Educational (1895) Department.

ORDINARY MS.

G.O., No. 124

Dated 13th Feb 1895

[Despatch Abstract.]

SCHOOL OF ARTS, MADRAS.

Expressing dissatisfaction with the state of affairs in the --, requesting the Accountant-General to depute a skilled hand for the purpose of carefully examining the state of accounts of the institution and ordering the Director of Public Instruction to take steps to secure that every facility is afforded for the thorough overhauling of the accounts by the officer so deputed.

[G / 11]
5,000—88-9-94.

ORDINARY, MS.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
G 1020			1895				

Educational Department.
G.O., dated 13/2/95
No. 124.

INDEXED

When given for copying. 13/2

[Despatch Abstract.]

Expressing dissatisfaction with the State of affairs in the School of Arts, Madras, requesting the Govt. to depute a skilled man for the purpose of carefully examining the state of accounts of the institution and ordering the D. P. I. to take steps to secure that every facility is afforded for the thorough overhauling of the accounts of the officer so deputed.

BACK PAPER, No. OF 189 .

FURTHER PAPER, No. OF 189

Jud. 463 - 3 - 6 - 95

C.N. 852/95

READ AGAIN ORDER OF GOVERNMENT, DATED
189 , No. , MISCELLANEOUS.

ENCLOSURES.

CURRENT No.

STATEMENT WITH DITTO.

ORDER OF GOVERNMENT. .. .. .. A A

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL (not paged).

N.B.—
A — Copy in full.
B — Not to be copied.
P — Copy abstract only.
Q — Copy heading only.

REFORMATORY SCHOOL, CHINGLEPUT,
15th September 1894.

No. 1644
D.S.

From J. P. Lewis Esqr.,
~~The~~ SUPERINTENDENT,
REFORMATORY SCHOOL, CHINGLEPUT,

To
THE DIRECTOR OF PUBLIC INSTRUCTION,
MADRAS.

SIR,

Adverting to your Pro: dated 21st March 1894, No. 2681, directing me to audit the accounts of the School of Arts and to submit a report embodying the results thereof together with proposals for the more economic working of the institution I have the honour to state that I left for Madras on the 3rd April 1894, and began Stock-taking and the examination of the accounts of the School on the same day. I continued this work until the 15th idem. As the articles

in Stock were entered promiscuously in the Balance Sheet Struck on the 31st March 1894 and followed no System, they needed grouping under various heads; I had therefore to mark each item to shew to what head it belonged, and set the Pottery Assistant (T. Párthasáratthi Aiyangár) and the Pottery Clerk (K. Srinivása Sástri) to separate the items and prepare no less than 16 lists, Nos. I to VIII and Supplemental lists A to H herewith attached. I then returned to Chingleput and went back to the School on the 23rd April, and found that the above lists had not been Completed, as it was not an easy matter for

the above officers to prepare those lists accurately and to attend at the same time to their ordinary duties.

2. During stock-taking, it was discovered that there were several classes of articles in excess, not brought on stock, and valued in all at Rs 1095. 10. 6. During my second visit, I inspected these articles, valued and classified them. (Vide Lists Nos IX to XV). With the help of the Pottery Assistant, I also took an inventory of the unfinished articles as they stood on the 31st March 1894 (List XVI with Sub-lists A & B.) to arrive at a correct value of the whole Stock on that day. I returned to Chinglepu again on the 27th idem to give the officers

named above Sufficient time to prepare the various lists, and check them wherever necessary.

3. While I was engaged, as described above, Mr. P. Rámánujulu Naidu, the clerk deputed from your office to assist me, and on whom, I must admit, the most laborious part of the work fell, was engaged in Scrutinizing the School fee account, materials' account, the statements of receipts and charges, and the outstanding and Scholarship accounts. His experience as an accountant has proved of great avail; but notwithstanding his energy and skill, the accounts of the School have been

kept in such a confused state that all the
statements and notes for this report
could not be got ready until the 1st
June 1894. This should partly
account for the delay in the submission
of this report; and subsequently,
indisposition as reported in my
letter, dated 30th July 1894, No. 135-2 D.S. Coorla
prevented me from writing this report.
4. Mr. Rámánujulu Naidu has drawn
up an elaborate Memorandum
embodying the results of his an
and I submit his Memorandu
in original. I have nothing t
add to his notes, and I endors
most of his observations.
have personally compared seve
of his notes with the entries refe
to in the books, and found the
well-founded. He has take

Special pains to check the materials account and to arrive at the correct balance of materials on the 31st March 1894. The results of this Special work are embodied in a separate Statement, which, also, I beg to Submit. His remarks on the materials' account as given on pp46 and 47 of his memorandum Shew a very unsatisfactory State of things. According to the materials' Balance Sheet as kept in the School the total value of the articles at the close of the year amounted only to Rs 476. 3. 10; but according to Mr. Rámámurthi Naidu's examination of the stock, the balance amounted to Rs 746. 10. 0 not including the value of a few of the articles which could not be ascertained, Accounts

kept as described above afford ample opportunities for dishonest misappropriation and even swindling; and they may even tempt an honest Storekeeper, but I do not mean to insinuate that any misappropriation or swindling has taken place.

5. In Summarizing the results of Mr. Rámánnyulu Naidu's notes, they go to Shew,

(a) That there are numerous discrepancies in the financial accounts of the School;

(b) That unusual procedure has been occasionally adopted in incurring expenditure;

(c) That accounts have been frequently altered after the Submission of returns to your office;

(d) That posting of items has been frequently omitted, particularly in the materials' account.

(e) That unauthorized charges have been incurred;

(f) That several Scholarships have been awarded not in conformity with the rules;

(g) That orders from Government and from your office have not been carried out.

(h) That several sums have been written off without sanction.

(i) That the School Fee Registers ordered by you have been discontinued without sanction.

(j) That accounts have not been kept for certain charges.

I have also noted most of these irregularities during the stock-taking and the examination of accounts which I personally conducted. Other defects, which I have noted, are given in paragraph 7.

6. Now to return to the Stock-taking.

view of the results of my Stock-taking.

