rights. A VIII *b*

4.—Plantations, including extensive works of *reboisement* or restoration of denuded areas. A VIII *d*

30. Each individual work or item of "Capital" expenditure costing Rs. 200 and upwards must be sanctioned on estimate by competent authority before it can be carried out. It will rest with Local Governments and Conservators to extend this practice, and to require sanction on estimates for other items not specified in the preceding paragraph as "Capital" expenditure. The practice in

this respect should be adapted to the special requirements of each province. Conservators of Forests have power to sanction such outlay up to Rs. 2,000 for each item, and the powers of Local Governments are as follows :—

Madras	Not exceeding Rs. 50,000 each.
Bombay	
Bengal	Not exceeding Rs. 10,000 each.
North-Western Provinces	
Punjab	
Oudh	Not exceeding Rs. 5,000 each.
Central Provinces	
British Burma	
Mysore and Coorg	
Hyderabad	
Assam	
Ajmere	

Projects for works exceeding these sums require the sanction of the Government of India. Whenever the outlay on any one work or item within the year is expected to exceed Rs. 5,000 all needful particulars regarding such work or item must be entered sparately in the explanatory note, and such provision will in every case be sanctioned specially by the Government of India.

31. Some remarks may now be made regarding the detail that ought to be given in the note in justification of the proposed expenditure. But before entering on these, it is necessary to remark that some heads ought to bear a close relation to the actuals of former years, such as AII and AV ; while others, as AI AVII and AVIII, are not dependent on former actuals, but on the necessities of the case and the merits of the proposals by themselves.

32. AI.—*Timber and other produce removed by Government agency*—

a.—Timber.

Here the number of trees to be felled according to the working plans of the forests in each division has to be entered, and when there is no working plan, the grounds for proposing fellings to the extent estimated must de stated. The rate and cost of each operation, such as felling, logging, carting, floating, bringing into depôt, &c., &c., in cubic feet, or per log, or otherwise, must be given specifically. If it is proposed to cut up timber into planks or scantling, the estimated rates and cost must be specified.

Officers in charge of public works should be communicated with and asked to state their probable requirements; it would be only in rare cases that extensive indents cannot be foreseen ; but large margins in the provisions left by mere guess-work are inadmissible.

If definite information above the requirements of railway or other public works cannot be obtained in time, the estimate, both on the receipt and expenditure sides, should not take account of such work at all ; but the Government of India will, if need be, sanction an additional grant on the necessary explanation being submitted.

33. A VII.—*Communications and Buildings*—

a.—Roads and bridges.

b.—Buildings.

c.—Other works.

In these cases, an estimate in the Public Works form will have been submitted and sanction obtained. If this has not been done, the fact will be

stated in the note, and a general estimate will be submitted, a detailed estimate as prescribed being sent for sanction at once.

34. A VIII.—*Demarcation, Improvement and Extension of Forests* —

a.—Demarcation.

It will be easy to explain what work in demarcation has been proposed, but it must be distinctly entered for each division, thus :—

DIVISION A.

"Demarcation by a trench 3′ × 3′, masonry boundary pillars at 2,000 feet and intermediate pillars at 200 feet apart of forest B and forest C, being an estimated length of 19 miles trenching as follows :—

	Rs.
Clearing jungle at Rs. 3 per mile	57
Trenching at Rs. 2 per 1,000 cubic feet	1,800
50 masonry pillars at Rs. 12 each	600
500 intermediate pillars of piles of stone with a stout post bearing serial numbers in the centre at Re. 1 each	1,000
Total ...	3,457

It is not sufficient to say "so many miles of demarcation work are expected to be done during the year."

b.—Compensation for land and rights.

The reasons for which land is to be taken up, and the orders sanctioning the purchase of rights, must here be given. The budget entry will be such as —

	Rs.
Plot of land of 25 acres belonging to inhabitants of a village in forest B, sub-division C, to simplify boundaries at Rs. 20 per acre ...	500
To be paid to D, of village E, in lieu of right to graze 40 buffaloes in F forest.	200
Total ...	700

d.—Plantations.

When the proposal is for a new work, sanction on estimate will have been obtained, and the provisions of the estimate, or in the case of old plantations, the provisions of the working plan, will be strictly followed. In those provinces where sufficient experience in planting has been obtained, and a settled practice has been established, so that the success of every operation can under ordinary circumstances confidently be expected, it will be convenient to prepare the estimates for this work in a form similar to that given as an example in form 2.

e.—Protection from fire.

Under this head the means devised for keeping out fire, the cost of clearances and of temporary watchers, of rewards to villagers for assistance, &c., names of forests to be protected, with area, &c., will be given.

35. A IX.—*Miscellaneous* :—

a.—Refunds.

b.—Law charges.

c.—Other charges.

This will readily be understood as it stands; it will only occasionally be possible to give details under *a* neiter for *b* unless it is known that definite cases are in Court or are likely to be so. Under *c* estimates will generally be framed by comparison with the actuals of preceding years.

36. B I.—*Salaries.*

The figures here will be sufficiently explained by the list of sanctioned establishment. Under the authority of the local Government, it is permitted to add a reasonable percentage for probble increases and promotions during the year, but specific proposals for the increase of establishments and promotion to deserving officers are *not* to be mad in the estimate note. If it happen that proposals have gone up and are unde consideration, a suitable provision may be made accompanied by a reference to te case.

B II.—*Travelling Allowances*—

The explanation under this head can always be easily given, any increase over allowances of former years must be justified in detail.

B III.—*Contingencies* —

The estimate under this head rquires careful scrutiny, and will not be allowed to exceed what the past year's actuals show without satisfactory reasons for the increase being given.

37. The following orders and circulars having been embodied in or superseded by the above, are cancelled :—

Resolution No. 1—89-99 of the Government of India in the Department of Revenue, Agriculture and Commerce, dated the 15th January 1874.

Circular No. 34—1,174-1,186, daed the 18th November 1874.

Circular No. 6—325-336, dated the 18th March 1875.

38. The classification laid down in this Resolution will take effect from the 1st April 1877.

ORDER.—Ordered that a copy of his Resolution be forwarded to the Governments and Administrations noted in the margin, and to the Superintendent of Forest Surveys for information and guidance.

Government of Madras.	Chief Commissioner of the Central Provinces.
,, of Bombay.	,, ,, of British Burma.
,, of Bengal.	,, ,, of Mysore and Coorg.
,, of the N.-W. Provinces	,, ,, of Assam.
,, of the Punjab.	,, ,, of Ajmere.
Chief Commissioner of Oudh.	Resident at Hyderabad.

Ordered also that a copy be communicated to the Financial Department and to the Comptroller-General, for information.

(True Extract.)

(Signed) G. H. M. BATTEN,
Offg. Secretary to the Government of India.

No. 5/152.

To the Secretary to the Government of Madras.

FORM No. 1.

Form of Estimate.

