[Edl. / 6.]
250—24-4-97.

Educational (1898) Department.

ORDINARY MS.

G.O., No. 661

DATED 17—10—98

INDEXED.

12 13

[Despatch Abstract.]

Recording with remarks, Report of the Agents of the Trustees of the Lawrence Asylum Press on the account of the Head Office & Ody Branch Press for 1897

BACK PAPERS.

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

FURTHER PAPERS.

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

[Edl. / 6]
1,000—20-4-98.

Educational (1898) Department.

CURRENT No. 1070

661/97 Se
176/98 Attapur
506/97
505/97
667/97
110/97
321/97
345/97
599/96
743/96
149/96
92/95
62/95
71/95
79/95

H.M

Order No. 6619 17-10-98

Recorded. AS 12-10-98

From The Secretary, Lawrence Asylum Press Madras

No. 1379 S

2. The disbursements during the year amounted to Rs 1,52,679-11-0 and not to Rs 1,62,679-11-0 as stated in para 5 of the report.

Dated 13.8.98

Received in m.o 17.8.98

Registered 00

Enclosures

Spare copies.

HG 6-10-98

AS 8/10/98

SUBJECT.

Submg the Report of the Agents to the Trustees of the Lawrence Asylum Press on the accounts of the Head Office and Cuddy Branch Presses for 1897.

Note. The figures relating to the Branch Press at Ooty have been checked with those given in the A.G's audit report in eno. 1135 in the linked file. The audit report on the accounts of the Press at Madras has not been received yet.

To

The agents to the Trustees of the L.A. P. /
Committee of the L.A. Ooty, thro' the D.P.I. SC
A.G. S.c

annual Stock taking of Stores & offices also

Secy. 21.10.98.

BACK PAPERS.

G.O.	No.	Department.	Date.
	176	orig. Estl.	15-3-98
	664	Mis. "	22-11-97
	661	Estl. "	20-11-97
	506	Mis. "	6-9-97
	505	" "	6-9-97
	345	" "	21-6-97
	321	" "	12-6-97
	110	orig. "	24-2-97.

FURTHER PAPERS.

G.O.	No.	Department.	Date.
	743	Mis. Estl.	30-11-96
	599	" "	29-9-96
	149	" "	18-3-96
	922	" "	6-12-95
	527	" "	22-6-95
	461	" "	1-6-95
	222	" "	13-3-95
	42	" "	14-1-95

LAWRENCE ASYLUM PRESS, MADRAS.

DR. BALANCE SHEET OR ACCOUNT FOR 1897. CR.

1897.			L. F.	Rs.	A.	P.	Rs.	A.	P.
Jan.	1	To LIABILITIES AT THIS DATE.	...	...	...	...	21,192	9	11
		„ Interest from Employes Securities	...	36	2	7	✓		
		„ Sundries (Employes Securities)	...	1,850	0	0	✓		
		„ Do (for stock purchased in England)	...	2,880	1	0	✓		
		„ Do (for Impersonal Accounts)	...	10,394	15	9	✓		
		„ Suspense Account	...	40	3	8	✓		
		Personal Ledger Accounts	...	5,991	2	11	✓		
				21,192	9	11	✓		
Dec.	31	To ASSETS AT THIS DATE:—	...	...	...	...	505,751	6	5
		„ Cash and Drafts on hand	24	5,441	9	3	✓		
		„ With Bank of Madras	...	16,879	4	8	✓		
		„ Contingent Advance on hand	16	500	0	0	✓		
		„ STAMPS &C. ON HAND:—							
		„ Postage Stamps 30 11 0	27						
		„ Post cards printed 2 5 3	...						
		„ Receipt Stamps 5 3 0	20	38	3	3			
		„ TO STOCK ON HAND:—	...	224,135	1	7			
		„ Dead Stock Plant ... ... Rs. 169,619 13 3							
		„ Furniture, &c. ... ... „ 5,015 4 10							
		„ Stores in use in Departments.. „ 1,478 14 2							
		„ Stores Papers &c., (Printing). „ 31,480 11 9							
		„ Do (Writing or Depository.) „ 6,776 7 2							
		„ India Army Forms & Books... „ 2,344 11 3							
		„ Compensation Army Forms & Books. „ 4,874 0 2							
		„ District Municipal Forms & Books. „ 2,545 3 0							
		Rs. 224,135 1 7							
		„ Press Premises...	33	1,73,590	13	2			
		„ Investment of Superannuation Fund	34	36,828	8	1	✓		
		„ Do Employes Securities	...	1,850	0	0	✓		
		„ Interest	3	34	4	6	✓		
		„ Interest from Superannuation Fund	35	7,172	13	6			
		„ Lawrence Asylum Press, Ooty Branch, No. 1 Account ...	6	5,700	0	0			
		„ Deposit with Tender (Agent and Manager, Madras Railway Company)	3	2,122	12	8			
		„ Rent	32	126	0	0			
		„ Personal Ledger Accounts	...	31,331	15	9			
				505,751	6	5			
		„ Balance	...	...	...	...	526,944	0	4
							3,388	1	2
		Rupees...	...	...	...	...	530,332	1	6