Abstract

Particulars.	Amount			Total			Remarks & Suggestions.
Finished articles in stock as per balance sheet on 31st March 1894.							
Articles that are saleable ——— vide Stab. No. I	5389	10	8				The revised prices of these articles are given in Statement I.
——— " ——— that are to be written off ——— do. No. II	4732	6	3				Orders are required for the disposal of these articles.
——— " ——— that were sold in auction & sold outright to be struck off ——— No. III	839	5	6				These articles are to be struck off the Ledger.
——— " ——— sent to the Exhibitions at Chicago, Madras, & Simla ——— No. IV	629	12	0				To be struck off the Ledger or entered under "Suspense" account.
——— " ——— to be transferred to the Stationery dept ——— No. V	5	8	0				To be transfered to the Stationery Department.
——— " ——— to be transferred to the Material Store ——— No. VI	152	10	11				To be transfered to the Material Store.
——— " ——— to be transferred to "Machinery, Tools & Plant" No. VII	1306	6	0				To be transfered to "Machinery, Tools & Plant."
——— " ——— to be transferred to the 'Art Museum' — No. VIII	348	8	0	13404	3	4	To be transfered to the Art Museum.
Articles not entered in the Ledger.							
Articles sent to the Chicago Exhibition in January 1893 excluding those contained in Stab: IV ——— No. IX	179	0	0				To be transfered to "Suspense" account.
Damaged articles sold in auction ——— X	15	14	0				To be struck off.
Damaged articles in stock to be sold outright — XI	115	12	6	✓			To be sold outright.
Articles kept as samples and for show in the Art Museum XII	74	11	0				To be transfered to the Art Museum list.
Plaster moulds in excess that are serviceable ——— No. XIII	434	12	0				These ought to be transferred to "Machinery, Tools & Plant"
" ——— " ——— that are unserviceable No XIV	244	4	0	✓			To be sold outright.
Drawing models to be transferred to "Tools & Plant. Drawing Depte No XV	31	5	0	1095	10	6	To be transfered to Tools & Plant
Unfinished articles on 31st March 1894 in each department							
Wood Carving Department. ———	211	0	0				
Carpet Weaving Department ———	290	1	6				
Silver Smith Department ———	248	0	0				
Lacquer Work Department ———	102	0	0				
Gold Smith Department ———	33	4	0	2462	12	5	
Pottery department ———	1576	6	0				
Grand Total				16962	10	3	

15th September 1894

J. Lockwood

It will be observed that I arrived at a total value of Stock amounting to Rs 16962. 10. 3 as against a total of Rs 10237. 13. 5 shewn in the Ledger. The difference is very great; and is mainly due to articles which have been carelessly omitted from the Ledger and to a defective System of keeping books.

7. The following are the irregularities which I noticed during my examination of the Stock accounts:-

I. Items have been twice brought on stock, once when they were made, and again when they were sold (brought on stock and sold). This irregularity was due to the clerk who first brought articles on stock in the Day Book not having posted them in the Ledger.

II. The Ledger had been grossly neglected from February 1892 to April 1893, no posting whatever having been made in it during that period. This was due to the gross carelessness of the late Pottery Clerk, S. Kuppuswámi Naidu, who resigned his appointment in October 1893. It is very much to be regretted that this irregularity had been allowed to go on undetected for several months. In March 1893, however, Mr. Holden suspected that accounts had not been properly kept; he then made an attempt to take stock, but he could not proceed with the work as the Ledger had not been brought up and the balance Sheet not struck. In September 1893

a further attempt was made at Stock-taking with the help of the present Pottery Assistant and Pottery Clerk (Kuppuswami Naidu having been reduced and sent to the office as 2nd clerk); but this work could only have been imperfectly done owing to the confused State of the accounts prior to Stock-taking. It was not possible to arrive at a correct balance under each item, but some kind of total balance was made up for the sake of the returns. During this Stock-taking, about 3000 rupees worth of articles had been brought into the Day Book as well as the Ledger.

III. Items have been posted under wrong heads.

IV. Articles have been written off without your sanction.

V. Prices of articles have been frequently reduced and sometimes raised after they have been brought on stock. This irregularity could not but make confusion worse confounded.

VI. Dates of entries in the Day Book and the corresponding entries in the Ledger do not frequently tally.

VII. Articles transferred from one head to another after improvement, have not been struck off under the former head (when ~~but~~ credited to the new head, hence double credits.

VIII No accounts to shew the quantity of damaged articles from the kiln and the workshop, but such articles have been sold from time to time by auction or otherwise. No sanction

to write off such articles.

IX. Articles not brought on stock as soon as they were received from the workshop, but brought on stock and struck off at the time of sale.

8. Although the irregularities enumerated above began in the time of Mr. Havell, who was appointed Superintendent in 1884, I do not consider that Mr. Holder, the Ag. Superintendent, who took charge of the School in April 1892, is altogether blameless in the matter, for, if he had exercised an efficient supervision over the work of his subordinates, and had a better practical insight into the condition of the School, he should have detected most of the irregularities

Soon after he took charge and remedied matters at once. This he failed to do, but there are extenuating circumstances in his favour which deserve consideration. I have often visited the School of Arts both in Mr. Havell's time, and subsequently, and I must say that the School never assumed a busier and a more business-like appearance under Mr. Havell as it did under Mr. Holder. This goes to shew that Mr. Holder's time was fully occupied in working up the School, in supervising instruction, and in imparting instruction in advanced subjects, and that he had therefore, in respect of stock and financial accounts, to depend entirely on his subordinates; and if they had been good and trustworthy

men, no irregularities would have taken place. The frequent changes which took place among the Head Clerks of the School is another evil to which the irregularities should be ascribed. The Head Clerk, in my opinion, is more directly responsible for the irregularities. In Ramalinga Aiyar, the late Head Clerk, must share in the blame also. The confusion and carelessness in the stock accounts is directly due to Subbarayalu Naidu, the late Pattery Assistant, and to Kuppuswami Naidu, the late Pattery Clerk referred to in paragraph 7(II) Supra. Both of these men were utterly unfit for their work, the former was heavily involved in debts and was frequently mixed up with court case

and the latter was too fond of women to attend to his work properly, but he was clever enough to ward off suspicion by producing regularly some sort of accounts for the monthly returns. The practice of cooking up accounts seems to have gone on for some years past. It was the duty of the Superintendent, of course, to have found out the character of the above men and to have got rid of them; but it seems to have been misguided leniency or misapplied confidence which favoured them. It may, however, be remarked that Mr. Holden did suspect that the accounts were wrong as reported in paragraph 7(III) Supra, and that he did take some action to

put matters straight, but he had not the required time at his disposal to do more. I may be permitted to add here to the credit of Mr. Holder that he did introduce some improvements in the matter of Stock and accounts after he took charge. He introduced a book to shew the receipts and issues of raw materials and established for the first time a material Store room, and placed it under proper custody. In the absence of a store-room for the safekeeping of materials – if they were allowed to lie about the workshops and remain with the workmen as I am informed they were before Mr. Holder opened the store-room

— the scope for wasting materials on the part of workmen, and for pilfering them on the part of unscrupulous employés, ~~would~~ would have been great. Mr. Holden also introduced a stock, issue, and outturn account of the gold and silver dealt with in the Jewellers' department. The omission of such accounts previously argues an undue, if not misapplied confidence in a class of workmen who need more watching than any other class.