BUDGET HEADS.	Actuals, 187 -7 .	Sanctioned Estimate, 187 -7 .	Regular Estimate, 187 -7 .	Budget Estimate, 187 -7 .	Amendments by Local Government.
RECEIPTS.					
I.—Timber and other produce removed from the forests by Government agency—					
a.—Timber					
b.—Firewood and Charcoal ...					
c.—Bamboos					
d.—Sandalwood					
e.—Grass and other minor produce...					
II.—Timber and other produce removed from the forests by consumers or purchasers—					
a.—Timber					
b.—Firewood and Charcoal ...					
c.—Bamboos					
d.—Grazing and fodder grass ...					
e.—Other minor produce ...					
III.—Confiscated, drift and waif wood—					
IV.—Revenue from forests not managed by Government—					
a.—Duty on Foreign timber and other forest produce					
b.—Revenue from shared and private forests.					
V.—Miscellaneous—					
a.—Fines and forfeitures					
b.—Refunds					
c.—Other sources					
Total Receipts ...					

Budget Heads.	Actuals, 187 -7 .	Sanctioned Estimate, 187 -7 .	Regular Estimate, 187 -7 .	Budget Estimate, 187 -7 .	Amendment by Local Government.
EXPENDITURE.					
A.—Conservancy and Works—					
I.—Timber and other produce removed from the forests by Government agency—					
a.—Timber					
b.—Firewood and Charcoal					
c.—Bamboos					
d.—Sandalwood					
e.—Grass and other minor produce					
II.—Timber and other produce removed from the forests by consumers or purchasers.					
III.—Confiscated drift and waif wood					
IV.—Revenue from forests not managed by Government—					
a.—Duty on foreign timber or other forest produce					
b.—Revenue from shares in private forests ...					
V.—Rent of leased forests and pay to shareholders in forests managed by Government—					
VI.—Live and dead stock—					
a.—Purchase of cattle ...					
b.—Feed and keep of cattle ...					
c.—Plant, tools and instruments ...					
VII.—Communications and buildings—					
a.—Roads and bridges ...					
b.—Buildings					
c.—Other works					
VIII.—Demarcation, improvement and extension of forests—					
a.—Demarcation					
b.—Compensation for land and rights					
c.—Surveys and working plans ...					
d.—Plantations					
e.—Protection from fire					
f.—Other works					
IX.—Miscellaneous—					
a.—Refunds					
b.—Law charges					
c.—Other charges					
TOTAL, A—CONSERVANCY AND WORKS ...					
B.—Establishments—					
I.—Salaries—					
a.—Conservators					
b.—Superior officers					
c.—Subordinate forest and dept. establishments					
d.—Office establishments					
e.—Deputation and special allowances					
II.—Travelling allowances—					
a.—Conservators					
b.—Superior officers					
c.—Subordinate forest and dept. establishments					
d.—Office establishments					
III.—Contingencies—					
a.—Stationery					
b.—Carriage of tents and records ...					
c.—Pay of Police guards					
d.—Sundries					
e.—Official postage					
TOTAL, B—ESTABLISHMENTS ...					
GRAND TOTAL OF EXPENDITURE ...					

FORM No. 2.

Sample of Estimate and proposals for a Plantation of 6,020 Acres at—

Area in Acres.	Species of tree to be grown	Nature of Work.	Days.	Cost of Material and Labor.	Bona fide Cost of Cultivation.			Budget Estimate Heads.	Remarks.
					Favorable Soil.	Unfavorable Soil.	Very Unfavorable Soil.		
		Survey of the Area and dividing it into Blocks.		Rs.	Rs.	Rs.	Rs.		
		One Surveyor at Rs. 100 per mensem	90	300	.....	.....	.....	A. VIII. *c.*	
		Eight Khalassies at Rs. 6 per mensem	720	144	.....	.....	.....	,,	
		Demarcation.							
		60 Boundary Pillars at Rs. 4 each	.....	240	.....	.....	.....	A. VIII. *a.*	
		320 Compartment Pillars at 8 As. each (pottery) ...	.....	160	.....	.....	.....	,,	
		Buildings.							
		A Forest House as per estimate, D.P.W., submitted.	.....	4,000	.....	.....	.....	A. VII. *b.*	Includes out-houses and a well.
		4 Sub-Overseers' Houses as per do. do. ...	.....	800	.....	.....	.....	,,	
		16 Watchers' Huts as per do. do. ...	.....	800	.....	.....	.....	,,	
		4 Coolies' do. as per do. do. ...	.....	400	.....	.....	.....	,,	The coolies come mostly from other districts.
		Nurseries.							
20	*Dalbergia Sissoo*, and *Morus alba.*	20 Kutcha wells at Rs. 50 each	.....	.....	.....		.....	A. VIII. *d.*	The soil contains a large proportion of sand, the wells have to be protected by well bands.
		10 Maunds of seed at Rupee 1 per maund	.....	.....	10	.....	.....	,,	
		Preparation of soil 10 Acres at Rs. 70 per Acre ...	.....	.....	700	.....	.....	,,	
		Do. do. 10 Acres at Rs. 100 do. ...	.....	.....	.....	1,000	.....	,,	
		Sowing of 20 Acres of Nursery at 500 square feet per day at 2 As.	1,720	.....	215	.....	.....	,,	
		Watering of 20 Acres for eight months at Rs. 20 per well per month	.....	.....	3,200	.....	.....	,,	
		Weeding Nurseries at Rs. 10 per Acre	.....	.....	200	.....	.....	,,	
		Plantation.							
3,000	Ditto. ...	Transplanting 18-month plants over 3,000 Acres at 6 feet apart = 3,630,000; 3,630,000 holes 1 foot by 1 foot	40,333	.....	5,042	.....	.....	,,	Coolies 90 holes at 2 Annas.
		Digging out 3,630,000 plants	36,300	.....	2,269	.....	.....	,,	,, 100 plants at 1 Anna.
		Transport of do. do.	36,300	.....	2,269	.....	.....	,,	,, ,, ,, at 1 ,,
		Planting of do. do.	72,600	.....	4,539	.....	.....	,,	,, 50 ,, at 1 ,,

Sample of Estimate and proposals for a Plantation of 6,020 Acres at—(Continued).

