

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1908.

Enclosures

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G.O., No. 231, 25th March 1908.

Lawrence Asylum, Ootacamund.

Recording the report of the Committee of the — on the remarks of the Auditor in his report on the audit of the Asylum accounts for 1906-1907.

2

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

G.O., No. 572, Educational, dated 2nd September 1907.

II

Letter—from Rev. Canon J. W. FOLEY, Acting Principal and Secretary, Ootacamund Lawrence Asylum.
To—the Director of Public Instruction.
Dated—the Nilgiris, 7th January 1908.
No.—2810.

I have the honour to request that you will be so good as to submit this letter on G.O., No. 572, dated 2nd September 1907, on the report of the Auditor on the audit of the Asylum accounts for 1906-1907 for the favourable consideration of Government.

2. The Committee at its meeting on the 18th October last had before them the order quoted above and resolved that the audit report should be referred to a Sub-Committee for consideration and report.

3. This report was laid before the Committee at its monthly meeting on the 23rd December 1907, when the following resolutions were passed :—

“The Sub-Committee’s report is accepted with the following remarks :—

“Paragraph 8 (b) and (c).—The Committee considers that the sums need not be refunded.

“Paragraph 10.—To lie over pending further inquiry.

“Paragraph 15.—The Committee considers that no recoveries are necessary.”

4. The report of the Sub-Committee is attached.

ENCLOSURE.

Report of the Sub-Committee appointed under resolution of the Committee of Management of the Lawrence Asylum, No. 7, dated 18th October 1907, on the report of the Auditor referred to in G.O., No. 572, Educational, dated 2nd September 1907.

Paragraph 8 of the report.—(a) A barber is engaged, as required to cut the hair of the little girls or to shave the heads of those attacked with skin disease. The total charge for the past year under this head was Rs. 21-13-0 and that for the current year up to the 30th September was Rs. 10. To engage a barber by the month would be a much more expensive arrangement than that at present existing. If Government desire, the number of children cropped or whose heads have been shaved and the rate per head will be worked out at the end of the year and shown in the accounts, but the Sub-Committee does not see the object of doing this.

(b) The Sub-Committee considers that the payment referred to should not have been made, as the clerk, being a whole-time man, should have performed the work without extra remuneration.

(c) The Sub-Committee recommends that recovery should be made from whosoever is responsible. It regards the excuse that the receipt must have been mislaid as an insufficient one.

2. Paragraph 10 of the report.—The arrangement referred to is one which has existed for the last six years and it was arrived at after careful consideration. The Sub-Committee, although admitting that it is at variance with the spirit of the Civil Service Regulations, is unable to suggest anything more economical or satisfactory. It would point out that the statement made by the Auditor, that four of the tailors employed under Mrs. Perkins are paid from Asylum Funds, is inaccurate. The correct number is three and these are engaged on mending work only.

The Sub-Committee has recently obtained from a respectable native tailor the prices which he would charge for making up the articles now made up on contract by Mrs. Perkins and is of opinion that, for more reasons than one, a change in existing arrangements is undesirable.

3. Paragraph 11 of the report.—The irregularity with reference to the payment of the salary of the late Mr. Atkinson to his daughter during the period that he was absent on leave is admitted. It occurred without the knowledge or sanction of the Committee.

With regard to the question of telegram charges, the Sub-Committee has gone carefully into the matter and considers that the amounts comprised in vouchers Nos. 308 and 368 were properly debited to Asylum funds. It is of opinion that the charges covered by vouchers P.O.R. and 362, amounting in all to Rs. 57, should have been repaid by the Rev. Mr. Atkinson on his return. It would, however, suggest that under the circumstances of the case no steps to make recovery from his representatives be taken.

4. Paragraph 12 of the report.—(a) The Committee when sanctioning the payment made to Mrs. Lambert overlooked its Resolution No. IX of 21st December 1906 agreeing to adopt the Civil Service Regulations with reference to the subject of acting allowances. The Sub-Committee suggests that under the circumstances of the case no recovery should be made.

(b) The allowance referred to in this case was sanctioned prior to the passing of the resolution referred to above.

5. Paragraph 13 of the report.—The arrangement commented upon was made before the passing of the resolution referred to in the remarks on (a) and (b), paragraph 12.

6. Paragraph 14 of the report.—The sanction of Government should be applied for.

7. Paragraph 15 of the report.—(a) There being no rule regarding travelling allowances payable to employees of the Asylum, double first-class fare, etc., were granted to Miss Green by the Committee as a special case.