1897.			L. F.	Rs.	A.	P.	Rs.	A.	P.
Jan.	1	By ASSETS AT THIS DATE...	...	...	...	...	5,08,926	11	11
		„ Cash and Drafts on hand	...	2,288	12	7	✓		
		„ With Bank of Madras	...	4,817	0	4	✓		
		„ Contingent Advance on hand	...	500	0	0	✓		
		„ Stamps &c., on hand	...	61	12	0	✓		
		„ Stock	...	2,27,665	10	10	✓		
		„ Press Premises	...	1,73,308	8	10	✓		
		„ Investment of Superannuation Fund	...	36,828	8	1	✓		
		„ Do. of Employés Securities	...	1,850	0	0	✓		
		„ Interest	...	34	4	6	✓		
		„ Interest from Superannuation Fund	...	6,629	5	9	✓		
		„ Lawrence Asylum Press, Ooty Branch No. 1 Account ...	...	8,700	0	0	✓		
		„ Do. do. No. 2 do.	...	152	15	6	✓		
		„ Deposit with Tender (Agent & Manager, Madras Railway Co.) ...	...	2,122	12	8	✓		
		„ Rent	...	154	0	0	✓		
		„ Personal Ledger Accounts	...	43,813	0	10	✓		
				5,08,926	11	11	✓		
Dec,	31	By LIABILITIES AT THIS DATE	...	...	...	...	21,405	5	7
		„ Interest from Employés Securities	35	36	2	7	✓		
		„ Sundries (Employés Securities)	...	2,381	2	0			
		„ Do. (for stock purchased) in England	...	3,371	13	8			
		„ Do. (for Impersonal Accounts)	...	10,297	14	10			
		„ Personal Ledger Accounts	...	4,540	10	1			
		„ L. A. Press. Ooty Branch No. 2 Account	...	277	10	5			
		„ Sundries (contractors securities)	33	500	0	0			
				21,405	5	7			
							5,30,332	1	6
		Rupees...	...	...	...	...	5,30,332	1	6

Assistant Superintendent, Accounts Department,
L. A. Press, Madras.

Secretary,
L. A. Press, Madras.

LAWRENCE ASYLUM PRESS, MADRAS.

DR. PROFIT AND LOSS ACCOUNT FOR 1897. CR.

1897.		EXPENDITURE.	L. F.	RS.	A.	P.	RS.	A.	P.
Dec.	31	To STOCK :—	...	...	...	...	2,88,308	10	3
		„ Balance of Stock on hand on 31st December 1896	...	2,27,665	10	10			
		„ Merchandise purchased in England (with Loss in English Exchange)	13	12,495	14	10			
		„ Merchandise purchased in Madras	43	37,785	3	4			
		„ Charges Merchandise	10	4,181	2	11			
		„ Plant, Tools, Furniture, &c.,	45	6,180	10	4			
				2,88,308	10	3			
		„ WORKING EXPENSES :—	...	...	...	...	56,519	8	5
		„ Establishment	4	47,255	3	1			
		„ Overtime	5	1,763	5	0			
		„ Advertising	25	613	4	6			
		„ Rent for Telephone	32	150	0	0			
		„ Repairs	25	715	11	8			
		„ Municipal taxes for House, Water Lighting and Trade	29	1,425	4	0			
		„ Postages	27	467	12	3			
		„ Receipt Stamps	20	26	6	0			
		„ Honorarium	31	650	0	0			
		„ Firewood for Engine and Stereo.	26	1,712	4	6			
		„ Coal for do.	22	258	5	1			
		„ Fire Insurance	28	1,250	0	0			
		„ Discount and Commission	2	14	3	10			
		„ Stationery supplied to the different Departments of the Press.	18	173	0	6			
		„ Law Charges...	13	44	12	0			
				56,519	8	5			
		„ EXPENSES FOR MAINTAINING AND EDUCATING APPRENTICES...	...	...	...	...	702	11	9
		„ Boarding of Apprentices	14	484	13	8			
		„ Outfit of Apprentices	13	140	14	0			
		„ Other charges on account of Apprentices	11	23	6	1			
		„ Periodicals	32	53	10	0			
				702	11	9			
		„ Amount written back	30	...	...	...	3,134	3	0
		„ Pension to Superannuated Servants	19				2,507	5	0
							3,51,172	6	5
		To Balance (Gross Profit)	...	...	...	...	15,873	3	3
							3,67,045	9	8
		To Bad Debts	...	...	...	...	3,812	14	11
		„ Advertising for Sale or Lease of the Press	28	...	...	...	16	8	0
		„ Diamond Jubilee	38	...	...	...	42	1	0
		„ Lawrence Asylum Ooty Contribution	31	15,000	0	0			
		„ Principal and Secretary Lawrence Asylum Ooty for work done gratis	42	389	12	6	15,389	12	6
		Rupees...	...	...	...	...	19,261	4	5