Area in Acres.	Species of tree to be grown.	Nature of Work.	Days.	Cost of Material and Labor.	Bona fide cost of Cultivation. Favorable Soil.	Unfavorable Soil.	Very Unfavorable Soil.	Budget Estimate Heads.	Remark
		Plantation (2).							
0,00	*Dalbergia Sissoo* and *Morus alba*.	1,210,000 holes, 1 foot by 1 foot	16,000	.....	.....	.....	2,000	A. VIII. *d*.	
		Digging out 1,210,000 plants	16,000	.....	.....	2,000	.....	,,	
		Transport ,, ,, ...	12,700	.....	756	.....	.....	,,	
		Planting ,, ,, ...	24,200	.....	1,512	.....	.....	,,	
		Plantation (3).							
1,000	*Dalbergia Sissoo* and *Tamarix*.	Water-courses 1,500,000 cubic feet at Rs. 2 per 1,000	.....	3,000	.....	.....	.....	A. VII. *c*	
		1 masonry sluice-gate, as per estimate D. P.	.....	.....	.....	.....	.....		
		4 small sluices	.....	.....	.....	.....	.....		
		3,360,000 running feet water-course, 1 foot by 1 foot, at Rs. 2 per 1,000	.....	.....	.....	.....	.....	A. VIII. *d*.	
		Preparing ridges 3,361,000 running feet at 800 feet per day	5,450	.....	681	.....	.....	,,	
		250 maunds seed at Rupee 1 per maund	.....	.....	250	.....	.....	,,	
		Sowing 2,360,000 running feet	2,725	.....	340	.....	.....	,,	
		Transplanting with a peg 200,000 of *Sissoo*	1,600	.....	200	.....	.....	,,	
		Preparing 200,000 *Frash* cuttings	320	.....	40	.....	.....	,,	
		Planting ,, ,, ,, ...	500	.....	62	.....	.....	,,	
		Watering 4,000 acres at Rs. 2 per acre	.....	8,000	.....	.....	.....	,,	
		Plantation (4).							
1,000	*Sissoo* and *Acacia Arabica*.	Ploughing at 5 feet apart at Rs. 2 per acre	.....	.....	2,000	.....	.....	,,	
		500 maunds of seed at Rupee 1 per maund	.....	.....	500	.....	.....	,,	
		Sowing and covering at 8 Annas per acre	.....	.....	500	.....	.....	,,	
		Repairs.							
		For repairs of the whole area, 15 per cent. of cost on actual cultivation	.....	.....	4,650	.....	.....	,,	
		Roads and Fire lines.							
		Roads 60 miles at Rs. 100 per mile	.....	6,000	.....	.....	.....	A. VII. *a*.	
		Supervision.	Rs.						
		Supervision during cultivation to extend over eight years, half charges for executive officer, at Rs. 250 per mensem	12,000	.....	.....	.....	.....	B.I. *b*.	
		2 Foresters at Rs. 25 each per mensem	4,800	.....	.....	.....	.....	B.I. *c*.	
		8 Forest guards at Rs. 5 each per mensem	3,840	.....	.....	.....	.....	B.I. *c*.	
		Travelling allowance	6,000	.....	.....	.....	.....	B.II. *b*.	
		Maintenance and Improvement.							
		Clearing of jungle and grass, 5,000 acres, at Rs. 2 per acre	.....	10,000	.....	.....	.....	A.VIII. *d*.	
		Thinning 10,000 acres at Rupee 1 per acre	.....	10,000	.....	.....	.....	,,	
		Watering 4,000 acres at Rs. 2 per acre	.....	8,000	.....	.....	.....	,,	
		Clearing of water-courses	.....	2,000	.....	.....	.....	,,	
		Clearing of roads	.....	2,000	.....	.....	.....	A.VII. *a*.	
		Tools and repairs of ditto.							
		Hoes, &c., &c., in detail	.....	1,000	.....	.....	.....	A.VI. *c*.	
		Total...	86,640	67,964	29,965	4,000	2,000	Total ...	Rs. 1,30,569.

Abstract.

	Rs.
A. VI. *c*	1,000
A. VII. *a*	8,000
A. VII. *b*	6,000
A. VII. *c*	5,400
A. VIII. *a*	400
A. VIII. *c*	444
A. VIII. *d*	32,685
B. I.	20,640
B. II.	6,000
Total ...	1,30,569

EXPLANATIO[N] ACCOMPANY PROPOSALS.

Proposals f[or] [plan]tation of 6,000 Acres at—

I.—Explain the necessity of a plantation nea[r] ———.

II.—Show why the a[rea] ——— [an]o other place was selected for a plantation.

[This paragraph o[ught] to contain a full desc[ription] of the property, its boundaries and the rights on it (if any), elevation, soil, sub-soil [fa]cility of watering, ex[tent] roads and markets; state also what is the existing growth or vegetation on the land. If possible, give the aver[age] fall from the nearest station; also the annual mean temperature; ditto of the three coldest months, Novemb[er] January; describe the prevailing winds; give also any particulars of what labor is available].

III.—Map and plan for [the] division into block[s] compartments; also net work of roads.

IV.—Plan of cultivation.

[This ought to state, *e.g.*, Block I and II, cont[aining] compartments 1 to 40 = 4,000 acres, form the highest part of the land; the water lies 18 feet below the surfa[ce] and it is proposed to cultivate by transplants (18-month old plants raised by means of well irrigation on nurse[ry] *Dalbergia Sissoo* and *Morus alba*.

Compartments 41 to 50 of the same descripti[on] [are] protected by an irrigation channel carrying sufficient water for the irrigation of 1,000 acres.

The levels have been tested by Mr. ——— [in] and we are able to flood the whole area.

1,000 acres to be cultivated in[to] *Sissoo* sow[ing] planting of young *Sissoo* seedlings, 9 to 10 months old, and *Tamarix* cuttings.

The rest of the land, the 'Sailaba' part of [the] plantation, to be cultivated by rain sowings of *Dalbergia Sissoo* and *Acacia Arabica*.

V.—Order in which the work will be carried [on] year by year, stating yearly area and number of compartments taken in hand.

VI.—Supervision and official buildings.

VII.—Maintenance of plant and tools.

VIII.—Probable financial result.

No. 443 ORDER THEREON, 15th February 1877, No. 670.

Forest, No. 19.

COMMUNICATED to the Board of Revenue, the Conservator of Forests, and the Accountant-General.

(True Extract.)

(Signed) D. F. CARMICHAEL,
Secretary to Government.

To the Board of Revenue.
,, the Conservator of Forests.
,, the Accountant-General.

Exd. L. F. Zephir.

17-2-05.
22-11-06
13-7-08

Govt. of [1877] Forests.

REVENUE.

P.

THE BOARD OF REVENUE, &c., &c., &c.

Dated February 15th.

Read.

G.O. 15th February No. 670

Nos. 5 / 152—166.

Extract from the Proceedings of the Government of India in the Department of Revenue, Agriculture and Commerce,—dated Calcutta, the 3rd February 1877.

[FORESTS.]

READ—

Circular Resolution No. 1/89-99, dated the 15th January 1874, on the preparation of the budget estimates of the Forest Department.

Circular No. 34/1174-1186, dated the 2nd November 1874, directing the omission of "Office rent" from head B, II. 2.

Circular No. 6/325-336, dated the 18th March 1875, relative to an alteration in the budget heads to include receipts and charges on account of bamboos.

Circular No. 2/109-111, dated the 5th February 1876, asking for opinions on a proposal to revise the budget classification.

The replies of Local Governments and Administrations to the above Circular.

RESOLUTION.