(b) The allowance to Miss Varden was also specially sanctioned by the Committee.

(c) The payment made was irregular but cannot be recovered as Miss Read is no longer on the staff of the Asylum.

(d) The payment in this case was also irregular. The Sub-Committee, however, considers that it is unnecessary to recover the small amount incorrectly paid in the case of Miss Callaghan.

8. Paragraph 16 of the report.—The arrangement at present existing is, in the opinion of the Sub-Committee, the best. It is not aware that the question of establishing a general agency is pending consideration by the Committee.

9. Paragraph 17 of the report.—The omission to sign the stock and inventory books, etc., arose from the serious illness of the late Principal.

With regard to the remarks as to the advisability of a monthly check of stock, etc., books and stock-taking, the Sub-Committee considers these measures desirable, but is of opinion that the office establishment is not large enough to cope with the additional work that introducing them would involve. It would, therefore, suggest the entertainment of a stores clerk on Rs. 25.

F. PRICE.
W. E. SCHMIDT.
J. F. FOLEY.

III

Endorsement, N. Ref. on C. No. 235, dated 30th January 1908.

Submitted to Government.

A. G. BOURNE,
Director of Public Instruction.

Order—No. 231, Educational, dated 25th March 1908.

Recorded with the following remarks :—

(1) *Paragraph 8 (b) of the Audit report.*—The sum of Rs. 2-8-0 paid to the Office Assistant for typing the draft power-of-attorney should be recovered from him.

(2) *Paragraph 8 (c) of the Audit report.*—Recovery should also be made from the individual responsible of the sum of As. 4 charged in excess against voucher No. 40.

(3) *Paragraph 10 of the Audit report.*—The arrangement under which an employee of the Asylum does contract work for the Asylum is open to objection and should be stopped.

(4) *Paragraph 12 of the Audit report.*—The Committee will be requested to see that the provisions of the Civil Service Regulations in regard to acting and travelling allowances are strictly followed for the future.

(True Extract.)

H. D. TAYLOR,
Ag. Secretary to Government.

To the Committee of the Lawrence Asylum,
through the Director of Public Instruction.
" Director of Public Instruction.
" Accountant-General.

NOTES CONNECTED WITH G.O., No. 231, EDUCATIONAL, DATED
25TH MARCH 1908.

[SUBJECT.—*Submitting a communication from the Principal and Secretary, Lawrence Asylum, Ootacamund, replying to the remarks of the Auditor in his report on the audit of the Asylum accounts for 1906-1907.*]

From the Director of Public Instruction, dated 30th January 1908, No. 235.

In G.O., No. 572, Educational, dated 2nd September 1907, the Government communicated the report on the audit of the accounts of the Lawrence Asylum at Ootacamund for the year 1906-1907 to the Committee of the Asylum and requested them to report on the points noticed in paragraphs 8 and 10 to 17 of the audit report and to state what decision was come to on the suggestion made in G.O., No. 736, Educational, dated 14th November 1906, to adopt the rules of the Civil Service Regulations in regard to acting allowances payable to Asylum servants.

2. The Committee of the Lawrence Asylum referred the audit report to a sub-committee for consideration and now submit the Sub-Committee's report and their resolutions thereon for the information of Government.

3. *Paragraph 8 (a) of the audit report.*—The auditor observed :—

"Large amounts appear to be paid to barbers for cropping the hair of the children without any voucher and without stating the number of children whose hair has been cropped or the rate at which it has been done. It will be well if a monthly paid barber be entertained to the advantage of the institution."

4. With reference to this, the Sub-Committee states :—
"A barber is engaged as required to cut the hair of the little girls or to shave the heads of those attacked with skin disease. The total charge for the past year under this head was Rs. 21-13-0 and that for the current year up to the 30th September was Rs. 10. To engage a barber by the month would be a much more expensive arrangement than that at present existing. If Government desire, the number of children cropped or whose heads have been shaved, and the rate per head will be worked out at the end of the year and shown in the accounts, but the Sub-Committee does not see the object of doing this."

The Sub-Committee's view may be accepted.

5. *Paragraph 8 (b) of the report.*—The auditor said—

"It is not understood how the sum of Rs. 2-8-0 paid to the office assistant on 27th July 1906 for typing the draft power-of-attorney in connection with the Lawrence Asylum Press is a legitimate charge against the Asylum funds."