1897.		INCOME.	L. F.	RS.	A.	P.	RS.	A.	P.
Dec.	31	By PRESSES,—	...	...	...	...	44,196	8	4
		„ Printing, including work done for Ooty Branch	51	31,395	13	2			
		„ Card Press	52	45	6	0			
		„ Die Press	„	50	12	0			
		„ Printing and Paper, &c., (Miscellaneous)... Rs. 2 0 0	61	12,704	9	2			
				44,196	8	4			
		„ BINDING,—	58	...	...	...	5,659	15	11
		„ Commission realised—Sale of Beoks and Magazines	29	...	...	...	1,718	14	7
		„ STOCK :—	46	...	...	...	87,849	7	7
		„ Stores Stationery ... Rs. 1,492 14 4	53	10,360	7	8			
		„ Depository Stationery ... „ 37 13 6	„	1,382	9	9			
		„ Almanacs ... „ 1 8 0	54	4,459	8	9			
		„ Civil Lists	„	4,802	11	11			
		„ History of Services of Gazetted Officers	52	1,344	13	7			
		„ Mysore Directory	59	30	0	0			
		„ War Office Forms	55	1,517	11	11			
		„ Do. Books	„	612	1	6			
		„ Plant, Tools, Furniture, &c. „ 163 3 9	45	163	3	9			
		„ Charges, Merchandise	56	512	10	0			
		„ Packing ... „ 39 1 2	61	965	9	10			
		„ Postages ... „ 0 5 0	58	269	11	0			
		„ Stereo Blocks	„	1,022	3	11			
		„ School Diary and Time Table	57	12	4	0			
		„ Attendance and Fee Register	„	16	0	0			
		„ Madras Volunteer Guards Scoring Book	„	0	4	0			
		„ Madras Railway Forms Contract	48	44,902	15	3			
		„ District Municipal Forms Contract	60	15,474	8	9			
		Rs. 1,736 13 9		87,849	7	7			
							1,39,424	14	5
		„ TO STOCK ON HAND :—					2,24,135	1	7
		„ Dead Stock Plant		1,69,619	13	3			
		„ Furniture, &c.		5,015	4	10			
		„ Stores in use in Departments		1,478	14	2			
		„ Stores Papers, &c., (Printing)		31,480	11	9			
		„ Do (Writing or Depository		6,776	7	2			
		„ India Army Forms & Books		2,344	11	3			
		„ Compensation Army Forms & Books		4,874	0	2			
		„ District Municipal Forms & Books		2,545	3	0			
				2,24,135	1	7			
		„ Discount and Commission	2	13	13	0			
		„ Interest	...	0	0	0			
		„ Rents	32	912	0	0			
		„ Petty Balances	80	50	12	9			
		„ Amount Written off and repaid	30	1	10	11	978	4	8
		„ Pensions to Superannuated Servants	19	...	...	...	2,507	5	0
							3,67,045	9	8
		„ Balance (Gross Profit)					15,873	3	3
		„ Balance (Over Expenditure)					3,388	1	2
		Rupees...					19,261	4	5

Assistant Superintendent, Accounts Department,
L. A. Press, Madras.

Secretary,
L. A. Press, Madras.

LAWRENCE ASYLUM PRESS, MADRAS.

DR. ABSTRACT OF THE CASH ACCOUNT FOR 1897. CR

Date.		PARTICULARS.	Ledger Folio.	Amount as per Cash Book.			Amount as per Contingent Book.			Total.		
1897.		RECEIPTS.		RS.	A.	P.	RS.	A.	P.	RS.	A.	P.
Jan.	1	To Balance on hand :—										
		„ Cash and Drafts	24	2,288	12	7	500	0	0			
		„ With Bank of Madras	„	4,817	0	4						
				7,105	12	11	500	0	0	7,605	12	11
Dec.	31	„ Total Receipts in the year :—										
		„ Sale of Books on Commission	29	12,502	4	7						
		„ L. A. Press, Ooty Branch No. 1 Account ...	6	3,000	0	0						
		„ L. A. Press, Ooty Branch No. 2 Account ...	7	2,365	15	4						
		„ Interest from Employés' Securities ...	35	50	9	5						
		„ Interest from Superannuation Fund	„	1,933	13	3						
		„ Rents	32	940	0	0						
		„ Discount and Commission	2	12	11	0						
		„ Establishment	4	24	1	7						
		„ Extra Work	5	1	14	1						
		„ Cash Sales	314	325	5	8						
		„ Collection of Bills	...	134,232	14	3						
		„ Collection without Bills	...	11,343	2	6						
		„ Deposit with Tender	33	795	0	0						
		„ Demolished Godown	33	324	0	6						
		„ Coal	32	11	4	11						
		„ Amount written off repaid	30	1	10	11	...	...	...	167,894	12	0
		Rupees ...	...	...	...	...	...	...	...	175,500	8	11

Assistant Superintendent, Accounts Department,
L. A. Press, Madras.