IN the Resolution No. 2331 of the Government of India in the Financial Department, dated the 15th September 1864, the first instructions for the preparation of budget estimates were issued. These instructions were re-published in 1867 as Forest Standing Order No. 5. In Resolution No. 1/89-99 of the Department of Revenue, Agriculture and Commerce, dated the 15th of January 1874, a new set of instructions was issued, in supersession of the rules of 1864, prescribing revised budget heads and rules for the preparation of budget estimates.

2. The orders then issued came into force on the 1st April 1874, and by the 1st April 1877 the accounts and estimates of three years will have been submitted according to these regulations. The experience of these three years has shown that the division into sub-heads and sections has proved inconvenient, and has caused some difficulty in the correct classification of items of account.

3. At the Forest Conference held at Simla in October 1875 a Committee was formed, under the Presidency of Dr. W. Schlich, Conservator of Forests in Bengal, to consider the question of re-arranging the budget heads. That Committee recommended the adoption of a revised classification, in which the budget heads of 1874 were modified so as to reduce the number of sub-heads. In November 1875 a memorandum on the subject was drawn up by Mr. Brandis, Inspector General of Forests, in which a different classification was proposed, and this memorandum was circulated for the opinion of Local Governments. The majority of the replies received was favorable to the change proposed by the Inspector General of Forests, but the reports received contained several important suggestions for improvement.

4. The classification now sanctioned has been constructed with a view to simplifying the preparation of budget estimates and the allotment of items of revenue and expenditure to their proper budget heads, while at the same time the main heads of the classification of 1874 are kept sufficiently distinct to allow of the statements of revenue and expenditure, as well as the estimates prepared under the rules of 1874, being entered without difficulty under the heads of the present sanctioned classification.

I.—Of the form of estimate sheet and the date of its submission.

5. The annual budget estimate will be prepared, under the several heads to be hereafter described, in the Form No. 1 annexed. It will be submitted to the Government of India in the Department of Revenue, Agriculture and Commerce not later than the 1st November in each year. From the Provinces to which the system of audit and control of Forest accounts prescribed in the

Resolution No. 635 of the Government of India in the Financial Department dated the 31st May 1876, will apply, the estimate will be submitted through the Comptroller General of Accounts, and from the other Provinces it will be submitted through the local Accountants General. In all cases it will be accompanied by the remarks and orders of the Local Government, and will exhibit (in column V) such modifications as those orders may render necessary.

6. The form contains five columns showing—

I.—The actuals of the past year.

II.—The original estimate of the current year as sanctioned by the Government of India.

III.—The regular estimate of the current year.

IV.—The estimate of the ensuing year.

V.—A column is left blank for the insertion of such modifications (if any) of the figures in column IV as may be recommended by the Local Government.

7. The figures in column I (actuals) must have been verified, as regards totals of receipts and expenditure under A—Conservancy and Works and B—Establishments, by the Comptroller General or the local Accountant General.

The figures in column II will be the figures of the budget estimate for the current year as sanctioned by the Government of India. Should that sanction deal with the figures by totals only the distribution of such total amounts under heads and sub-heads as approved by the Local Government will be entered. Any grants to which additions have been subsequently sanctioned will be shown in red ink, and an explanatory foot-note will be added showing the original sum and the additions, with the authority therefor.

The figures in column III will be based on the actuals of as many months of the current year as may be available, added to an estimate, as exact as possible, of the requirements of the remaining months. As a rule, the actuals of five months (April to August) will be available when the budget is prepared.

The figures in column IV represent the expected revenue and the proposed expenditure of the ensuing financial year, and they will be prepared according to instructions given in the sequel.

8. The estimate will be prepared by the Conservator or other Chief Forest Officer of the Province. He will be careful to enter in column I the figures previously verified by the Civil Account Officers, and he will submit the estimate to the Local Government, who will transmit it, with the needful orders and modifications in column V, as the case may be, to the Comptroller General or to the local Accountant General, who will, after making such abstracts as may be required for the Civil estimates, forward it to the Government of India in the Department of Revenue, Agriculture and Commerce.

9. The estimate will be prepared so as to show the figures of each column separately for each forest division. When necessary, the apportionment of the figures between sub-divisions of one division may be shown in the explanatory note, but not in the estimate sheet itself.

10. The figures must be shown separately against each head and sub-head of the prescribed form. It is prohibited to give only the totals of several sub-heads clubbed together, as also to introduce new sub-heads without the authority of the Government of India.

11. It is an object of importance to secure uniformity in all estimates, so as to facilitate their combination into one general form by the Government of India.

12. The estimates will be accompanied by—

I.—A copy of the last sanctioned scale of establishment.

II.—An explanatory note justifying the figures of the estimate, and detailing the nature and cost of the different operations on which expenditure is proposed in the year for which the Budget Estimate provides (*vide* Section III).

It is understood that before the estimates are sent in, the statement of actuals, with explanation of important deviations from the estimates, and the annual progress report for the year for which the actuals are given, will have been submitted.

13. The sanction of the Government of India will generally be accorded to the totals of the main heads of the estimate as follows—

Receipts.
Charges { A—Conservancy and Works
B—Establishments.

but in special cases, where it may seem necessary, the sanction will be in detail.

14. Except in such special cases, it rests with Local Governments to order the distribution of the total allotted under one of the two main heads A—Conservancy and Works and B—Establishments among heads and sub-heads, as the requirements of the service may demand. On receipt of the estimate figures sanctioned by the Government of India, Conservators will prepare and submit to Local Governments an appropriation statement, which, after sanction, will be transmitted to the Auditing Officer, *viz.*, the Comptroller General or the local Accountant General, as the case may be.

The Local Governments will authorise subsequent transfers between heads and sub-heads, provided the amount sanctioned under either of the main heads is not exceeded. Such transfers will be proposed by Conservators, and intimation of their sanction will be sent to the Auditing Officer by the Local Government. Transfers from one main head to another cannot be made without the sanction, in each case, of the Government of India.

15. Applications for additional budget grants will not be complied with, except under special circumstances, which must be fully explained. Whenever it is possible, urgent wants should be met by reappropriation from other heads, the amount being taken from provision made for works which may be deferred without injury to the public service.

II.—Of the different heads and sub-heads of the Budget.

16. As in the orders of 1874, the object of the present classification is to have the heads of Receipts as far as possible corresponding with the heads of Expenditure under A—Conservancy and Works, so as to facilitate comparison between the different heads of Revenue and Expenditure. Thus, heads of Receipts I to IV correspond with the heads of Expenditure A I to A IV. Heads I, II and III under Receipts and Charges require no explanation.

In most Provinces the outlay incurred on timber and other produce removed from the forests by Government agency forms the main portion of the expenditure, and it is important that the receipts and charges on this account should be prominently exhibited in the financial statements and estimates. The sub-heads are intended to exhibit, as far as such is practicable, the income and expenditure on account of timber, wood, bamboos and other descriptions of forest produce. In Provinces where no sandal-wood is produced this sub-head may be omitted.

