(1) Number of pages 16

(2) Date of repair 3.5.40

(3) Initials of the Referencer

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No. 27. Press ~~Mis.~~

41-42.

Dated 8 - 1 - 1874.

5/6

Not to be folded or roughly handled

Proceedings of the Madras Government, Financial Department,
8th January 1874.

No. 41. Read the following Proceedings of the Government of India in the Financial Department, dated Fort William, 17th December 1873, No. 3750 (Accounts) :—

Read again—

Financial Resolution, No. 842, dated 7th February 1873, prescribing revised forms of certificates to be attached to contingent bills.

Read also the under-mentioned communications from the Governments of Bombay and Bengal, suggesting, for reasons stated, an alteration in the form of disbursing officers' certificates :—

Bombay letter, No. 3097-159-F, dated 21st August 1873.
Bengal ,, ,, 2806, dated 18th September 1873.

RESOLUTION.—The disbursing officer referred to in the Resolution of the 7th February 1873 is the officer who draws a bill for contingent charges, and is responsible for the due disbursement of the amount.

A disbursing officer may be left to deal with vouchers for items not exceeding 10 Rupees, attaching to his contingent bill a certificate in the following form, in lieu of that prescribed in the orders of 7th February 1873 :—

"I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rupees 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again."

When the bill of a disbursing officer is countersigned, vouchers for sums above Rupees 10 and not exceeding Rupees 100 shall be examined, cancelled, and retained in the office of the countersigning officer, as directed in the orders of 7th February 1873.

Accordingly, for the certificate prescribed for the countersigning officer in those orders, the following shall be substituted :—

"I certify that, in support of every charge of more than Rupees 10 made in this bill, a receipt or other voucher in proper form has been given to me and is now in my possession. The receipts and vouchers for items in excess of Rupees 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rupees 10 are in proper form and order, and that they have been so cancelled that they cannot again be used to support claims against the Government."

A district officer need not personally give the certificate required from a disbursing officer. With the sanction of the Commissioner, or, in the Madras Presidency, of the Board of Revenue, he may delegate the duty to one of his gazetted subordinates.

A register of contingent expenditure should be kept in each office, and the initials of the Head of the Office should be entered against the date of the payment of each item.

The Governor-General in Council expects that every public officer will exercise the same vigilance in respect to petty contingent expenses that he would do if he were spending his own money.

Proceedings of the Madras Government, Financial Department,
8th January 1874.

ORDERED that this Resolution be distributed for information and guidance as follows:—

To the several Departments of the Government of India.
To the several Local Governments and Administrations.
To the Comptroller-General and to the several Accountants-General and Deputy Accountants-General in independent charge.
To the several Chiefs of Departments administered to by the Government of India in the Financial Department.

(Signed) D. BARBOUR,
Under Secy. to the Govt. of India.

No. 42. ORDER THEREON, 8th January 1874, No. 29.
Communicated to all Departments.
(True Extract.)

Chief Secretary.

To the Revenue Department.
,, Military ,,
,, Public Works ,,
,, Heads of all Departments.

Exd. J. H. Burns.

Govt. of India Madras.

FINANCIAL.

To

THE REVENUE DEPARTMENT,

&c., &c., &c.

Dated January, 8th.

Read.

Encl.

G.O., 8th *January* 1874, *No.* 29.

JANUARY.
Nos. 41-42.

Contingent Bills.—Resolution of Government of India, prescribing a revised form of disbursing officers' certificates to be attached to contingent bills, communicated to all Departments.

No. 3750.

GOVERNMENT OF INDIA.

FINANCIAL DEPARTMENT.

Accounts.

FORT WILLIAM, *the* 17*th December* 1873.

Read again—

Financial Resolution No. 842, dated 7th February 1873, prescribing revised forms of certificates to be attached to contingent bills.

Read also the undermentioned communications from the Governments of Bombay and Bengal, suggesting, for reasons stated, an alteration in the form of disbursing officer's certificates :—

Bombay letter No. 3097-159F, dated 21st August 1873.
Bengal „ No. 2806, dated 18th September 1873.

RESOLUTION.—The disbursing officer referred to in the Resolution of the 7th February 1873, is the officer who draws a bill for contingent charges and is responsible for the due disbursement of the amount.

A disbursing officer may be left to deal with vouchers for items not exceeding ten rupees, attaching to his contingent bill a certificate in the following form in lieu of that prescribed in the orders of 7th February 1873 :—

"I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rs. 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again."

When the bill of a disbursing officer is countersigned, vouchers for sums above Rs. 10 and not exceeding Rs. 100 shall be examined, cancelled, and retained in the office of the countersigning officer, as directed in the orders of 7th February 1873.