Date.		PARTICULARS.	Ledger Folio.	Amount as per Cash Book.			Amount as per Contingent Book.			Total.			Grand Total.		
1897		DISBURSEMENTS.		RS.	A.	P.	RS.	A.	P.	RS.	A.	P.	RS.	A.	P.
Dec.	31	By Working Expenses :—	...	...	...	...	...	...	...	...	...	...	57,068	3	10
		„ Establishment	4	46,961	0	4	240	0	6	47,201	0	10			
		„ Overtime	5	1,583	7	11	167	9	0	1,751	0	11			
		„ Advertising	25	316	2	0	14	7	0	330	9	0			
		„ Advertising for Sale or Lease	28	188	0	9	53	0	6	241	1	3			
		„ Rent for Telephone	32	150	0	0	...	...	...	150	0	0			
		„ Repairs	25	574	0	2	142	8	0	716	8	2			
		„ Municipal Taxes for House, Water and Lighting, Cart and Trade	29	1,414	8	0	10	12	0	1,425	4	0			
		„ Postage on Letters	27	...	...	...	1,152	9	6	1,152	9	6			
		„ Receipt Stamps	20	...	...	...	25	6	0	25	6	0			
		„ Honorarium	31	650	0	0	...	...	...	650	0	0			
		„ Fire Insurance	28	1,250	0	0	...	...	...	1,250	0	0			
		„ Discount & Commission	2	...	...	...	11	11	10	11	11	10			
		„ Firewood for Engine and Stereo.	26	1,778	14	11	32	6	5	1,811	5	4			
		„ Coal	21	196	0	0	73	10	0	269	10	0			
		„ Law Charges	13	40	0	0	...	...	...	40	0	0			
		„ Diamond Jubilee	38	...	...	...	42	1	0	42	1	0			
				55,102	2	1	1,966	1	9	57,068	3	10			
		„ Other Payments :—													
		„ Expenses of maintaining and educating Apprentices ...	...	...	...	...	...	...	...	...	...	...	706	0	0
		„ Boarding of Apprentices	14	...	...	...	485	12	2	485	12	2			
		„ Out-fit of do.	13	55	14	0	85	0	0	140	14	0			
		„ Other charges on account of Apprentices ...	11	13	6	6	12	5	4	25	11	10			
		„ Periodicals	32	53	10	0	...	...	...	53	10	0			
				122	14	6	583	1	6	706	0	0			
		„ Pensions to Superannuated Servants	19	2,507	5	0	...	...	...	2,507	5	0			
		„ Lawrence Asylum Press, Ooty Branch, No. 2 Account.	7	1	3	9	171	9	0	172	12	9			
		„ Payments on Parties Account	...	493	6	4	1,870	13	3	2,364	3	7			
		„ Lawrence Asylum, Ooty, Contribution	31	15,000	0	0	...	...	...	15,000	0	0			
		„ Sale of Books on Commission	29	8,268	7	9	...	...	...	8,268	7	9			
		„ Interest from Employés' Securities	35	34	1	5	7	8	0	41	9	5			
		„ Press Premises	33	416	7	10	125	4	7	541	12	5			
		„ Deposit with Tenders for Lease...	44	6,000	0	0	...	...	...	6,000	0	0			
		„ Tenders with Deposits for the Supply of Articles...	33	295	0	0	...	...	...	295	0	0			
				33,016	0	1	2,175	2	10	35,191	2	11	35,191	2	11
		„ Payments on account of Stock :— ...	...	...	...	...	...	...	...	...	...	...	59,714	4	3
		„ Merchandise purchased in England	17	12,225	5	1	...	...	...	12,225	5	1			
		„ Merchandise purchased in Madras	43	37,454	5	0	140	11	0	37,595	0	0			
		„ Charges, Merchandise	10	2,784	2	11	1,069	2	11	3,853	5	10			
		„ Plant, Tools, Furniture, &c.	45	5,874	7	7	166	1	9	6,040	9	4			
				58,338	4	7	1,375	15	8	59,714	4	3			
				1,46,579	5	3	6,100	5	9	1,52,679	11	0	1,52,679	11	0
		„ Balance on Hand :—													
		„ Cash and Drafts	24	5,441	9	3	500	0	0	5,941	9	3			
		„ With Bank of Madras	„	16,879	4	8	...	...	...	16,879	4	8			
				22,320	13	11	500	0	0	22,820	13	11	22,820	13	11
		Rupees ...	...	...	...	...	...	...	...	...	...	...	1,75,500	8	11

Secretary,
L. A. Press, Madras.