It is understood that, as a rule, the charges incurred on account of timber and other produce removed from the forests by consumers or purchasers cannot be shown separately under the different sub-heads, and therefore no attempt has been made to divide A II into sub-heads.

17. Head IV is intended to include the duty levied on foreign timber, which is of considerable importance in Burma, and the share of the revenue from forests which are not managed by Government officers, but in which Government has a share or has certain other rights. The charges incurred on account of these heads should be entered under A IV (*a* and *b*).

18. It should be distinctly understood that heads I and II, under Receipts as well as under Conservancy and Works, are intended to relate to forests managed by Government. Revenue realised or expenditure incurred on account of forests managed by Government, a certain share of the revenue of which is paid to other persons, as is the case in Hazara and Ajmere, will be entered under these heads, and in these cases the amount of such share in the revenue which is paid to shareholders should be debited to A V. To the same

head should also be charged the share of forest revenue paid to Khotes and Rakhwaldars in the Bombay Presidency, who are entitled to a share in the revenue of forests managed by Government.

19. Heads V, VI, VII and VIII, under A—Conservancy and Works, can for obvious reasons have no corresponding heads under Receipts. The items which will be entered under head VIII are entirely chargeable to the formation, maintenance and improvements of the forests, while the amounts of the other heads will, according to circumstances, be chargeable either to the production of revenue or to the formation, maintenance and improvement of the forests.

Head A VI., *Live and dead stock:*

a Purchase of cattle.

b Feed and keep of cattle.

c Plant, tools and instruments.

The sub-head "Hire of cattle" has been omitted, as the expenditure on such account will more appropriately be charged to the head of the work done by the cattle hired.

Head A VII., *Communications and buildings:*

a Roads and bridges.

b Buildings.

c Other works.

The sub-head VII (*a*) will include timber slides and tramways for forest purposes, &c., in case they are of a permanent character. Temporary structures should be charged under timber expenses.

20. Head A VIII., *Demarcation, improvement and extension of forests:*

a Demarcation.

b Compensation for land or rights.

c Surveys and working plans.

d Plantations.

e Protection from fire.

f Other works.

Under sub-head VIII *a* will come all charges connected with the formation and maintenance of boundary lines. It frequently happens that a broad cleared line is maintained, and serves both as a boundary line and as a fire protection line. And so with the internal lines which are made between the various blocks and compartments of a forest: indeed, these latter usually serve a third purpose simultaneously, *viz.*, they act as export and inspection roads. Whether the cost of clearing and maintaining such lines should be charged under VII *a*, VIII *a*, or VIII *e*, must depend upon the circumstances of each case.

Sub-head VIII *b* will include compensation for land taken up for forest purposes, as well as expenditure in the settlement of rights and privileges.

Sub-head VIII *c* will contain all expenditure incurred for the preparation of working plans, as well as for topographical and valuation surveys.

Sub-head VIII *d* refers to plantations made on a large scale, such as railway, fuel and timber plantations. Under this sub-head will also be shown the expenditure on the restoration of large denuded areas, but not the mere filling up of small blanks and glades in the middle of existing natural forests.

Sub-head VIII *e* will show the cost of clearing and maintenance of internal and external fire lines, whether for the protection of natural or artificial forests. Such extra establishment as is sanctioned for this purpose, as well as the cost of suppression and extinction of fires which have broken out, wages of labor, rewards to villagers who have given meritorious aid, and so forth, should here be charged.

Sub-head VIII *f* will include all general forest work, such as fencing and enclosing, cutting creepers and epiphytic ficus and eradicating noxious growth,

thinning, pruning, dibbling in seed to aid natural reproduction, planting up small blanks in the middle of natural forests, and the like.

21. Head A IX., *Miscellaneous:*

a Refunds.

b Law charges.

c Other charges.

Under the sub-head IX *b* come stamps, fees and costs connected with the institution or defence of cases in Court.

The heads of B—Establishments remain unchanged.

III.—of the Budget Explanatory Note.

22. The correct preparation of this Note is of first-rate importance, especially as regards the justification of the figures in the estimate of the ensuing year. The Government of India has frequently experienced considerable difficulty in dealing with the proposed expenditure, owing to the fact that large sums have been entered in the budget column without being sufficiently explained in detail. The facts recorded in the Note must afford all the information needful to enable Government to form a judgment regarding the necessity of the outlay proposed.

23. The "Note" should be divided into three chapters.

Chapter I will deal with the "Actuals." Taking the totals, any comparison that has to be made with figures of former years will be given, and explanations afforded as to increase or decrease, and of exceptional circumstances which caused it. This chapter will generally be short, and in many cases it will suffice to refer to the remarks which accompanied the "Statement of Actuals."

24. Chapter II will give the reason for the figures entered in the "Regular Estimate." It should not proceed by forest divisions, repeating the budget head under each division, but should take each total budget head and speak of the divisional receipts or expenditure which go to make it up. When the regular estimate figures do not exhibit any, or only a trifling, difference from those sanctioned in the budget, no remarks need be entered; but when they differ, full explanation should be given: thus—

Receipts.

I.—Timber or other produce removed from the forests by Government agency:—

a Timber.

"The sanctioned estimate showed Rs. 50,000; the regular estimate shows Rs. 1,20,000. The increase of Rs. 70,000 is caused by the favorable floods which in Divisions B and C caused a large increase in receipts.

"In Division B the estimate is thus accounted for:

"4,000 trees felled in 1876, formed into 4,000 logs, and sold at an average of Rs. 15 = Rs. 60,000. It was expected that only 2,000 logs would be sold, realising Rs. 30,000.

"In Division C the increase of Rs. 40,000 is due to sleepers which have been delivered and paid for within the year contrary to original expectations."

25. And for an example under *Expenditure:*

A-I.—Timber and other produce removed from the forests by Government agency:—

a Timber.

"The sanctioned budget estimate was Rs. 70,000; the regular estimate is Rs. 80,000. There is a decrease in Division C of Rs. 5,000, and an increase in B of Rs. 15,000. The first is caused by a saving in cost of transport of timber, consequent on the use of the timber slide at D now completed. The increase is caused by the launching and transport of the 2,000 additional logs alluded to under Receipts: thus—

	Rs.
"Marking, launching, at Rs. 3 per log	6,000
"Clearing jams, rafting and landing at depôt, at Rs. 4-8 per log	9,000
TOTAL ...	15,000"

It will be easy from these examples to understand how the differences are to be explained under each head throughout.

26. Chapter VII will be the justification in detail of the proposed revenue and expenditure, and will be in the same form, taking up each head of the estimate *seriatim*, and showing first how the sum is distributed under each division; and secondly, the detail of the proposed work under each head, with the estimated cost of each operation, or the items which constitute the revenue. Thus for receipts under head I*a* the number of logs and cubic feet likely to be sold at such and such a rate will be stated; the number of sleepers that will be delivered to such and such a railway, at such and such a price, &c. If the receipts are from *Plantations*, the items will be given, so much from thinnings, from fruits, from sale of crops planted between the lines, &c. If "Miscellaneous," the different sources will be given *seriatim*.