9. It has been sufficiently shewn, and it must be admitted, that the books and accounts kept in the School up to 31st March last are perfectly ~~credible~~ unreliable. I would

therefore recommend their abolition, and that the School be given in the matter of Stock and accounts a fresh start with new books from 1st April 1894, and that on that date the stock of saleable articles and Serviceable materials to the credit of the School may be safely fixed at Rs 10,000. The following statement will shew how I have arrived at the above figure.-

(Vide Abstract embodied in paragraph 6 Supra)

i	Value of saleable articles as per revised prices, Statement No I	Rs 3762-0-0
ii	Articles sent to Exhibitions, Statement III ..	" 629-0-0
iii	Articles sent to Chicago Ex.. do.. IV ...	" 179-0-0
iv	Value of unfinished articles as per Abstract	" 2462-0-0
v	Value of articles in Material store at a reduced calculation	700-0-0
vi	Sale proceeds of articles to be sold outright, at the lowest calculation	2268-0-0
		Total Rs 10000-0-0

The stock value of articles to produce

Rs 2268 (item VII) as sale proceeds is Rs 5092.6.9.

It would be well if the School could so regulate its manufactory accounts as to be able to submit with its annual report Debit and Credit statements like those submitted by the Reformatory School to shew how each industry is worked, whether at a profit or loss.

10. As regards the enormous accumulation of stock, most part of which has now to be sold outright, or at reduced prices, and therefore at a loss to Government, I beg to submit the following remarks.-

(a) It frequently occurred to me during the stock-taking that the Commercial Side of the institution had not received the attention it deserved, except in respect of turning out articles in large num

and shelving them.

(b) Barring a few isolated efforts made either to send goods to some exhibition or other, or to open an agency which has since collapsed, for the sale of the art pottery, no systematic nor sustained effort has been made to dispose of articles which have been allowed to accumulate from years.

(c) The School and its productions have not been sufficiently before the public. I was myself surprised to see the numerous saleable articles now locked up in the stores, although I had paid several visits to the School and I have met several people in Madras who have not the remotest idea of the work done in the institution, and of the articles manufactured

there for sale. It is true that the School is visited every month by several hundreds of people, but their visits are confined to the museum where are confined to the museum where chiefly works of art for inspection are exposed. My idea is that a bazaar or stall attractively arranged and well stocked with specimens of all saleable articles might have been opened with advantage in some part of the museum.

(d) It is strange that the School of Arts since its establishment, or for several years past, has not celebrated a public day for the distribution of Prizes as ~~such~~ most schools and colleges do. A prize day will serve to keep the public informed of the work done in the School.

(c) The cause which led to the large accumulation of Stock in the Pottery department was that expensive system known as payment on results introduced by Mr. Havell in 1889, and which continued up to 1892 when it was discontinued by Mr. Holden. As an Inspecting officer it often occurred to me that that system, pure and simple, even in general education was harmful and inefficient for its purpose, inasmuch as it crippled real education. That in the School of Arts the system has not worked with better results is clear from the following remarks of Mr. Holden; he states in one of his reports that those who worked under that system "made the

best of the bargain by working as fast as they could paying more attention to quantity than quality; the evil effects of the system soon became apparent; Complaints were made on all Sides of the inferiority of the designs on the Pottery and lacquered ware".

(f) No attempt seems to have been made to feel the market; articles have been turned out largely, particularly in the Pottery department, when there was no demand for them, nor has Sufficient effort been made to make the Supply create a demand. Advertisements in the Fort St. George Gazette, and exposing articles for Sale in the various Fancy Bazaars

which are frequently held in Madras are, in my opinion, bound to create a demand for the various art productions.

11. Some of the irregularities pointed out in paragraphs 5 and 7 of this report, and some of the articles in stock, shew that the various Superintendents of the School have frequently given themselves a great deal of latitude, unauthorized of course, in the incurring of expenditure and in the management of the School. This, to my mind, is an evil which should be kept under check. The best way to exercise this check and to prevent the various irregularities —

enumerated in this report, seems to
be by means of a well defined code
of rules after the model of those
sanctioned by Government for the
Reformatory School. These rules
should set forth the powers, duties,
and responsibilities of the Superin-
tendent, and also of each of his
responsible assistants, should con-
tain express provision for the pre-
vention of each of the irregularities
noted, and should provide for the
annual public distribution of prizes.
There should also be, above all, a
rule to take Stock once every year
and make a valuation of all
machinery, plant, tools, raw materials,
manufactured articles, and dead
Stock belonging to the School, and
to obtain sanction for writing off

any amount by which the above thing
may have been depreciated in valu
Since the previous Stock-taking.
If there had been in the School a
rule like the above, and if Stock-taki
took place annually, prior to the
preparation of the annual return
as is done in the Reformatory School
most of the irregularities in stock
would have long ago been detected
and remedied. The revised rules
which Mr. Holden recently pre-
pared, if approved, could also be
embodied in the code of rules
suggested above.

12. As regards proposals for the
economic working of the institu-
tion, I beg to make the follow-
ing Suggestions.—

I. A "Regular Temporary" (a clashing of terms) establishment is peculiar to this School. That establishment, and the "Temporary Establishment" should be abolished. All subordinates who are to be employed regularly should be transferred to the permanent establishment. Temporary workmen and Coolies should be employed only whenever large orders are received, and they should be paid out of the provision for manufactures.

II. As the School is practically divided into two branches, the <u>Artistic</u>, and the <u>Industrial</u>, the Superintendent can well look after the Artistic Branch

and Supervise the whole School, but the Industrial Branch must be under the immediate charge and control of an Industrial Assistant. It is too much to expect one officer to manage directly both the Branches. There seems to be a pressing necessity for the appointment of an Industrial Assistant; and he must be an officer well qualified for the appointment. Keen Competition has reduced profits to such a low point, that to conduct an industrial institution successfully, the officer in charge should be thoroughly conversant with both the principles and

details of every process through
which the material must pa
to reach the Commercial form
A correspondingly perfect acquai
tance with the market is als
required in order to Conduct
the Commercial side of the
business safely and profitably
These qualifications are in-
dispensably necessary to enable
the officer in charge to exercise
Strict Supervision on every
employé, to enforce care and
economy in the use of
materials, and to detect and
rectify any fault that may
occur, as only by these safe-
guards can the best result
from a productive point

of view be finally assured.
As the Industrial Branch will also be a training institution the officer in charge should possess also a good acquaintance with the principles of School management. He should in fact be a well paid officer.

III. To provide for a well paid Industrial Assistant, and to reduce expenditure, the Salaries and rates of Scholarships may be revised with Considerable advantage.

IV. The Salary of the Assistant Superintendent, who should be designated the Artistic Assistant, may be safely reduced from Rs 200 to Rs 100; the present incumbent certainly does not deserve mor

V. The salaries (ranging from Rs 7 to 25) of all Pupil Teachers, if they are properly so called, should be reduced considerably, and eventually abolished. The fact that such Teachers qualify for Instructor's certificates, should in itself be an inducement for them to attend the School and be trained. A salary of Rs 25 for a pupil teacher is simply absurd! If there are among the Pupil Teachers any who do the work of an Assistant, they should be so called and paid. Pupil Teachers should be given only <u>Scholarships</u>, and not salaries as they now get.