LAWRENCE ASYLUM PRESS, OOTY BRANCH.

BALANCE SHEET FOR ACCOUNT FOR 1897.

DR.

1897.			L. F.	RS.	A.	P.	RS.	A.	P.
January.	1	To LIABILITIES AT THIS DATE :—					8,863	7	0
		„ Lawrence Asylum Press, Madras No. 1 Account		8,700	0	0			
		„ Do. „ „ „ 2 „		152	15	6			
		„ Suspense Account		0	3	0			
		„ Personal Ledger Account		10	4	6			
				8,863	7	0			
		„ Extraordinary Charges for the 12th Annual write off as per H. O. No. $\frac{4}{O.\ B.}$, dated 16th January 1887					300	0	0
Dec.	31	„ ASSETS AT THIS DATE :—					27,468	5	0
		„ Cash on hand		24 2 5					
		„ With Bank of Madras, Ootacamund	26	2,373 3 2	2,397	5	7		
		„ Contingent Advance	25		38	13	3		
		„ STOCK ON HAND :—							
		„ Postage Stamps	7	0 10 9					
		„ Receipt Stamps		0 5 0	0	15	9		
		„ Stock :—							
		„ Plant, &c., Dead Stock		16,500 9 9					
		„ STATIONERY :—							
		„ Printing		847 15 5					
		„ Depository	15	33,60 2 5	4,208 1 10		20,708	11	7
		„ Extraordinary Charges in suspense incidental to the opening of the Branch					238	4	5
		„ Lawrence Asylum Press Madras No. 2 Account	21				277	10	5
		„ Personal Ledger Accounts	37				3,806	8	0
							27,468	5	0
		Rupees					36,631	12	0

CR.

1897.			L. F.	RS.	A.	P.	RS.	A.	P.
January.	1	By ASSETS AT THIS DATE :—					28,454	9	9
		„ Cash on hand		63	2	8			
		„ Bank of Madras Ootacamund		1,246	9	10			
		„ Contingent Advance		48	10	9			
		„ STOCK ON HAND :—							
		„ Postage Stamps	0 12 6						
		„ Receipt Stamps	0 1 0	0	13	6			
		„ STOCK :—							
		„ Plant &c. Dead Stock	17,255 9 5						
		„ STATIONERY :—							
		„ Printing	564 10 9						
		„ Depositary	2,351 14 7	2,916 9 4			20,172	2	9
		„ Extraordinary charges in suspense incidental to the opening of the Branch			538	4	5		
		„ Personal Ledger Accounts :—			6,384	13	10		
					28,454	9	9		
Decr.	31	„ LIABILITIES AT THIS DATE —					5,734	8	1
		„ L. A. Press Madras, No. 1 Account	20		5,700	0	0		
		„ Personal Ledger Accounts	37		34	8	1		
					5,734	8	1		
							34,189	1	10
		„ Balance (Net Profit)					2,442	10	2
		Rupees					36,631	12	0

(Signed.) A. M. JONES,
Secretary,
L. A. Press O. B.

LAWRENCE ASYLUM PRESS, OOTY BRANCH.

DR. PROFIT AND LOSS ACCOUNT FOR 1897. CR.

1897.		EXPENDITURE.	L. F.	RS.	A.	P.	RS.	A.	P.
Dec.	31	To Stock :—	15	...	...	...	23,811	3	8
		„ Balance of Stock on hand on 31st December 1896 :—							
		„ Plant, tools, furniture &ca., of the Press... 17,255 9 5							
		„ Stationery :—							
		„ Printing 564 10 9							
		„ Depository... ... 2,351 14 7 2,916 9 4	...	20,172	2	9			
		„ Merchandise purchased :—							
		„ Stationary :—							
		„ Printing 1,692 11 3							
		„ Depository 1,450 12 0	14	3,143	7	3			
		„ Plant, Tools, Furniture, &c. of the Press	8	180	8	9			
		„ Charges, Merchandise	4	315	0	11			
				23,811	3	8			
		„ Working Expenses :—	39	...	...	...	9,200	13	0
		„ Establishment	9	7,390	8	9			
		„ Over time	10	205	10	3			
		„ Receipt Stamps	7	9	10	0			
		„ Postages	...	34	9	3			
		„ Secretary's allowance	10	600	0	0			
		„ Rent of Premises	11	600	0	0			
		„ Trade Tax	12	37	8	0			
		„ Repairs	9	13	9	0			
		„ Discount and Commission	11	1	3	9			
		„ Current Expenses	13	108	2	0			
		„ Audit fees	27	200	0	0			
				9,200	13	0			
		„ Amount written back	24	...	...	...	62	12	0
							33,074	12	8
		„ Balance (Gross Profit)	...	...	...	...	4,695	7	5
							37,770	4	1
		„ Principal & Secretary Lawrence Asylum Ooty for work done gratis	324	343	3	0			
		„ Bad Debts	39	1,909	10	3	2,252	13	3
		„ Balauce (Net Profit)	...	...	...	...	2,442	10	2
		Rupees	...	...	...	...	4,695	7	5