27. It is convenient to maintain the two classes of "Ordinary" and "Capital" charges, though it is not possible in all cases to maintain a sharp distinction between the two classes. This classification of expenditure under "Ordinary" and "Capital" charges will be confined to the Departmental accounts and estimates. "Ordinary" expenditure comprises the cost of all operations which are necessary to produce revenue, or which are concerned with the maintenance and the ordinary operations undertaken annually for the improvement of the forests. Thus the cost of timber operations, keep and feed of cattle, as well as annually recurring charges for forest improvement, protection from fire, &c., are "Ordinary" charges.

28. "Capital" expenditure, on the other hand, represents charges which do not recur annually, or which do not yield an immediate return. Capital charges frequently yield either no return at all for a series of years, or repay themselves only gradually in cash returns or in local benefits of another kind, such as the increase of the water-supply, protection against storms, erosion, landslips and avalanches. Each proposal for such expenditure must be regarded in the nature of capital outlay, and must in the first instance be worked out in full detail, to show that all the measures have been carefully considered beforehand, and that the result is likely to be ultimately profitable to such a degree as to justify the outlay.

29. The following items come under capital expenditure:—

1.—Purchase of cattle, machinery, saw-mills, &c.	A VI
2.—Construction of roads, tramways, bridges, houses, canals, timber slides.	A VII.
3.—Purchase of land for plantations and forest purposes and cash compensation for extinction of forest rights.	A VIII *b*
4.—Plantations, including extensive works of *reboisement* or restoration of denuded areas.	A VIII *d*

30. Each individual work or item of "Capital" expenditure costing Rs. 200 and upwards must be sanctioned on estimate by competent authority before it can be carried out. It will rest with Local Governments and Conservators to extend this practice, and to require sanction on estimates for other items not specified in the preceding paragraph as "Capital" expenditure. The practice in this respect should be adapted to the special requirements of each province. Conservators of Circles have power to sanction such outlay up to Rs. 2,000 for each item, and the powers of Local Governments are as follows:—

Madras	Not exceeding Rs. 50,000 each.
Bombay	
Bengal	Not exceeding Rs. 10,000 each.
North-Western Provinces	
Punjab	
Oudh	Not exceeding Rs. 5,000 each.
Central Provinces	
British Burma	
Mysore and Coorg	
Hyderabad	
Assam	
Ajmere	

b.—Compensation for land and rights.

The reasons for which land is to be taken up, and the orders sanctioning the purchase of rights, must here be given. The budget entry will be such as:—

	Rs.
Plot of land of 25 acres belonging to inhabitants of A village in forest B, sub-division C, to simplify boundaries, @ Rs. 20 per acre ...	500
To be paid to D, of village E, in lieu of rights to graze 40 buffaloes in F forest.	200
Total	700

d.—Plantations.

When the proposal is for a new work, sanction on estimate will have been obtained, and the provisions of the estimate, or in the case of old plantations, the provisions of the working plan, will be strictly followed. In those provinces where sufficient experience in planting has been obtained, and a settled practice has been established, so that the success of every operation can under ordinary circumstances confidently be expected, it will be convenient to prepare the estimates for this work in a form similar to that given as an example in form 2.

e.—Protection from fire.

Under this head the means devised for keeping out fire, the cost of clearances and of temporary watchers, of rewards to villagers for assistance, &c., names of forests to be protected, with area, &c., will be given.

35. A IX.—*Miscellaneous:*—

a.—Refunds.

b.—Law charges.

c.—Other charges.

This will readily be understood as it stands; it will only occasionally be possible to give details under *a.*, neither for *b.*, unless it is known that definite cases are in Court or are likely to be so. Under *c.*, estimates will generally be framed by comparison with the actuals of preceding years.

36. B I.—*Salaries.*

The figures here will be sufficiently explained by the list of sanctioned establishment. Under the authority of the local Government, it is permitted to add a reasonable percentage for probable increases and promotions during the year, but specific proposals for the increase of establishments and promotion to deserving officers are *not* to be made in the estimate note. If it happen that proposals have gone up and are under consideration, a suitable provision may be made, accompanied by a reference to the case.

B II.—*Travelling allowances:*—

The explanation under this head can always be easily given, any increase over allowances of former years must be explained in detail.

B III.—*Contingencies:*—

The estimate under this head requires careful scrutiny, and will not be allowed to exceed what the past year's actuals show without satisfactory reasons for the increase being given.

37. The following orders and circulars having been embodied in or superseded by the above, are cancelled:—

Resolution No. 1—89-99 of the Government of India in the Department of Revenue, Agriculture and Commerce, dated the 15th January 1874.

Circular No. 34—1174-1186, dated the 18th November 1874.

Circular No. 6—325-336, dated the 18th March 1875.

Projects for works exceeding these sums require the sanction of the Government of India. Whenever the outlay on any one work or item within the year is expected to exceed Rs. 5,000, all needful particulars regarding such work or item must be entered separately in the explanatory note, and such provision will in every case be sanctioned specifically by the Government of India.

31. Some remarks may now be made regarding the detail that ought to be given in the note in justification of the proposed expenditure. But before entering on these, it is necessary to remark that some heads ought to bear a close relation to the actuals of former years, such as AII and AV; while others, as AI, AVII and AVIII, are not dependent on former actuals, but on the necessities of the case and the merits of the proposals by themselves.

32. AI.—*Timber and other produce removed by Government agency*:—

a.—Timber.

Here the number of trees to be felled according to the working plans of the forests in each division has to be entered, and when there is no working plan, the grounds for proposing fellings to the extent estimated must be stated. The rate and cost of each operation, such as felling, logging, carting, floating, bringing into depôt, &c., &c., in cubic feet, or per log, or otherwise, must be given specifically. If it is proposed to cut up timber into planks or scantling, the estimated rates and cost must be specified.

Officers in charge of public works should be communicated with, and asked to state their probable requirements; it will be only in rare cases that extensive indents cannot be foreseen; but large margins in the provisions left by mere guess-work are inadmissible.

If definite information about the requirements of railway or other public works cannot be obtained in time, the estimate, both on the receipt and expenditure sides, should not take account of such work at all; but the Government of India will, if need be, sanction an additional grant on the necessary explanation being submitted.

33. A VII.—*Communications and buildings*:—

a.—Roads and bridges.

b.—Buildings.

c.—Other works.

In these cases, an estimate in the Public Works form will have been submitted and sanction obtained. If this has not been done, the fact will be stated in the note, and a general estimate will be submitted, a detailed estimate as prescribed being sent for sanction at once.

34. A VIII.—*Demarcation, improvement and extension of forests*:—

a. Demarcation.

It will be easy to explain what work in demarcation has been proposed, but it must be distinctly entered for each division, thus:—

DIVISION A.