6. The Sub-Committee consider that the payment referred to should not have been made, as the clerk, being a whole-time man, should have performed the work without extra remuneration.

The Lawrence Asylum Committee, however, consider that the sum need not be refunded. The Committee's view may be accepted.

Yes.
H. B[RADLEY]—24-3-08.

7. Paragraph 8 (c) of the report.—The auditor remarked :—

"A sum of Rs. 1-4-0 was charged for in the petty cash register of the Female branch against voucher No. 40, whilst the Telegraph receipt is for one rupee only. Annas four should be recovered."

"The Sub-Committee recommends that recovery should be made from whosoever is responsible. It regards the excuse that the receipt must have been mislaid as an insufficient one."

8. The Lawrence Asylum Committee, however, consider that the sum need not be refunded. It is however submitted that on principle the Committee may be asked to recover the amount from the person responsible.

C. A. SOUTER.

H. D. TAYLOR.

H. B[RADLEY]—24-3-08.

9. Paragraph 10 of the report.—The auditor noted :—

"It is objectionable, under article 71 of the Civil Service Regulations, if not on other grounds, to allow an employee of the Asylum to do contract work for the Asylum. It has been discovered in the course of audit that Mrs. Perkins, the upper school mation of the Asylum on Rs. 50 per mensem, is the contractor for tailoring. As a permanent employee of the Asylum, she is in charge of the mending of the boys' clothing and their bedding and has four tailors paid by the Asylum for the purpose under her. The bills drawn by her on account of this contract amount to Rs. 2,500 to Rs. 3,000 a year."

11. The Sub-Committee observes :—"The arrangement referred to is one which has existed for the last six years, and it was arrived at after careful consideration. The Sub-Committee, although admitting that it is at variance with the spirit of the Civil Service Regulations, is unable to suggest anything more economical or satisfactory. It would point out that the statement made by the auditor that four of the tailors employed under Mrs. Perkins are paid from Asylum funds is inaccurate. The correct number is three and these are engaged on mending work only."

"The Sub-Committee has recently obtained, from a respectable native tailor, the prices which he would charge for making up the articles now made up on contract by Mrs. Perkins, and is of opinion that, for more reasons than one, a change in existing arrangements is undesirable."

I think that Government should direct that this objectionable arrangement should cease forthwith.

H. D. TAYLOR.

H. B[RADLEY]—24-3-08.

C. A. SOUTER.

13. Paragraph 11 of the report.—The auditor stated :—

"Under G.O., No. 536, Educational, dated 13th August 1906, the late Mr. Atkinson was granted privilege leave for three months from 17th July 1906 and under G.O., No. 710, Educational, dated 5th November 1906, that leave was extended up to 31st December 1906, and during the whole period of his leave he was granted full pay of Rs. 950 per mensem. But his leave allowances were disbursed to his daughter without any requisition from him and without a certificate that he was alive for the period for which they were disbursed to her. This is not all. The following telegram and medical charges were finally debited to the Asylum funds instead of being recovered from him when he returned from leave :—

	RS.	A.	P.
"Telegram charges, voucher No. 308	85	8	0
" " " " " 362	31	8	0
" " " " " P.C.R.	25	8	0
"Dr. Ogle's charges for report on Mr. Atkinson's health, voucher No. 368	54	15	0
Total	197	7	0

14. On this the Sub-Committee observes :—

"The irregularity with reference to the payment of the salary of the late Mr. Atkinson to his daughter during the period that he was absent on leave is admitted. It occurred without the knowledge or sanction of the Committee."

H. D. TAYLOR.

H. B[RADLEY]—24-3-08.

"With regard to the question of telegram charges, the Sub-Committee has gone carefully into the matter and considers that the amounts comprised in * That is Rs. 85-8-0 telegram charges and Rs. 54-15-0 Dr. Ogle's charges. † Rs. 31-8-0 + Rs. 25-8-0. "in all to Rs. 57 should have been repaid by the Rev. Mr. Atkinson on his return. I don't see that anything can be done now. Genl. Simpson is apparently responsible, but he gave his services gratis and it would be ungrateful to order recovery."

H. D. TAYLOR.

H. B[RADLEY]—24-3-08.

C. A. SOUTER.

The Lawrence Asylum Committee accept the views of the Sub-Committee, which may, it is submitted, be approved.