VI. The Jewellers department may

be safely abolished. There is no want of good jewellers in the Country. The School cannot improve on the work turned out by the various private firms of jewellers. In lieu of jeweller's work, which is a luxury, blacksmith's work to train instructors in that trade, which is a necessity, may be introduced.

III. Another trade which might be abolished with advantage is carpet-weaving, another luxury. The pupils trained in this department do not, and are not likely to work as carpet-weavers. The Anjuman does carpet-weaving.

VIII. The wood carver (Salary Rs 50) and the Assistant carver (Salary Rs 50) draw between them Rs100 per mensem. This is excessive. The Services of the Assistant carver might be dispensed with.

IX. The ~~idea~~ term "lacquer work" is very misleading, as no lac with its rich permanent dyes is used in making the "lacquer work" turned out by the School. The Colours used in the School for its "lacquer work" tarnish after a time. If genuine lacquer work were done, it would be unobjectionable, but in the present circumstances it is a question whether the work with a misleading name should be retained.

X. There is not much demand for Art Pottery. The establishment for this trade might be reduced with advantage. Art Pottery in future may be turned out on a limited scale.

XI. There is not much gardening done in the School. The services of the Assistant Gardener may be safely dispensed with.

XII. I think all Scholarships below IV Standard, should be abolished. Only a very small proportion of the pupils who received Scholarships hitherto, have remained sufficiently long in the School to learn anything practically useful.

They attended the School merely for the Sake of the Scholarship I would Suggest that all IV Standard pupils should be bound down to attend the School until they pass Some of the Government Technical Examinations.

XIII. The practice of purchasing materials through a contractor should be discontinued, as the contractor consumes the profit which should go to the School. An officer of the School, Say the "Sergeant" who Seems to be a Sort of general assistant, should make all purchases direct from the market, and he should study the prices carefully. I know for a fact

that the School pays more for the wood it purchases, than I do for teakwood, white cedar etc. which I purchase for the Reformatory School.

XIV. The practice of keeping a supply of Stationery in the School, and selling it in retail to pupils, and often on credit, must involve a good deal of trouble and even loss to the School. This practice should be discontinued. The pupils must make their own arrangements for the stationery they require.

13. I inclose a copy of the Scale of establishment of the School with details as to Salary, Service etc. I have made a few notes on the

Copy and request your attention thereto.
14. I inclose also a list of the outstandings which amount to Rs 1455. 7. 3. Vigorous efforts should be made to call in all old outstandings. You have already issued orders on the subject, and also to strike off some of the items which cannot be recovered. Great care should be exercised in future in giving credit to people who live at a distance, or are not well known. The practice of requiring references from people who are not well known should be adopted just as private firms do.
15. The liabilities of the School on the 31st March 1894 amount to Rs 697. 12. 0 as per statement

inclosed.

16. I Submit also statements of the gross receipts and expenditure of the School during 1893-94. An important point in this Statement to which I beg to draw your attention is, that the purchase of materials during the year amounted to Rs 16,233. 13. 1, while the "Sales of manufactures" amounted only to Rs 12,417. 11. 2! There is Something radically defective in a business which produces Such results. It is evident that economy in the purchase and use of materials has not been carefully Studied. I have not had time to go into this matter fully. In an old institution like the School of Arts, I should have expected the order of the above figures reversed.

17. The following are a few general Suggestions which I beg to Submit for your consideration.—

(a) The term "Sergeant" in the General Establishment, is a relic of ancient times, when that post was held by a military man. I would Suggest the designation be changed into Something else—General Assistant, for example.

(b) The terms "Pottery Assistant" and "Pottery Clerk" are misnomers. They should be changed into— Industrial Assistant, and Industrial Clerk respectively. If my Suggestion to appoint a well qualified Industrial Assistant be adopted, the appointment of Pottery Assistant

Could be abolished. The present incumbent, Parthasarathi Aiyangar who, I believe, is a graduate, is an intelligent man. I see no reason why he should not qualify himself for the post of Industrial Assistant if a better man cannot be found.

(C). A new book to be called "Kiln Book" should be opened. It is indispensable, and should contain columns for the following headings:-

1. Month and date of firing the kiln.
2. Weight of firewood used.
3. No. of "seggars" spoiled or broken.
4. Articles loaded in the kiln.
5 --- Do --- damaged --- do ---
6 --- Do --- sent to the store.

As I have stated before, ~~that~~ an account of damaged articles should be maintained, and sanction obtained annually to strike off

the loss caused thereby. A certain percentage for breakage of raw articles when loading, say, 15 per cent., and also of baked articles, say, 10 per cent. should be allowed. It is surprising that these points have not been attended to in such an old institution like the School of Arts.

18. In conclusion, I beg leave to record that I have been favourably impressed with the work done by S. Parthasarathi Aiyangar, the Pottery Assistant, and by K. Srinivasa Sastri, the Pottery Clerk. They have rendered me substantial help in auditing the accounts of the School, and S. A. Seshaiyar, clerk of the Reformatory School

who accompanied me on my first visit to the School, also rendered good Service. I have also to record my thanks to Mr. Holder for helping me in revising the prices of the numerous articles in stock.

I have the honour to be,

Sir,

Your most obedient Servant,

J. P. Lewis

Dy. Superintendent.

~~R 1136 7/94~~

From J. P. Lewis Esq.

~~The~~ Superintendent,

Reformatory School,

Chingleput,

To

The Director of Public Instruction,

Madras.

EDUCATIONAL DEPARTMENT
REGISTRY
16 SEP 94

Regd. 16 Sept 94

No. 1644
D. S.

Dated 15th September 1894.

Received

Inclosures. 8.

DIRECTOR OF PUBLIC INSTRUCTION
RECEIVED
17 SEP 94
R. R. No.
MADRAS.

Subject.

Submitting a report on the results of auditing the accounts of the School of Arts together with suggestions for the economic working of the institution.

Proceedings of the Director of Public Instruction

No. C/56 dated 1st December 1894.