"Demarcation by a trench and the masonry boundary pillars at 2,000 feet and intermediate pillars at 200 feet apart, of forest B and forest C, being an estimated length of 19 miles trenching as follows:—

	Rs.
Clearing jungle at Rs. 3 per mile	57
Trenching at Rs. 2 per 1,000 cubic feet	1,800
50 masonry pillars at Rs. 12 each	600
500 intermediate pillars of piles of stone with a stout post bearing serial numbers in the centre at Rs. 2 each	1,000
Total ...	3,457

It is not sufficient to say "so many miles of demarcation work are expected to be done during the year."

38. The classification laid down in this Resolution will take effect from the 1st April 1877.

ORDER.—Ordered that a copy of this Resolution be forwarded to the Governments and Administrations noted in the margin, and to the Superintendent of Forest Surveys for information and guidance.

Government of Madras.	Chief Commissioner of the Central Provinces
„ of Bombay.	„ „ of British Burma.
„ of Bengal.	„ „ of Mysore and Coorg.
„ of the N.-W. Provinces.	„ „ of Assam.
„ of the Punjab.	„ „ of Ajmere.
Chief Commissioner of Oudh.	Resident at Hyderabad.

Ordered also that a copy be communicated to the Financial Department and to the Comptroller General, for information.

(True Extract).

Offg. Secretary to the Government of India.

No 5/152

To

The Secretary to the Govt of Madras

FORM No. 1.

Form of Estimate.

Budget Heads.	Actuals. 187 -7 .	Sanctioned Estimate. 187 -7 .	Regular Estimate. 187 -7 .	Budget Estimate 187 -7 .	Amendments by Local Government.
RECEIPTS.					
I.—Timber and other produce removed from the forests by Government agency—					
a. Timber					
b. Firewood and charcoal ...					
c. Bamboos					
d. Sandalwood					
e. Grass and other minor produce...					
II.—Timber and other produce removed from the forests by consumers or purchasers—					
a. Timber					
b. Firewood and charcoal					
c. Bamboos					
d. Grazing and fodder grass					
e. Other minor produce ...					
III.—Confiscated, drift and waif wood—					
IV.—Revenue from forests not managed by Government—					
a. Duty on foreign timber and other forest produce					
b. Revenue from shared and private forests					
V.—Miscellaneous—					
a. Fines and forfeitures ...					
b. Refunds					
c. Other sources					
TOTAL RECEIPTS					

Budget Heads.	Actuals. 187 -7 .	Sanctioned Estimate. 187 -7 .	Regular Estimate. 187 -7 .	Budget Estimate. 187 -7 .	Amendments by Local Government.
EXPENDITURE.					
A.—Conservancy and Works—					
I.—Timber and other produce removed from the forests by Government agency—					
a. Timber...					
b. Firewood and charcoal ...					
c. Bamboos					
d. Sandalwood					
e. Grass and other minor produce...					
II.—Timber and other produce removed from the forests by consumers or purchasers.					
III.—Confiscated drift and waif wood—					
IV.—Revenue from forests not managed by Government—					
a. Duty on foreign timber and other forest produce					
b. Revenue from shared and private forests					
V.—Rent of leased forests and payments to shareholders in forests managed by Government—					
VI.—Live and dead stock—					
a. Purchase of cattle					
b. Feed and keep of cattle ...					
c. Plant, tools and instruments ...					
VII—Communications and buildings—					
a. Roads and bridges ...					
b. Buildings					
c. Other works					
VIII.—Demarcation, improvement and extension of forests—					
a. Demarcation					
b. Compensation for land and rights ...					
c. Surveys and working plans ...					
d. Plantations					
e. Protection from fire ...					
f. Other works ...					
IX.—Miscellaneous—					
a. Refunds					
b. Law charges					
c. Other charges					
TOTAL A CONSERVANCY AND WORKS ...					
B.—Establishments—					
I.—Salaries—					
a. Conservators					
b. Superior officers					
c. Subordinate forest and depôt establishments					
d. Office establishments ...					
e. Deputation and special allowances...					
II.—Travelling allowances—					
a. Conservators					
b. Superior officers					
c. Subordinate forest and depôt establishments					
d. Office establishments ...					
III.—Contingencies—					
a. Stationery					
b. Carriage of tents and records ...					
c. Pay of police guards ...					
d. Sundries					
e. Official postage					
TOTAL B ESTABLISHMENTS ...					
GRAND TOTAL OF EXPENDITURE ...					

FORM No. 2.