15. Paragraph 12 of the report. The Auditor stated—

"Though Government, in G.O., No. 736, Educational, dated 14th November 1906, expressed the desirability of adopting the rules of the Civil Service Regulations for regulating the grant of acting allowances, yet in the following cases the acting allowances were irregularly granted :—

"(a) Mrs. Lambert, kitchen matron on Rs. 35, was granted, for doing hospital matron's work in addition to her own work, an allowance of Rs. 30 per mensem for February 1907.

"(b) Mrs. Carmody, third matron on Rs. 35, was granted, for doing hospital matron's work, an allowance at the rate of Rs. 30 per mensem for eight days in October and 14 days in November 1906. In this bill (voucher No. 340) she was allowed Rs. 24-11-10 instead of Rs. 21-11-10. The excess of Rs. 3 which was paid to her by an error in totalling was recovered as the result of the audit."

16. The Sub-Committee notes—

"(a) The Committee when sanctioning the payment made to Mrs. Lambert overlooked its Resolution No. 9 of 21st December 1906 agreeing to adopt the Civil Service Regulations with reference to the subject of acting allowances. The Sub-Committee suggests that under the circumstances of the case no recovery should be made.

"(b) The allowance referred to in this case was sanctioned prior to the passing of the Resolution referred to above."

C. A. SOUTER.

H. D. TAYLOR.

The Committee may be requested to see that the provisions of the Civil Service Regulations are strictly followed for the future.

17. Paragraph 13 of the report. The Auditor reported—

"The eighth mistress's appointment (Rs. 30) was vacant from 7th September to 30th November 1906, and its pay was distributed among five mistresses of the Asylum. The rules of the Civil Service Regulations do not permit the distribution of salaries by giving an officer more than the sanctioned pay of the appointment."

18. The Sub-Committee observes that "the arrangement commented upon by the auditor was made before the Lawrence Asylum Committee resolved to adopt the Civil Service Regulations for the payment of acting allowances". No action seems to be necessary.

C. A. SOUTER.
H. D. TAYLOR.

19. In paragraph 14, the Auditor points out that the sanction of Government was necessary for the appointment of Messrs. Haughton and Nageswariah as typewriting instructors with special allowances.

* Sanction has since been accorded in G.O., No. 127, Educational, dated 18th February 1908.

C. A. SOUTER.
H. D. TAYLOR.

20. The Sub-Committee states that the sanction* of Government would be applied for.

21. In paragraph 15 of his report the Auditor remarked :—

"As it was pointed out by Government that the rules of the Civil Service Regulations may be adopted advantageously by the Committee for regulating acting allowances, it would seem desirable to adopt the rules of the Civil Service Regulations for the grant of travelling allowances also. The following instances will show that they have been paid in excess of the limits allowed by the Civil Service Regulations :—

"(a) Miss Green, the Head-mistress on Rs. 175, was granted double first-class fare, etc., from Bombay to Lovedale amounting to Rs. 154-6-0.

"(b) Miss Vardon, acting school-mistress on Rs. 45, was granted double second-class fare from Bangalore to Lovedale and back when her acting appointment ceased.

"(c) Miss Read's travelling allowance bill for Rs. 53-1-0 included tonga fare of Rs. 14-10-0 and luggage Rs. 1-12-0 and bill of fare, viz., Rs. 5-14-0 besides double second-class fare.

"(d) Miss Callaghan's travelling allowance bill included bill of fare, viz., Rs. 1-8-0."

22. On these points the Sub-Committee observes :—

"(a) There being no rule regarding travelling allowances payable to employees of the Asylum, double first-class fare, etc., were granted to Miss Green by the Committee as a special case.

"(b) The allowance to Miss Vardon was also specially sanctioned by the Committee.

"(c) The payment made was irregular, but cannot be recovered as Miss Read is no longer on the staff of the Asylum.

"(d) The payment in this case was also irregular. The Sub-Committee, however, consider that it is unnecessary to recover the small amount incorrectly paid in the case of Miss Callaghan."

C. A. SOUTER.
H. D. TAYLOR.

23. The Lawrence Asylum Committee considers that no recoveries are necessary. This decision may be accepted.

24. In paragraph 16 the Auditor observed :—

Page 3 of G.O., No. 572, Educational, dated 2nd September 1907.

"As in previous years, stores continue to be obtained in bulk as the question of establishing a general agency seems still to be under the consideration of the Committee."