1897.		INCOME.	L. F.	RS.	A.	P.	RS.	A.	P.
Dec.	31	By Presses—	17	...	...	...	11,692	15	9
		„ Printing	1	11,434	15	9			
		„ Die Press	3	158	4	0			
		„ Card Press	3	86	2	0			
		„ Miscellaneous	8	13	10	0			
				11,692	15	9			
		„ Binding	2	...	...	...	2,360	15	6
		„ Stock	15	...	...	...	3,004	12	9
		„ Stationery, Printing	1	1,225	5	3			
		„ Do. Depository	2	1,770	6	6			
		„ Charges, Merchandise	4	6	0	0			
		„ Packing	6	3	1	0			
				3,004	12	9			
							17,058	12	0
		„ Suspense account	16	...	...	...	2	9	6
		„ Petty Balance	400	...	..	...	0	3	0
		„ Balance of Stock on hand at this date :—	15	...	...	...	20,708	11	7
		„ Plant, &c., Dead Stock 16,500 9 9							
		„ Stationery :—							
		„ Printing 847 15 5							
		„ Depository ... 3,360 2 5 4,208 1 10		20,708	11	7			
							37,770	4	1
		„ Balance (Gross Profit)	...	...	...	...	4,695	7	5
		Rupees... ...	...	...	...	...	4,695	7	5

A. M. JONES,
Secretary,
L. A. Press, O B.

LAWRENCE ASYLUM PRESS, OOTY BRANCH

ABSTRACT OF CASH ACCOUNT FOR 1897.

DR.

Date.		PARTICULARS.	Ledger Folio.	Amount as per Cash Book. RS.	A.	P.	Amount as per Contingent Book. RS.	A.	P.	Total. RS.	A.	P.
1897.		RECEIPTS.										
Jan.	1	To Balance	...	...			...			1,358	7	3
		„ Cash and Drafts	26	63	2	8	48	10	9			
		„ With Bank of Madras, Ootacamund		1,246	9	10	...					
				1,309	12	6	48	10	9			
Dec.	31	„ Total Receipts during the year:—	...	...			...			17,538	3	10
		„ Lawrence Asylum Press, No. 2 Account ...	21	34	10	11						
		„ Collection with Bills	...	17,175	12	6						
		„ Do. without Bills	...	0	9	6						
		„ Establishment	9	137	4	8						
		„ Cash Sales	106	189	14	3						
				17,538	3	10						
		Rupees								18,896	11	1

CR.

Date.		PARTICULARS.	Ledger Folio.	Amount as per Cash Book. RS.	A.	P.	Amount as per Contingent Book. RS.	A.	P.	Total. RS.	A.	P.	General Total. RS.	A.	P.
1897.		DISBURSEMENTS.													
Dec.	31	By Working Expenses:—	3	...			...			...			9,151	10	8
		„ Establishment	9	7,315	6	0	20	13	5	7,336	3	5			
		„ Over time	10	205	10	3	...			205	10	3			
		„ Receipt Stamps...	7	...			9	12	0	9	12	0			
		„ Postages Stamps, ...		...			45	2	0	45	2	0			
		„ Secretary's Allowance	10	600	0	0	...			600	0	0			
		„ Rent of Premises	11	600	0	0	..			600	0	0			
		„ Trade Tax	12	37	8	0	...			37	8	0			
		„ Repairs	9	9	0	0	4	9	0	13	9	0			
		„ Current Expenses	13	...			103	14	0	103	14	0			
		„ Audit Fees	27	200	0	0	...			200	0	0			
				8,967	8	3	184	2	5	9,151	10	8			
		„ Other Payments:—		...			...			...			235	0	11
		„ Payments on Parties Account		...			235	0	11	235	0	11			
				...			235	0	11	235	0	11			
		„ Payments on account of Stock:—		...			...			...			7,073	12	8
		„ Lawrence Asylum Press, No. 1 Account ...	20	3,000	0	0	...			3,000	0	0			
		„ do „ 2 „ ...	21	3,472	9	6	8	15	0	3,481	8	6			
		„ Charges, Merchandise	4	97	7	3	15	0	0	112	7	3			
		„ Merchandise purchased	14	243	2	2	221	10	9	464	12	11			
		„ Plant, Tools, Furniture &c., of the Press ...	8	8	0	0	7	0	0	15	0	0			
				6,821	2	11	252	9	9	7,073	12	8			
				15,788	11	2	671	13	1	16,460	8	3	16,460	8	3
		Balance:—	...	...			...			...			2,436	2	10
		Cash and Drafts	26	24	2	5	38	13	3	62	15	8			
		With Bank of Madras, Ooty		2,373	3	2	...			2,373	3	2			
				2,397	5	7	38	13	3	2,436	2	10			
		Rupees		...			...			...			18,896	11	1

(Signed) A. M. JONES.
Secretary,
L. A. Press, O. B.