Sample of estimate and proposals for a plantation of 6,020 acres at—

Area in acres.	Species of tree to be grown.	Nature of work.	Days.	Cost of material and labour.	Bona fide cost of cultivation.			Budget estimate heads.	Remarks.
					Favourable soil.	Unfavourable soil.	Very unfavourable soil.		
		Survey of the area and dividing it into blocks.		Rs.	Rs.	Rs.	Rs.		
		One Surveyor at Rs. 100 per mensem	90	300	.....	.....	.....	A. VIII. *c.*	
		Eight Khalassies at Rs. 6 per mensem	720	144	.....	.....	.....	,,	
		Demarcation.							
		60 Boundary pillars at Rs. 4 each	.....	240	.....	.....	.....	A. VIII. *a.*	
		320 Compartment pillars at 8 as. each (pottery)	.....	160	.....	.....	.....	,,	
		Buildings.							
		A Forest house as per estimate, D. P. W., submitted... ...	.....	4,000	.....	.....	.....	A. VII. *b.*	Includes out-houses and a well.
		4 Sub-Overseers' houses as per do. do.	.....	800	.....	.....	.....	,,	
		16 Watcher's huts as per do. do.	.....	800	.....	.....	.....	,,	
		4 Coolies' do. as per do. do.	.....	400	.....	.....	.....	,,	The coolies come mostly from other districts.
		Nurseries.							
20	*Dalbergia Sissoo*, and *Morus alba*	20 Kutcha wells at Rs. 50 each	.....	.....	.....	1,000	.....	A. VIII. *d.*	The soil containing a large proportion of sand, the wells have to be protected by well bands.
		10 maunds of seed at Re. 1 per maund	.....	.....	10	.....	.....	,,	
		Preparation of soil 10 acres at Rs. 70 per acre	.....	.....	700	.....	.....	,,	
		Do. do. 10 acres at Rs. 100 do.	.....	.....	.....	1,000	.....	,,	
		Sowing of 20 acres of nursery at 500 square feet per day at 2 as.	1,720	.....	215	.....	.....	,,	
		Watering of 20 acres for eight months at Rs. 20 per well per month	.....	.....	3,200	.....	.....	,,	
		Weeding nurseries at Rs. 10 per acre	.....	.....	200	.....	.....	,,	
		Plantation.							
3,000	Ditto ...	Transplanting 18-month plants over 3,000 acres at 6 feet apart = 3,630,000; 3,630,000 holes 1 foot by 1 foot ...	40,333	.....	5,042	.....	.....	,,	Coolies 90 holes at 2 annas.
		Digging out 3,630,000 plants	36,300	.....	2,269	.....	.....	,,	,, 100 plants at 1 anna.
		Transport of do. do.	36,300	.....	2,269	.....	.....	,,	,, ,, ,, 1 ,,
		Planting of do. do.	72,600	.....	4,539	.....	.....	,,	,, 50 ,, 1 ,,
		Plantation (2).							
1,000	*Dalbergia Sissoo* and *Morus alba.*	1,210,000 holes, 1 foot by 1 foot	16,000	.....	.....	.....	2,000	A.VIII.*d.*	
		Digging out 1,210,000 plants	16,000	.....	.....	2,000	.....	,,	
		Transport ,, ,, ...	12,100	.....	756	.....	.....	,,	
		Planting ,, ,, ...	24,200	.....	1,512	.....	.....	,,	
		Plantation (3).							
1,000	*Dalbergia Sissoo* and *Tamarix.*	Water-courses 1,500,000 cubic feet at Rs. 2 per 1,000 ...	.....	3,000	.....	.....	.....	A.VII.*c.*	
		1 masonry sluice-gate, as per estimate D. P. W.	.....	2,000	.....	.....	.....	,,	
		4 small sluices	.....	400	.....	.....	.....	,,	
		4,360,000 running feet water-course, 1 foot by 1 foot, at Rs. 2 per 1,000	.....	8,720	.....	.....	.....	A.VIII.*d.*	
		Preparing ridges 4,361,000 running feet at 800 feet per day	5,450	.....	681	.....	.....	,,	
		250 maunds seed at Re. 1 per maund	.....	.....	250	.....	.....	,,	
		Sowing 2,360,000 running feet	2,725	.....	340	.....	.....	,,	
		Transplanting with a peg 200,000 of *Sissoo*	1,600	.....	200	.....	.....	,,	
		Preparing 200,000 *Frash* cuttings	320	.....	40	.....	.....	,,	
		Planting ,, ,, ,, ...	500	.....	62	.....	.....	,,	
		Watering 4,000 acres at Rs. 2 per acre	.....	8,000	.....	.....	.....	,,	
		Plantation (4).							
1,000	*Sissoo* and *Acacia arabica.*	Ploughing at 5 feet apart at Rs. 2 per acre	.....	.....	2,000	.....	.....	,,	
		500 maunds of seed at Re. 1 per maund	.....	.....	500	.....	.....	,,	
		Sowing and covering at 8 annas per acre	.....	.....	500	.....	.....	,,	
		Repairs.							
		For repairs of the whole area, 15 per cent. of cost on actual cultivation	.....	.....	4,680	.....	.....	,,	
		Roads and fire lines.							
		Roads 60 miles at Rs. 100 per mile	.....	6,000	.....	.....	.....	A.VII.*a.*	
		Supervision.							
		Supervision during cultivation to extend over eight years, half charges for executive officer, at Rs. 250 per mensem ...	Rs. 12,000	.....	.....	.....	.....	B.I.*b.*	
		2 Foresters at Rs. 25 each per mensem	4,800	.....	.....	.....	.....	B.I.*c.*	
		8 Forest guards at Rs. 5 each per mensem	3,840	.....	.....	.....	.....	B.I.*c.*	
		Travelling allowance	6,000	.....	.....	.....	.....	B.II.*b.c.*	
		Maintenance and Improvement.							
		Clearing of jungle and grass, 5,000 acres, at Rs. 2 per acre...	.....	10,000	.....	.....	.....	A.VIII.*d.*	
		Thinning 10,000 acres at Re. 1 per acre	.....	10,000	.....	.....	.....	,,	
		Watering 4,000 acres at Rs. 2 per acre	.....	8,000	.....	.....	.....	,,	
		Clearing of water-courses	.....	2,000	.....	.....	.....	,,	
		Clearing of roads	.....	2,000	.....	.....	.....	A.VII.*a.*	
		Tools and repairs of ditto.							
		Hoes, &c., &c., in detail	.....	1,000	.....	.....	.....	A.VI.*c.*	
		TOTAL	26,640	67,964	29,965	4,000	2,000	Total ...	Rs. 1,30,569.

Abstract.

		Rs.
A.VI.*c*	...	1,000
A.VII.*a*	...	8,000
A.VII.*b*	...	6,000
A.VII.*c*	...	5,400
A. VIII. *a*	...	400
A.VIII.*c*	...	444
A.VIII.*d*	...	82,685
BI.	...	20,640
BII.	...	6,000
TOTAL	...	1,30,569

EXPLANATION TO ACCOMPANY PROPOSALS.

Proposals for a plantation of 6,020 *acres at*—

I.—Explain the necessity of a plantation near———.

II.—Shew why the area ——————— and no other place was selected for a plantation.

[This paragraph ought to contain a full description of the property, its boundaries and the rights on it (if any), elevation, soil, sub-soil, facility of watering, export roads and markets; state also what is the existing growth or vegetation on the land. If possible, give the average rainfall from the nearest station; also the annual mean temperature; ditto of the three coldest months, November to January; describe the prevailing winds; give also any particulars of what labour is available.]

III.—Map and plan for the division into blocks and compartments; also net work of roads.

IV.—Plan of cultivation.

[This ought to state, *e. g.*, Block I and II, containing compartments 1 to 40 = 4,000 acres, form the highest part of the land; the water lies 18 feet below the surface, &c., and it is proposed to cultivate by transplants (18-month old plants raised by means of well irrigation on nurseries) of *Dalbergia Sissoo* and *Morus alba*.

Compartments 41 to 50 of the same description are intersected by an irrigation channel carrying sufficient water for the irrigation of 1,000 acres.

The levels have been tested by Mr.———————, and we are able to flood the whole area.

1,000 acres to be cultivated into *Sissoo* sowings, planting of young *Sissoo* seedlings, 9 to 10 months old, and *Tamarix* cuttings.

The rest of the land, the 'Sailaba' part of the plantation, to be cultivated by rain sowings of *Dalbergia Sissoo* and *Acacia arabica*.

V.—Order in which the work will be carried out year by year, stating yearly area and number of compartments taken in hand.

VI.—Supervision and official buildings.

VII.—Maintenance of plant and tools.

VIII.—Probable financial result.

Rev 1877. Dept

GOVERNMENT OF INDIA.

DEPARTMENT OF REVENUE, AGRICULTURE, AND COMMERCE.

FORESTS.

No 1231.

RESOLUTION.

To

Nos. 5 / 152—166.

Dated Calcutta, the 3rd February 1877.

Read

Rev

Ga

SUBJECT.

REVISION of the classification of sub-heads of the Forest budget estimates, and instructions for the preparation of the budget estimates of the Forest Department.

No 670 T/15 dated 15th February 1877.

Government Central Press.—No. 519 R., A., & C.—3-2-77.—400.

Communicated to the Bd of Rev. — the Govt of Forests — & to Inspr General &c

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No 442

Nos