

**P.K.KESAVAN  
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KERALA**



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Sub:- IFS-Streamlining and Toning up administration – reg.  
Ref:-

All matters related to the IFS administration is handled by the office of Head of Forest Force. This includes seeking permission for outside Kerala tour of all IFS officers. Such an arrangement is necessary for the administration of the IFS cadre and also for making alternate charge arrangements. But it has come to the notice that many IFS officers are not routing such matters through proper channel. Hence in order to streamline and tone up administration, all IFS Officers are required to put up the matter related to IFS administration including seeking permission for tours outside Kerala, through Head of Forest Force.

**Head of Forest Force, Kerala**

To

All IFS Officers for information & necessary action

Copy to: The APCCF (FMIS) for uploading the Circular on official Web site of the Department.