



**GOVERNMENT OF KERALA**

No.78827/Spl.C2/2010/GAD.

General Administration  
(Special C) Department,  
Thiruvananthapuram.

Dated: 14<sup>th</sup> December, 2010.

**CIRCULAR**

Sub:- Application for Leave Travel Concession, Earned Leave and allied matters - submission through proper channel - Instructions - Issued.

Instances have come to the notice of the Government that IFS Officers working in other Departments/Public Sector Undertakings are not submitting the application for Leave Travel Concession, Earned Leave and allied matters through the Principal Chief Conservator of Forests. Such applications require recommendation/remarks of the Principal Chief Conservator of Forests who is the Head of Forest Force. Hence all the IFS Officers including IFS Officers working on deputation/Ex-cadre posts outside the Department are directed to route all such applications to Government through the Principal Chief Conservator of Forests.

Dr. P. Prabakaran,

Chief Secretary to Government.

To

The Principal Chief Conservator of Forests  
(He is requested to bring the contents of this Circular to all IFS Officers of the State Cadre).

The General Administration (SC) Department.

The Forest & Wildlife Department, Thiruvananthapuram.

Copy to: The Principal Secretary to Chief Minister.

The Private Secretary to Chief Minister.

The Private Secretary to Minister (Forest & Wildlife Department.)

The PA to Principal Secretary (Forest & Housing)

SF/OC

Forwarded/ By Order

SECTION OFFICER