Read again Proceedings No. 2651, dated 21 March 1894

Read also the following:-

Special report on the audit of the accounts of the School of Arts from Mr. T. P. Lewis No. 1644/D.S dated 15th September 1894

Letters from the acting Superintendent, School of Arts,

No. 687 dated 8 November 1894
" 726 " 21st " "
" 735 " 23rd " "

Since the appointment of Mr. Holder, the monthly accounts of the School of Arts have not been submitted punctually or in a complete form. The materials accounts from April to October 1892, for instance, were received in this office only on the 7th April 1893 after repeated reminders (vide Pro: No. 5028, dated 10 May 1893); the stock returns from April to July 1892 were received on the 14th December 1892; and revised returns for the above months and returns for August 1892 to March 1893 were received

2 H 1136 7/94

[illegible] Lewis's Report

the 10 July 1893. This irregularity was noticed in this office, and in Proceedings No. 5027, dated, 10 May 1893 the acting Superintendent was specially required to submit the returns for each month within the 15th of the succeeding month. This order has never been carried out. The materials accounts from April 1893 to January 1894 and the bills payable accounts from July 1893 to January 1894 were received only on the 3rd April 1894, and the Stock and bills recoverable accounts from April to July 1893 were not received till the 15th September. On an examination of the accounts from April to December 1893 and after a perusal of the reviews of the reports and accounts for 1892-93, Mr. Mowe had strong reasons to believe that the accounts of the School were not properly kept. He accordingly deputed, in the Proceedings read at the head of these Proceedings, Mr. Lewis, Deputy Superintendent of the Reformatory School, Chingleput, to examine the Stock and accounts of the School and to submit a special report thereon. Mr. Lewis was specially selected for this task, he being an officer of 28 years standing and experience in the Department and having had intimate acquaintance with the working of Industrial Schools both as Superintendent and as inspector and examiner of such Schools. Owing to the fact that Mr. Lewis considered that the work would occupy him more time than he could well spare without prejudice to the interest of the Reformatory School, Mr. Mowe placed the services of one of the Senior clerks of this office establishment, Mr. Rao Bahadur R. Ramanjulu Naydu, at the disposal of Mr. Lewis. The scrutiny of Stock and accounts occupied them several weeks, and the report and its enclosures bear testimony to the labour and pains bestowed by the above officers on the work entrusted to them.

2. At Mr. Holder's request, the report was forwarded to him and he was required to furnish full explanation on the irregularities pointed out.

3. Mr. Holder's letter No. 607, dated 8th November professes to furnish explanations with respect to certain of the irregularities noticed. But after a careful perusal of the above letter, the Director cannot consider that any of the irregularities noticed in Mr. Lewis' report and its enclosures has been even partially explained. Instead of explanations, Mr. Holder's letter contains several extraordinary misstatements and uncalled for insinua-

such as an officer of his status is not expected to
make in an official communication of the kind.
His letter is accordingly returned to him with the following
remarks and in the hope that he will reconsider the
matter and adopt a proper tone in addressing the Head
of his Department.

(i) It is within the province of the Director to
entrust audit work to the officer who, in his opinion,
is best fitted to do the work, and Mr. Holder was certainly
out of order in speaking disparagingly of Mr. Lewis and
also observing that an officer of the rank of the Consulting
Architect might have been selected.

(ii) M. R. Ry P. Ramanjulu Naydu having been
sent to assist Mr. Lewis and to work under his orders,
Mr. Holder's contention that the clerk failed to consult
him is not understood. The clerk, however, has produced
a memorandum in which he wanted information
on certain points from the Superintendent through
the Head Clerk, but Mr. Holder failed to give him
satisfactory information on the points touched on.
in the memorandum.

(iii) Mr. Holder's allegation that the disorderly
state of accounts was more or less due to the frequent
change of Head clerks against his protests is quite
untenable. On the death of M. R. Ry S. Rangacharier B.A.
Head clerk, in March 1891 (not in 1890), M. R. Ry Rama-
linga Aiyar, who held the office of Sub-assistant Inspector
of Schools and who had been for some years Head clerk
in the office of an Inspector of Schools, was appointed
to the vacancy and he remained in the School till
May 1892, when he was transferred to the Inspection
Branch and M. R. Ry Rangaswami Aiyangar, a First
Arts Undergraduate, Sub-assistant Inspector of Girls'
Schools, First Range, Sub-pro. tem., was appointed in his
place. In February 1893, M. R. Ry Ramalinga Aiyar
reverted as Head clerk and he held the place till the close
of August 1893. Thus between April 1891 and 1st September
1893, there was only one change, viz, by the appointment
of M. R. Ry Rangaswami Aiyangar, who acted as Head Clerk
for about nine months. But the irregularities pointed
out by Mr. Lewis are not confined to this interval,
as will be seen from the fact that the materials for
accounts from April 1893 and the Bills Payable Accounts
from July 1893 were submitted to this office only on the
3rd April 1894 — nearly a year after. Further, Mr. Holder
wrote as follows in his letter, dated 21st January 1893 and No. 3
regarding M. R. Ry. Rangaswami Aiyangar's work —

"I have the honour to report that the work of Mr Rangaswami Aiyangar has been exceedingly good and satisfactory. He has been discharging his duties with great zeal and ability. I am especially glad to record that many useful changes and improvements in the management of office work have been introduced at his suggestion."

What he now states is quite inconsistant with the above remarks.

(iv) Mr Holder's plea of ignorance of the rulings and orders of the Director is as strange as it is inadmissible. He admits that he had two experienced assistants, viz, K. Srinivasa Sastri, 2nd clerk attached to the office, and S. Kuppuswami Naiudu, Pottery clerk in the Industrial department. The former, as correspondence clerk, must have been acquainted with the various orders of Government and the rulings of the Director; and the latter (Pottery clerk), if sufficient control had been exercised by the Superintendent, would, no doubt, have kept proper accounts. It is understood that the Proceedings of the Director and other important orders were secured in bound files and have not been locked up in the Head clerk's desk, nor pigeonholed, as alleged by Mr Holder. At any rate, when Mr Holder assumed the office of Superintendent, he should have called for the file of important orders by which he ought to be guided in the administration of his office. Had he called for the file he would have got it and many of these irregularities would not have occurred.

(v) No explanation has been furnished as to the failure to maintain proper and complete accounts of the true stock of materials and manufactured articles. These accounts seem to have been kept by the Pottery Assistant and Pottery or Store clerk, and therefore neither Mr Rly Rangaswami Aiyangar nor Mr Rly Ramalinga Ajar could be expected to explain the errors in these accounts, except to admit their own negligence in the final submission of the monthly returns without sufficient scrutiny for which Mr Holder is also responsible. From Mr Holder's letter No 457, dated 19 June 1893, it is clear that from March 1892, ie, almost from the time he took charge of the School, the maintenance of the ledger – an important register – had been discontinued, but that the acting Superintendent became aware of this omission

only in June 1893. The stock returns from April to July 1892 were submitted to this office on the 14th December 1892. This delay should have been noticed by him and immediate steps should have been taken by him to mend matters and to see to the prompt submission of correct returns monthly. The second batch of stock returns from September 1892 to March 1893 were received in this office only in July 1893. These facts are sufficient to prove that Mr Holder exercised no sort of check and supervision over the work of his subordinates, and that it never occurred to him to look into the accounts or finances.