Encloses

No. 1787

From

Laurmed Asylum Press
Madras 20th Oct 98

CHIEF SECRETARY
21 OCT 1898
GOVERNMENT OF MADRAS

The Secretary
Laurmed Asylum Press
Madras.

To

The Chief Secretary
to Government
Fort St George

Sir.

Agreeably to your Memorandum
No 8 Educational dated 19th Octr
I have the honor to forward
3 Spare Copies of my letter
to Government No 1379 of the
13th August 98.

And to remain
Your obedt Servt

Elliott Folk
Secretary

Edn 6617 7/10/98.

Arrears
Posted

Education

CURRENT No. 1070

SECRETARY TO GOVERNMENT
15-AUG-1898
LOCAL & MUNICIPAL DEPARTMENT

No. 1379

LAWRENCE ASYLUM PRESS,
MADRAS, 13 August 1898.

From

THE SECRETARY,
Lawrence Asylum Press,
Madras,

To

THE SECRETARY TO GOVERNMENT,
EDUCATIONAL DEPARTMENT,
Ootacamund.

SIR,

I have the honor to submit the Report of the Agents to the Trustees of the Lawrence Asylum Press on the accounts of the Head Office and Ooty Branch Presses for 1897, in which the points to which attention is drawn in G.O., No. 661, of the 20th November 1897, Educational, have been attended to. The Accountant-General was advised that the accounts now submitted were ready for audit on the 22nd April 1898.

THE HEAD OFFICE.

2. The net out-turn, receipts and expenditure for the years 1897 and 1896 were as follows:—

	1897.	1896.
Out-turn ...	Rs. 1,34,553-13-8	Rs. 1,49,629-2-11
Receipts ...	„ 1,67,894-12-0	„ 1,61,771-6- 0
Expenditure ...	„ 1,52,679-11-0	„ 1,76,233-9- 0

Of the out-turn, work done for Government amounted to Rs. 13,218-0-7, an increase of Rs. 216-14-3 as compared with the year preceding, which showed Rs. 13,001-2-4 under the same head. There is a decrease in the total out-turn of Rs. 15,075-4-6 when compared with 1896, which is attributable to the reduced supply of Railway forms indented for.

3. Of the out-turn of this and previous years there remained uncollected at the close of the year the sum of Rs. 31,331-15-9, which has been reduced to Rs. 14,486-2-10 by collections to the 15th June 1898. The Agents have written off Rs. 3,812-14-11 of outstanding debts of previous years, as there is no likelihood of recovering the same.

Flag-F

4. The work done was as follows:—

	1897.	1896.
General work ...	Rs. 60,958- 5-1	Rs. 72,365- 0- 0
Government work.	„ 13,218- 0-7	„ 13,001- 2- 4
Municipal work	„ 15,474- 8-9	...
Railway work ...	„ 44,902-15-3	„ 64,262-15-10
	1,34,553-13-8	1,49,629- 2- 2

5. The opening cash balance of the year was Rs. 7,605-12-11, the receipts were Rs. 1,67,894-12-0, and the disbursements Rs. 1,62,679-11-0 (inclusive of Rs. 172-12-9 paid on account of the Branch) as against Rs. 1,61,771-6-0 and Rs. 1,76,233-9-0 respectively during 1896; the closing balance was Rs. 22,820-13-11.

6. The following statement gives the opening stock balances, the purchases made, and the closing balances:—

1897.	Opening balance.	Purchases during the year.	Total.	Closing balance.
	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
Plant &c. ...	1,74,176 2 6	6,180 10 4	1,80,356 12 10	1,76,114 0 3
Stationery, &c....	46,213 14 6	54,462 5 1	1,00,676 3 7	38,257 2 11
W. O. Forms and Books ...	7,275 9 10	...	7,275 9 10	7,218 11 5
	2,27,665 10 10	60,642 15 5	2,88,308 10 3	2,21,589 14 7
District Municipal Forms and Books ...	...	...	...	2,545 3 0
				2,24,135 1 7

7. The percentage of profits calculated on outlay for the year was higher than for the two preceding years. In 1897 it was 13·1, in 1896 7·6, and in 1895 11·0.

8. There were 4 apprentices at the commencement of the year. Of these, 1 absconded and 1 found employment in Messrs. Oakes and Co., Madras; one lad was apprenticed during the year; there were 3 on the roll at the close of the year. They were employed as follows: 2 in the composing room and 1 in the carpenters' department.

The Ooty Branch.