The Sub-Committee considers that the arrangement at present existing is in the opinion of the Sub-Committee the best. It is not aware that the question of establishing a General Agency is pending consideration by the Committee.

25. In paragraph 17, the Auditor observed :

"The stock and inventory books and the list of band instruments on the 31st March 1907 have not been signed as usual by the Principal and Secretary. It will be well if a little more

Page 3 of G.O., No. 572, Educational, dated 2nd September 1907.

"attention is paid to the postings in these books by having them checked monthly by the Office Manager or his assistant and stock taken by

"them annually. Twenty-four yards of red flannel have been written off as lost in transit under the initials of the late Principal and Secretary."

26. The Sub-Committee remarks :—

"The omission to sign the stock and inventory books, etc., arose from the serious illness of the late Principal.

"With regard to the remarks as to the advisability of a monthly check of stock, etc., books and stock taking, the Sub-Committee considers these measures desirable, but is of opinion that the office establishment is not large enough to cope with the additional work that introducing them would involve. It would, therefore, suggest the entertainment of a stores clerk on Rs. 25."

The Lawrence Asylum Committee agree with the Sub-Committee, but no proposal has been made for the entertainment of the clerk. No orders seem therefore to be necessary on this point.

The Committee's communications may, it is submitted, be "Recorded" subject to the remarks indicated in paragraphs 5, 8, 12, 16 and 20 above.

T.K.—26-2-08.

K. RANGASWAMI AIYANGAR—26-2-08.

There is an astounding want of business capacity in the members of the Sub-Committee and Committee.

C. A. SOUTER—27-2-08.

Please put up the Government Order under which power to deal with correspondence regarding the Lawrence Asylum was delegated to Director of Public Instruction. Has this issued?

H. D. TAYLOR—23-2-08.

A note on the subject of the delegation to the Director of Public Instruction of powers to deal with correspondence regarding the Lawrence Asylum, Ootacamund, has been separately submitted for orders. Final orders on that file have not yet issued. It is submitted that the Committee's report may be recorded with the remarks made in paragraphs 5, 8, 12 and 16 *supra*.

2. The draft order placed below is submitted for approval. Orders have since separately issued on the point referred to in paragraph 20 of the notes on page *supra*.

P.R.—20-3-08.

K. RANGASWAMI AIYANGAR—20-3-08.

C. A. SOUTER—21-3-08.

For approval.

H. D. TAYLOR—23-3-08.

H. B[RADLEY]—24-3-08.

Issue.

H. D. TAYLOR—25-3-08

[G.O., No. 231, Educational, dated 25th March 1908.]

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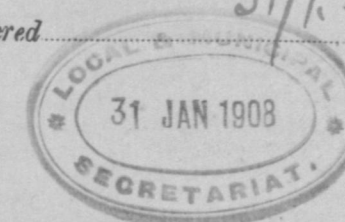
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EDUCATIONAL DEPARTMENT.

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Subject.



Submitting a communication from the Principal and Secretary,
Lawrence Asylum Ootacamund, replying to the *reminders of the Auditor*
dated 2nd September 1907 passing orders on the *report* of the
Asylum Accounts for 1906-07.

ENCLOSURES.

No. 2

Spare copies.....

Ref. no. No. 235 of 18.

Station Madras, Dated the 30 January 190 8.

From (Name) The Hon'ble Mr. A.G. Bourne, D.Sc., F.R.S.

(Designation) Director of Public Instruction.

To the Secretary to the Government of Madras,
Educational Department.

Su,

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READ ALSO:—

” ” ” ” ” ” ” ” 190

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No. 231, dated 25/3 1908

Recorded with the following remarks:-

(1) Para 8 (b) of the Audit report. The Sum of Rs 2-8-0 paid to the office Assistant for signing the draft power. of attorney should be recovered from him.

(2) Para 8 (c) of the Audit report. Recovery should also be made from the individual responsible of the sum of annas four charges in excess against voucher n^o. 40.

(3) Para. 10 of the Audit report - The arrangement under which an employee of the Asylum does contract work for the asylum is ^{or stopped} objectionable and should cease forthwith.

(2) ~~value~~ of the Audible

will be requested to see that the provisions of the C. S. R. in regard to acting and travelling allowances are strictly followed for the future.

181
20.3.08
20
20.3.08

21.3.8
H29
23.3.08

To the Committee of the L. A. Thru the D.P.9.

D.P. 9
A.G.
15/4/8