(vi) Mr Holder is, again, wrong in asserting that Mr Lewis was misled by the old article VI of the rules and regulations of the School as regards payment of scholarships when he stated that Government Scholarships were paid for longer periods than were admissible under the rules. It was ascertained from the registers, for instance, that a scholarship of Rs 10 was paid to one A. Kalimuthu Asari from November 1889 to March 1894 though he passed the Advanced Examination in Wood-Carving held at the close of 1892. The Director also observes that, in several instances, scholarships were awarded at rates higher or lower than the sanctioned scale, at the discretion of the acting Superintendent, without proper authority and sanction.

(vii) The explanation which Mr Holder has attempted to give regarding payment of stipends at rates higher than those fixed by the Director for the industrial standards must be characterized as a reckless statement. Firstly, he states that Mr Lewis' information on this point was obtained "from very unreliable authority, viz from the registers kept by the ministries in the several industrial classes for their own guidance". This is not understood. Mr Lewis must have, in the natural course of things, taken the registers in the School to represent the transactions correctly. In the next place, Mr Holder observes that "Correct lists of the apprentices in each section arranged according to the standards could have been obtained by application to me." One would infer from the above words that the correct lists of apprentices were being kept by the acting Superintendent. When information on this point was required by Mr Lewis' assistant, at the time of the audit in 1894, Mr Holder did not produce any such lists. Again when he was required by this office to submit these lists,

Mr Holder requests that for the word 'lists' the word 'information' be substituted. He has not stated whether such lists were ever maintained or when or how they disappeared. It is evident that no such lists were kept, and Mr Holder ought to have been aware that, at least at the time he wrote his explanation, no such lists were in existence. How Mr Holder came to make such a misleading statement the Director cannot understand. Even now the Director fails to see what Mr Holder meant by 'information'. No information was given to Mr Lewis' assistant when he asked for it in writing. Again, the statement that maistries kept the registers and failed to correct them from time to time is irreconcilable with the statements which Mr Holder makes later on, viz, that the registers in the Industrial departments were kept by government Scholarship holders who acted as monitors and who were specially paid one or two Rupees extra for this purpose (on what authority it is not stated) and that the maistries, being illiterate, were not able to attend to this kind of work.

(viii) In Proceedings a/c 2044, dated, 16th February 1892, the Superintendent was permitted to purchase certain stationery articles in the local market, pending the sanction of Government for the purchase from the stationery office, which sanction was accorded in G.O, dated, 22nd February 1892, a/c 222. The Director cannot follow Mr Holder's interpretation that the above order should not be construed as prohibiting him from purchasing all the stationery in the local market.

(ix) In Proceedings, dated, 12th August 1886, a/c 5516, reviewing the annual report on the school for 1885-86 and again in Proceedings a/c 5435, dated 26th July 1888, the Superintendent was required to maintain a Register to exhibit the approximate value of the articles manufactured in the school. The failure of the Superintendent is very much to be regretted. Mr Holder's remark that such a register is unnecessary and useless is uncalled for.

(x) Nor do Mr Holder's observations with reference to the absence of counterfoils of receipts for fees paid and noted in the Fee Register seem satisfactory. He has not explained whether this money has been remitted to the Bank.

(xi) The lists of outstandings on the 31st March 1891 show that there were debts more than Six months old due from several persons of not so high a position

as those alluded to by Mr. Holder. Notwithstanding repeated instructions from this office, no steps were taken for their prompt recovery.

(xii) It was on the 1st April 1889 that the special financial restriction imposed on the School to restrict its expenditure to Government grant plus the sale proceeds was removed, and the sale proceeds during and the value of Stock and Stock materials at the close of 1888-89 and the four succeeding years are given below:-

	Sale proceeds of manufactures	Value of Stock and Stock materials
	Rs	Rs
1888-89	8647	7328
1889-90	9875	12389
1890-91	8213	13253
1891-92	8997	13625
1892-93	7620	14380

The values of Stock and Stock materials nearly doubled during the period, while the receipts fell. The Superintendent was accordingly instructed more than once to guard against the overproduction of articles. The acting Superintendent's comments on the overproduction of articles are not quite clear. In its order No. 730, Educational, dated 3rd October 1893, Government remarked that the increase in the amount of outstandings debts and in the value of the Stock on hand were unsatisfactory features of the report on the School for 1892-93.

(xiii) Lastly, Mr. Holder's explanation for incurring unauthorized charges is anything but satisfactory. The Superintendent had no authority to incur any expenditure on temporary establishment without sanction. In sanctioning a scale of Regular Temporary Establishment, Mr. Grigg ruled in his Proceedings No. 690, dated, 13th February 1888 that the pay of no appointment in the list should be raised or reduced except under the Director's sanction. It will be seen from Mr. Holder's letter No. 463, dated 16th June 1892, and this office Proceedings No. 8748 of the 27th idem that no details of expenditure on regular Temporary Establishment and Scholarships were given in the Contingent bills, and this office was therefore unable to check the irregularities under these heads. Coolies shown as such in the Contingent bills were for a time mistaken for bona fide Coolies, and the bills were passed under that misapprehension. It was only on receipt of Mr. Holder's explanation to the question raised in connection with the contingent bill for August 1893 that this office found out that the Superintendent was employing temporary hands on monthly pay without proper sanction or authority

and treating them as coolies. The matter was brought to the notice of Government and sanction was obtained for a revised and reduced scale of all temporary establishments to be maintained in the school. Mr. Holder was grievously in error in thinking that the passing of a contingent bill was authority to continue to incur unauthorized charges, while he ought to have been aware that such charges were being passed under a misapprehension caused by the nature of the entries in the bills and the accompanying statements.

4. The facts above set forth must convince Mr. Holder that the words and spirit of his letter herewith returned are highly objectionable and uncalled for. In this connection, his attention is drawn to the censure conveyed by Government in its order, dated 12th September 1894 No. 671 with reference to a similar insinuation he made against the manner in which the Board of Examiners conducted the examination.

Jos. D. Duncan
Director of Public Instruction.

/True copy/

D. Duncan
Director of Public Instruction.

1486

OFFICE OF THE DIRECTOR OF
PUBLIC INSTRUCTION,
Madras, 24th December 1894.

No. 12612

From

THE HONORABLE MR. D. DUNCAN, M.A., D.Sc.,
DIRECTOR OF PUBLIC INSTRUCTION,
Madras,

To

THE HONORABLE THE CHIEF SECRETARY TO GOVERNMENT,
FORT ST. GEORGE.

SIR,

I have the honour to submit, with reference to G.O. Educational, No. 330, dated 4th May 1894, the report with its enclosures from Mr. J. P. Lewis, Deputy Superintendent of the Reformatory School, Chingleput, who was deputed in March last to audit the accounts of the School of Arts and to take a complete stock of the articles. His report did not reach this office till the 17th September last.