9. The net out-turn, receipts and expenditure for the years 1897 and 1896 were as follows:—

	1897.	1896.
Out-turn ...	Rs. 16,996-0- 0	Rs. 17,269-12-5
Receipts ...	„ 17,538-3-10	„ 16,666- 4-5
Expenditure ...	„ 16,460-8- 3	„ 16,653- 2-0

10. Of the outstandings uncollected at the close of the year, viz., Rs. 3,806-8-0, Rs. 2,734-5-5 was collected up to 25th May 1898. The Agents have written off Rs. 1,909-10-3 of outstanding debts, as they are quite irrecoverable.

11. The work done was as follows:—

	1897.	1896.
General work ...	Rs. 5,985-13- 0	Rs. 5,627-12-11
Government work.	„ 10,573- 5- 8	„ 11,001-12- 7
Municipal work ...	„ 436-13- 4	„ 640- 2-11
	16,996- 0- 0	17,269-12- 5

12. The opening cash balance of the year was Rs. 1,358-7-3, the receipts were Rs. 17,538-3-10, and the disbursements Rs. 16,460-8-3, as against Rs. 16,666-4-5 and Rs. 16,653-2-0 respectively during 1896; the closing balance was Rs. 2,436-2-10.

13. The following statement gives the opening stock balances, the purchases made, and the closing balances:—

1897.	Opening balance.	Purchases during the year.	Total.	Closing balance.
	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
Plant &c.	17,255 9 5	180 8 9	17,436 2 2	16,500 9 9
Stationery Printing ...	564 10 9	1,692 11 3	2,257 6 0	847 15 5
Do. Depository ...	2,351 14 7	1,450 12 0	3,802 10 7	3,360 2 5
Charges Merchandise...	...	315 0 11	315 0 11	...
Total ...	20,172 2 9	3,639 0 11	23,811 3 8	20,708 11 7

14. The percentage of profits calculated on outlay for the year was higher than for the two preceding years. In 1897 it was 38·1, in 1896 10·1, and in 1895 33·1.

General Remarks.

15. The usual statements of Head Office and Branch are attached.

16. The strength of the establishments of the Press at Head Office and Ooty Branch on 31st December 1897 and 1896 was as follow:—

	Head Office.		Ooty Branch.	
	1897.	1896.	1897.	1896.
Secretary	1	1	1	1
Superintendent	1	1	...	1
Office	14	15	2	1
Composing Department ...	156	149	13	12
Type and Paper Stores ...	14	12	1	2
Machine Room	63	62	7	7
Binding and Ruling ...	95	89	6	7
Stereo Department ...	3	2	...	...
Mechanics, Carpenters, Lead-casting and Blacksmiths.	9	11	...	...
Peons	3	3	2	2
Menials	10	8	2	2
	369	353	34	35

17. During the year Rs. 15,000 was remitted to the Trustees of the Lawrence Asylum, and work to the value of Rs. 389-12-6 and Rs. 343-3-0 was done gratis for the Trustees at Head Office and the Branch, respectively.

18. In 1895 Government directed the Agents to advertise the Press for sale, or for leasing for a term of years, and two tenders for leasing the Press were received in July 1896: the Agents did not recommend the acceptance of either of the tenders, and the Trustees and Government did not accept them. The Press was again advertised, and two tenders for leasing were received in January 1897: these tenders were not recommended, and in June 1897 Government declined to lease the Press.

19. The points noticed by the Auditor in his Report on the Branch Accounts for 1895 and 1896, embodied in G.O., No. 176, dated 15th March 1898, will receive attention in the preparation of future accounts.

20. As regards paragraph 1 (3) of the above G.O., Mr. D'Rozario having been acquitted of a charge of defalcations by the Judge at Coimbatore he claimed his pay for the time he was under suspension; the question was referred to the Press solicitor, Mr. Winterton, who advised a compromise of Rs. 600, which was paid to Mr. D'Rozario accordingly.

21. As regards paragraph 1 (4) the Agents are arranging for stock-taking of stores by the Secretary at the close of each year, and a quinquennial stock-taking of plant by an expert (instead of a triennial one), as is done in the Government Press. The stock-taking of stores at the Ooty Branch will be done by the Ooty Secretary at the end of each year.

22. The rates for deterioration have been fixed by the Superintendent of the Government Press, and are as follows:—types 7½ per cent., machines 4 per cent., furniture 5 per cent., and leads and rules 12 per cent.

I have the honor to be,
Sir,
Your most obedient servant,

Secretary.

389-12-6
343-3-0
732-15-6

599 Flag A
29-4-96

321 Ext. Flag K
12-6-97

Flag L

When given for copying 18/10
When copied 18/10 } 1898
When examined 18/10
When signed 18/10

READ AGAIN G.O., No. DATED
189 .

CURRENT No.

ENCLOSURES TO C. No.

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

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