Accordingly, for the certificate prescribed for the countersigning officer in those orders, the following shall be substituted :—

"I certify that in support of every charge of more than Rs. 10 made in this bill, a receipt or other voucher in proper form has been given to me and is now in my possession The receipts and vouchers for items in excess of Rs. 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rs. 10 are in proper form and order, and that they have been so cancelled that they cannot again be used to support claims against the Government."

A district officer need not personally give the certificate required from a disbursing officer. With the sanction of the Commissioner or, in the Madras Presidency, of the Board of Revenue, he may delegate the duty to one of his gazetted subordinates.

A register of contingent expenditure should be kept in each office, and the initials of the head of the office should be entered against the date of the payment of each item.

The Governor General in Council expects that every public officer will exercise the same vigilance in respect to petty contingent expenses that he would do if he were spending his own money.

ORDERED, that this Resolution be distributed for information and guidance as follows :—

To the several Departments of the Government of India.
To the several local Governments and Administrations.
To the Comptroller General and to the several Accountants General and Deputy Accountants General in independent charge.
To the several Chiefs of Departments administered to by the Government of India in the Financial Department.

J Barbour

under Secretary to the Government of India.

GOVERNMENT OF INDIA.

FINANCIAL DEPARTMENT.

Accounts.

To

No. 3750.

Dated Fort William, the 17*th December* 1873.

Received

From

Secretary to the Government of India,
Financial Department.

No. 3750.

Dated 17 Dec 1873
Rec'd 24 Dec

No. 2440

Communicating the Resolution, prescribing revised forms of certificates to be attached to contingent bills.

With an Order.

Financial 1873 Dept. II

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Govt. Gazette 20/

The Rev Department } 10/
Mily " do " } do 19/
P. W. Department }
Heads of all Departments as per annexed list

bool-180

Financial Department.

List showing the distribution of the Proceedings of Government, dated 14 January 1874 No. 29

Revenue Department, for information and for communication to Subordinate Officers			...10/
Public Works Department	do.		...10/
Military Department	do.		...10/

dup 19/

Judicial.

Honorable the Judges of the High Court, for information and for communication to Subordinate Officers					...5/
Inspector-General of Madras Police	do.		do.		3/
Inspector-General of Jails	do.		do.		3/
Magistrates of the Town Police Court					...1/
Do. of the Egmore Police Court					...1/
Judges of the Madras Court of Small Causes					...1/
Advocate-General					...1/
Government Solicitor					...1/
Administrator-General					...1/
Coroner of Madras					...1/
Inspector-General of Registration					...1/

dup 23/

Commissioner of Police

Public.

Surgeon-General, Indian Medical Department, for information and for communication to Subordinate Officers					...3/
Sanitary Commissioner					...3
Health Officer					...1/
Committee for the Examination of Assistants					...1/
Private Secretary to His Excellency the Governor					...1/
Government Astronomer					...1/
Superintendent, Government Central Museum					...1/
Chemical Examiner					...1/
Superintendent of Stationery					...1/
Supervisor of the Government Press					...1/
Protector of Emigrants					...6/
Tamil Translator to Government					...1/
Teloogoo do. to do.					...1/
Malayalim do. to do.					...1/
Canarese do. to do.					...1/
Hindustani do. to do.					...1/
Postmaster-General					...
Superintendent, Electric Telegraphs					...
Examiner of Medical Accounts					...1/

dup 24/

Political.

Resident in Travancore and Cochin					...6/
Government Agent at Chepauk					...1/
Government Agent at Tanjore					...1/
Political Agent at Poodoocottah					...1/
Collector in charge of the Special Agent's Department at Cuddalore					...1/
Officer in charge of the Stipend Pay Office at Vellore					...1/

Ecclesiastical.

The Right Reverend the Bishop of Madras					...6/
Venerable Archdeacon of Madras					...1/
Senior Chaplain of the Church of Scotland					...6/

dup 25/

O. S. G. P.—No. 638 C. F.—17-12-73.—250.

Marine	Master Attendant, Madras, for information and for communication to Subordinate Officers...	1
Financial	Accountant-General...	1
	Commissioner of Paper Currency...	1
Educational.	Director of Public Instruction	13
	Commissioner for the Uncovenanted Civil Service Examinations	1

Heads of all Departments as per annexed list

O. S. G. P.—No. 638 C. F.—17-12-73.

9d

Govt. of Madras. 1874

Financial.

To
The Revenue Dept.

3·5

Dated Jan.y 8
Rec.d

Rev.d

G.O. 8 Jan.y 1874. No. 29.

Nos. 41. 42.

Contingent Bills - Rest.d Govt. of India prescribing a revised form of disbursing Officer's Certificate to be attached to Contingent Bills, Comm.d to all Depts.

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x Cost of all Departments as per annexed List.

O. S. G. P.—No. 638 C. P.—17-12-73