2. From paras 5 and 7 of the report Government will observe that Mr. Holder, the acting Superintendent, has not exercised sufficient supervision over the work of his subordinates, has allowed the prescribed registers of books and the ledger to be kept irregularly and incorrectly, has incurred unauthorized charges, has maintained

Ed. Cor.
15 (b) 1,500—17-11-94.

no complete account of materials purchased for the school from time to time, has written off articles without my sanction, has altered the prices of articles frequently after they had been brought on stock, and, in short, has failed to observe the instructions issued from this office. In his explanation, which was reviewed in Proceedings No. C/56, dated 1st December 1894, a copy of which is herewith submitted, he did not account satisfactorily for most of the serious omissions and irregularities noticed by Mr. Lewis, but attributed them wholly to the failure of the clerks, to his ignorance of the covers of government and the rulings of this office, and to the pressure of his other work. Though I freely admit that Mr. Holder has a great deal of work, his explanation cannot be considered satisfactory. It confirms me in the opinion I expressed to Government in my letter No. 10791, dated 26th September 1893, that Mr. Holder has not the personal qualities needed to administer a large establishment like the School of Arts. As an Art Instructor it must be said in his favour that he has done good work. But, from the way in which the accounts, registers and stock are reported to have been kept, it is clear that he has not realized the responsibili of the post of Superintendent and has exhibited a lack of tact, firmness and governing power in the management of the important institution entrusted to his charge. Mr. Havell seems to have also allowed certain irregularities to go on unchecked, but this does not exonerate Mr. Holder from blame for continuing such irregularities.

3. Mr. Lewis fixes the total value of stock on the 31st March 1894 at Rs 16,962-10-3. In statement A appended this last annual report, the acting Superintendent has made out the value as Rs 16,774-15-9 or Rs 287-10-6 less. Mr. Holder has been called on to explain the discrepancy and his explanation will be submitted to Government on receipt. Mr. Lewis recommends that the value of stock on the 1st April last be taken at Rs 10,000, after writing off the accounts the assumed value of all unsaleable and damaged articles, and reducing the prices of articles not likely to find ready sale. I am arranging, however, for a clearance sale in January and February next of all articles not commanding a ready sale, after giving as wide publicity as possible to the proposed sale. The sale will be closed by the 1st March and in March 1895 the accounts of the sales for the current official year

will be audited, so that the financial condition of the institution may be precisely determined by the commencement of the ensuing official year.

4. Upto 31st March 1889 the expenditure on the school was limited to the salaries, the scholarships, and the lump allowance of Rs 600 paid by Government plus the school receipts actually remitted to the Bank to the credit of the school and the amount of outstandings due for work done to Government departments. Not only was a check thus placed on the tendency to execute work for which a ready sale could not be found, but the Superintendent was also under the necessity to find a sale for manufactures and to collect outstandings briskly with a view to get money to proceed with the work of the school. This restriction, wholesome as it was, was found to bring the work of the industrial and manufacturing departments to a standstill very seriously at times, and the financial restriction was accordingly removed on Mr Griggs recommendation. From a comparison of the figures furnished in the margin relating to sale proceeds of

	Sales	Stock and materials
	Rs	Rs
1888-89 ..	8647	... 7328
1889-90 ..	9875	... 12389
1890-91 ..	8213	... 13253
1891-92 ..	8997	... 13625
1892-93 ..	7620	... 14380
1893-94 ..	12699	... 14212

of manufactures and to value of stock and stock materials during the last six years, it will be clearly seen that, since the abrogation of the restriction referred to the value of stock and stock materials has doubled, while the sales have fluctuated and have not increased in proportion to the increase in the stock. The large increase from this source during 1893-94 included certain sums which appertained to the previous year. That there has been overproduction in the manufacturing department since then, owing, to some extent, to the removal of the financial check needs no further proof. Doubtless, in an institution of this kind a margin should be allowed for some waste of materials and the production of some unsaleable stock, in order to raise the standard of taste among workmen and to maintain a high standard of workmanship; but the accumulation of stock and the disproportionately small amount (Rs 47,402) realized from sales during the past quinquennium, compared with the expenditure (Rs 84,172) on contingencies including materials, coolly wages and stipends to apprentices, are not at all creditable to the school, even allowing a fair margin for the expenditure on drawing materials and on models and examples. This unsatisfactory state of things will, however, continue so long as the

articles required for the school are purchased through private contractors, and as long as the expenditure on coolies is not minutely scrutinized, the state of the market and the demand are not felt, the approximate production of articles is not calculated beforehand, and timely steps are not taken to dispose of the manufactures. As the Superintendent has hardly time to attend to the above requirements and as inexperienced clerks cannot safely be entrusted with such work, I think it is necessary to appoint a man of business habits of some years' service and proved trustworthiness on a good salary as office manager and Storekeeper. Such a man would be required to furnish a reasonable security, say Rs 500, for the due performance of the responsible work devolving on him. This point and the suggestions made by Mr Lewis to remove some of the existing drawbacks will receive my attention in framing my proposals for the reorganization of the School. In the meantime, every possible care is being taken to prevent a recurrence of the irregularities reported against.

5. The inference which Mr Lewis has drawn in para 16 of his report is not correct. In the first place, the sum of Rs 16,233-13-1 represents not only the expenditure on materials but also the expenditure on other items of a contingent character; and, secondly, the sale proceeds relate not only to articles manufactured during the year, but also to articles made in the previous years. A comparison between the receipts and charges of any one year can thus serve no useful purpose.

6. Explanations called for by Government in the review of the report for 1893-94 will be submitted in a separate Communication, and a complete Proposition Statement drawn up as suggested by Government will be submitted shortly in connection with the scheme for the reorganization of the institution.

I have the honour to be,
Sir,
Your most obedient servant
D Duncan
Director of Public Instruction.

Cor. 2,000—29-3-94.

Educational

1466

1894.

Educational Department.

From

THE DIRECTOR OF PUBLIC INSTRUCTION,

Madras,

To

THE HONORABLE THE CHIEF SECRETARY

TO GOVERNMENT,

Fort St. George.

No. 1262

Daled 24th
Despatched 24th } December 1894
Received 27th

Regd 26

No.

DESPATCH 24 DEC 1894

CHIEF SECRETARY TO GOVERNMENT MADRAS 24 DEC 1894 RECEIVED

ENCLOSURES. Three (eight Enclosures in a separate packet)

Subject.

Submitting, with remarks, Mr Lewis's report on the audit of accounts and stock of the School of Arts, Madras

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For R

Please put up February 97
to shew during auditing the accounts of the school.

