

Educational (1898) Department.

ORDINARY MS.

G.O., No. 468

DATED 29-7-98

INDEXED.

[Despatch Abstract.]

Authorizing the H.S. to recover from the salary or other bills of the officers of the Educl dept the amount of any contingent or travelling allowance bills overdue for more than two months after it has been drawn in, a refund of the amount recovered being allowed when the delay has been satisfactorily explained.

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29/7/98

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BACK PAPERS.

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

FURTHER PAPERS.

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

Educational (1898) Department.

CURRENT No. 830.

309-10/96
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From
The Director of Public Instruction,
Massachusetts.

For Orders.

No. 7167

Dated 2 July 1898

Received } 4 July 1898
Registered }

Enclosures one.

Spare copies -

SUBJECT.

Requesting to authorize the Accountant General to recover from the salary or other bills of any officer of the Educational Department, the amounts drawn in advance in adjustment of which, detailed bills have not been submitted within a reasonable time.



7/1
67-98

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

No. 13035.

CIRCULAR.

Expedition submission of detailed bills.

Notwithstanding the instructions contained in this office circular No. 9856, dated 7th September 1895, regarding the punctual submission of detailed contingent, travelling allowance and other bills for countersignature and transmission to the Accountant-General, long delays have been allowed to occur in the offices of some of the inspecting officers as well as in those of heads of colleges, &c. The Accountant-General's office and this office have had to send repeated reminders before detailed bills were sent in for adjustment—a very undesirable state of things, adding much to the heavy work of both offices.

2. From the explanation given by the officers concerned, the Director also regrets to observe that no attention has been paid in certain offices to Proceedings, No. 6469, dated 18th June 1896, communicating G.O., Nos. 309 and 310, dated 2nd May 1896. The attention of all officers is again invited to paragraph 2 of the above Government Order directing that all contingent expenditure should be recorded in detail in the accounts in future and that no portion of it should be classified in a lump as "I(b) Contingencies admissible without detailed audit," and that from 1st April 1897 all such expenditure should be shown in the bills as well as in the contingent registers under one or other of the heads mentioned in the appendices to the order.

3. Attention is invited to this office ruling that it must be observed as a standing order that no money should be drawn from the treasury which is not required for immediate use and that, when money is drawn in any month, the detailed bill in adjustment of the advance so drawn should, *without fail*, be submitted to the countersigning officer before the 5th of the succeeding month. Cases of failure on the part of any officer to submit detailed bills to the countersigning officer before the above date will, in future, be dealt with by deducting from the next bill of the officer all amounts in respect of which any delay in the submission of the countersigned detailed bills may be brought to notice by the Account Department.

4. If further delays be noticed the Director proposes to issue an order prohibiting officers to draw their salary bills for any month before submission of the bills in adjustment of the advance drawn by them in the previous months for contingent charges.

(A true Extract.)

OFFICE OF THE DIRECTOR OF
PUBLIC INSTRUCTION,
Madras, 24th November 1897.

J. S. S. S.
Director of Public Instruction.

- To Inspectors of Schools, with spare copies for
Headmasters of Government Training Schools.
- „ Inspectresses of Girls' Schools, { with spare copies for Sub-Assistants
„ Assistant Inspectors of Schools, { and Headmasters and Headmistresses
of Government Boys' and Girls' schools
and Superintendents of Hill schools, in
the case of Ganjám-Vizagapatam and
Gódávári-Kistna Divisions.
- „ Principals, Government Colleges.
„ Headmasters, Mangalore College, Madrasa-i-Azam
and the School of Commerce.
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School for Mistresses, Hobart Training School
and Reformatory School, Chingleput.
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Copy to the Accountant-General and the Government Agents,
Ganjám, Vizagapatam and Gódávári, for information.

1897.
NOVEMBER.
PUBLIC INSTRUCTION,
MADRAS.

To
THE INSPECTORS OF SCHOOLS,
AND OTHERS.

Despatched

Received

No. 13035, 24TH NOVEMBER 1897.

Enclosures.

Expeditions despatch of detailed bills.—Issuing instructions regarding the — to the Accountant-General's office, and stating how cases of default will be dealt with.

CURRENT No. 830

OFFICE OF THE DIRECTOR OF

PUBLIC INSTRUCTION,

Madras, 2 July 1897.

No. 7167

From

THE HONORABLE MR. D. DUNCAN, M.A., D.S.C., LL.D.,

DIRECTOR OF PUBLIC INSTRUCTION,

Madras,

To

The Secretary to Government,

Educational Department.

SIR,

With a view to check inordinate delays on the part of some of the officers of this Department in the submission of detailed contingent and travelling allowance bills in adjustment of the amounts drawn in advance in previous months, I issued stringent instructions in November last (vide the enclosed copy of my Proceedings No 13035 dated 24th November 1897) to the effect that, in cases in which any delay in the submission of the detailed bills in adjustment of the money drawn in any month might be brought to notice by the Account Department, orders would issue for deducting from the next bill of the officer concerned the amounts which remained so unadjusted. These instructions have not had the full effect I anticipated and reminders are received from the Accountant General almost every day calling for the submission of detailed bills and the early adjustment of payments long outstanding in his office. Being convinced that nothing but prompt recoveries from the salary or other bills of the officers from whom detailed bills might be long overdue would in future ensure perfect punctuality in the submission of such bills, I asked the Accountant General whether there was any objection to my delegating to him a general power of effecting such recoveries to be exercised at his discretion. He has replied that my proposal would doubtless reduce unnecessary correspondence and save much

able, but that it cannot be carried out without the orders of Government. In these circumstances I beg to request that you will be pleased to move the Government to authorize the Accountant General to recover from the salary or other bills of the officers of this Department the amount of any contingent or travelling allowance bills overdue for more than two months after it has been drawn, the officers concerned being entitled to a refund of the amount so recovered only on production of an order from the Director sanctioning the refund. This will be restricted to cases where the delay has been satisfactorily explained.

I have the honour to be,

Sir,

Your most obedient servant,

S. G. Suman

Director of Public Instruction.

Educational Dept.

C.No. 830/98

Subject

Punctual submission of detailed bills.

For orders

M. H.

In order to prevent delays in the submission by Inspecting and other officers of detailed bills in adjustment of amounts previously drawn on abstract bills, the Director of Public Instruction requests that the Accountant-General may be authorised to recover from the salary or other bills of the officers concerned the amount or amounts remaining unadjusted for more than two months; a refund of the amount recovered being allowed when the delay has been satisfactorily explained.

In consideration of the fact that the circular issued by the D.P.I. in Nov. last has had no effect, his suggestion may, it is submitted, be approved.

Yes
M.H.
10-7-98

al
18/7/98 *HT*

19 7 98

Order *in* *10-7-98*
The proposal of the D.P.I. is approved and the ~~Secy.~~ A.G. will be authorised accordingly.

M.H.
23-7-98

al
25/7/98 *HT*
26 7 98
To the D.P.I. *307*
A.G. *ad*

without the order

When given for copying
When copied
When examined
When signed

189

READ AGAIN G.O., No
189

DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT.

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LETTER OF GOVERNMENT.

STATEMENT WITH DITTO

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH
IN ORIGINAL.

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