28/2

758 : 8 10 9 4 8c
330 : 14 - 5 7 4 Mis
610 : 23 : 5 8 8 &c.
~~746 : 11 - 10 9 5~~
632 : 1 10 8 6
323 : 19 8 7 9
965 : 19 5 7 9
617 : 7 : 10 8 5 7
364 : 26 6 8 8
746 : 5 - 10 - 9 6

730 : 3 - 10 9 5
127 : 29 - 8 9 8 5
222 : 22 - 4 9 2
R 54 : 15 - 3 9 2
166 : 29 3 - 8 9
596 : 16 - 9 - 8 6

The state of affairs disclosed by Mr Lewis's Report in respect to discrepancies both as to Mr Lapp. & as to Director. The Mr Lapp. is evidently unfit for the post of Lapp. The sums whose disposal did not receive instructions have received from time to time his superiors & now to have properly supervised his subordinates. The Director must have discovered some of the more obvious & important of the irregularities of his inspections had been more complete especially after suspicion had been excited by the persistent unpunctuality of the submission of the accounts. The ~~irregularities~~ irregularities have evidently proceeded unchecked for many years. They ought to have been stopped long ago. I agree with the C.S. that the state of the accounts is owing to inaccurate examination by a trained accountant & arrangements should be made accordingly. Such an examination will prove us in a better position as regards censure & punishment. As the

* Mr Stovell has since left Madras.

* vide Accl General's letter in P.D. No 369 Ed. dy 26 June 1888

D 25-1

Current No 1466 dy 24 Dec 1894

From the Director of Public Instruction

For orders.

Mr Lewis' report shews that almost every conceivable irregularity has been going on in regards to the accounts of the School of Arts. Many of these are evidently of several years standing. The Director however passes over Mr Stovell's responsibility with very slight comment & confines his remarks almost entirely to Mr Holder's shortcomings. No doubt he is very strictly to blame, but it is to be considered whether the Director himself should not come in for a share of the censure. Mr Stovell is gone & it is useless making remarks about him; but all the irregularities brought to notice by Mr Lewis could hardly have remained in existence if the Director had himself exercised a proper scrutiny of the management of the school. The mistakes that have been committed are such as the Accountant General's office would have put a stop to at the outset had they occurred in any Revenue or local or municipal office; * as the Accountant General has no say in the matter it is clearly the duty of the Director to exercise a real check upon

such as has been going on for years past in the School of Arts. He has brought the matter to the notice of Govt but should surely have done so years ago. Returns have habitually been coming in with gross unpunctuality & those received have not been checked with sufficient care to detect the fudging & fraudulent which according to Mr Lewis has been going on for years.

2. Mr Harell is gone & cannot be punished. Mr Holder was not likely to be appointed to succeed him in any case. This report it is submitted settles the question of his fitness for the office; & he might be told so. That alone seems hardly sufficient punishment.

3. Mr Lewis inter alia remarks that the Assistant Superintendent receives twice as much pay as he ought. Reserves & suggests various other reductions & reductions in expenditure in Salaries, Scholarships. All these suggestions will be considered in connection with the reorganization of the School. He fixes direct responsibility for the state of affairs on the present head clerk, his predecessor C Ramaluza Aiyar, the late pottery assistant Subbarayalu Naidu & the late Pottery Clerk Kuppusami Naidu. The last named individual as said to have resigned his appointment, having apparently been reduced before hand. He should certainly have been dismissed very possibly prosecuted for obtaining false returns. Whether this has been or can be punished is not stated. Perhaps the Director should be asked?

This report appears to call for no further [illegible] has been recorded

Director promises due consideration shd be given to Mr Lewis's suggestions when the reorganization of the School of Arts is under consideration.

JG
8/2

with remarks of the nature already indicated.

D
25.1

I submit that this is a disgraceful business and that the accounts of the School of Arts should be at once overhauled by a trained accountant from the Accountant General's Office. Mr Lewis's note will enable Govt to form what he says which will have been the grossest irregularities in the management of the institution and in the matter of the accounts in particular.

Mr Lewis clearly does not like to commit himself to too much and writes in general terms where particulars should have been given. It is only by the employment of a trained accountant and one quite independent of the Office concerned that the details of the sins of those responsible for the School of Arts can be properly laid before Govt. If this is done as is not improbable there will be found that there has been peculation & dishonesty of various kinds.

Even though as Govt are certain – that Mr Holder is quite unfit to be Head of the School of Arts – and that the institution requires from Head Educational point of view a thorough overhaul. It would be instructive & timely when it was last inspected (not a mere flying visit but a real inspection) by either the Director or during his absence on leave, his Overseer Mr

JG
1/2/95

However Govt have now reorganized as can have pleased JG

Accounts in the School of Arts.

H.M.

(For orders)

DEPARTMENT.

[5]
500—20.6.94.

Papers to be read in Proceedings:—

Again G.O., dated 18 , No.

Again G.O., dated 18 , No.

Current No. of 18 , dated from

Current No. 1466 of 1895, dated 14 Dec 94 from the D.P.I.

Order. 13 February 1895. No 124.

The state of affairs disclosed by Mr Lewis' Report reflects discredit both on the Asst Supt of the School of Arts and on the Director of Public Instruction. Mr Holder is evidently unfit for the post of Superintendent; for he seems to have disregarded the instructions received from his superiors and to have neglected properly to supervise his subordinates. The Director must have discovered some of the more obvious and important of the irregularities which have now come to light, if his inspections had been thorough (as they should have been) especially after the suspicion had been excited by the persistent unpunctuality in the submission of the various accounts & returns. The irregularities have evidently proceeded unchecked for many years and should have been stopped long ago.

2. The state of the accounts is such as to necessitate careful examination by a trained accountant. Arrangements will be made according to Accountant General being requested to depute a skilled hand for the purpose with as little delay as poss

The School of Arts

should take steps &
The Director ~~will be requested~~, to secure
that every facility is afforded for
a thorough overhauling of the
accounts by the officer so deputed.
2. This examination when completed
will place Govt in a better position
to decide as to the award of censure
and punishment [illegible] ~~in the meantime~~
~~no further action will be taken~~, except
~~to remark that the Director should~~
~~give consideration to the views~~
~~herein expressed in connection~~
~~with the reorganisation of the School~~
~~of Arts~~.

(from orders)
D
11.2.95

DESPATCHED
14 FEB 95
IN M.S

The D.P.I.
The Acct. General with Mr Lewis's
report in original.

Note for Cs.

I have struck out the last 6
lines of the draft as the D.P.I.'s
proposal re organisation of the
School have come in already. We
do not know Mr Lewis' proposals.
D
11.2

Cs.

(from orders)

given for copying ____
copied ____
examined ____
signed ____
} 189.

RE... IN G.O., No. DATED
89 ,

CURRENT No.

ENCLOSURES TO C. No

ORDER OF GOVERNMENT	A	A	A	A	A	A	A
LETTER OF GOVERNMENT.							
STATEMENT WITH DITTO.							
PAPER NOT FILED UP, BEING MEANT FOR DESPATCH AS ORIGINAL.							

N.B.—
A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only.