

[illegible]

Financial (1898) Department.

ORDINARY PRINTED.

G.O., No. 504

DATED 14-7-86

RECEIVED

16/17

[Despatch Abstract.]

Contract Contingencies

that in future every charge for articles of furniture
clocks & other permanent articles for the
under — should be supported by a certificate
signed by the head of the dept showing the
date of last supply & explaining the necessity
for the renewed supply, or in the case of a new
supply being required, the reason for the same, &
requesting the H. of C. to report & point out any cases in which
he considers the head of dept to have not exercised
sufficient supervision in the matter.

BACK PAPERS.

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

FURTHER PAPERS.

G.O. <i>Cus</i>	No.	Department.	Date.	G.O.	No.	Department.	Date.
3792/98							
3838/00							

Government {1898} of Madras. FINANCIAL.

Recd.

Regd.

1898.

Enclosures

Spare copies

G.O., No. 604, 14th July 1898.

JULY.

Contract Contingencies.

Stating, with remarks, that in future every charge for articles of furniture, clocks and other permanent articles falling under — should be supported by a certificate signed by the head of the department showing the date of last supply and explaining the necessity for the renewed supply, or in the case of a new supply being required, the reason for the same; and requesting the Accountant-General to report to Government any cases in which he considers heads of departments have not exercised sufficient supervision in the matter.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—again the following paper:—

G.O., No. 991, Financial, dated 30th November 1897.

Order—No. 991, Financial, dated 30th November 1897.

3. The suggestion in paragraph 14 of the same letter that definite, or at least maximum, rates should be prescribed for certain classes of *regular contingencies* commends itself to Government. It is also desirable that rules should be laid down as to the minimum period within which articles of furniture, clocks, fixtures, and other items falling under *contract contingencies* may be renewed in public offices and that the date of last purchase or of renewal should be stated opposite each item in the contingent bill.

4. The Accountant-General will be requested to consult the heads of departments concerned on these points and submit for approval a consolidated circular giving effect to the suggestions made, and bringing into operation the revised scheme of recording and auditing contingencies as now approved. Any representations made by heads of departments with which the Accountant-General does not agree should be reported for the orders of the administrative department of the Secretariat concerned.

READ—also the following paper:—

From the Accountant-General, Madras, dated 7th May 1898, No. 1752.

ORDER—No. 604, Financial, dated 14th July 1898.

In paragraphs 3 and 4 of G.O., No. 991, Financial, dated 30th November 1897, the Accountant-General was requested to consult heads of departments as to the rules which should be laid down with reference to the minimum period within which the renewal in public offices of articles of furniture, clocks, fixtures and other permanent articles falling under contract contingencies should be permitted. With his letter read him on the subject and as these replies exhibit considerable difference of opinion he solicits the orders of Government in the matter.

2. The Government considers that it will suffice if in future every charge for the articles mentioned above is supported by a certificate signed by the head of the department showing the date of last supply, and explaining shortly the necessity for the renewed supply, or in the case of a new supply being required, *e.g.*, on increase of establishments, the reason for the same. It will be for the Accountant-General to report to Government any cases in which he considers heads of departments have not exercised sufficient supervision in the matter.

(True Extract.)

G. STOKES,
Chief Secretary.

To the Accountant-General.
" the Departments of the Secretariat.
" all Heads of Departments under the Chief Secretary.

NOTES CONNECTED WITH G.O., No. 604, FINANCIAL, DATED
14TH JULY 1898.

[SUBJECT.—Minimum period for the renewal of articles of furniture, clocks, fixtures, etc., in public offices.]

Previous paper.

G.O., 991, Financial, 30th November 1897.

FINANCIAL DEPARTMENT.

Letter—from T. HESKETH BIGGS, Esq., Accountant-General.
To—the Chief Secretary to Government.
Dated—the 7th May 1898.
No.—1752.

With reference to paragraph 3 of G.O., No. 991, Financial, dated the 30th of November 1897, I have the honour to report that all heads of departments have been addressed as regards the fixing of the minimum period within which articles of furniture, clocks, fixtures, etc., should

be renewed in public offices. Their replies* herewith enclosed show considerable difference of opinion in the matter and I therefore submit their replies for the orders of Government.

Have these replies to the Accountant-General's circular tabulated neatly. . . . Enter a column for your suggestions and a column for remarks of the Chief Secretary and the Honourable Members.

C. M. SCHMIDT—10-5-98.

In paragraph 3 of G.O., No. 991, Financial, dated 30th November 1897, it was proposed that rules should be laid down as to the minimum period within which articles of furniture, clocks, fixtures and other items falling under *contract contingencies* may be renewed in public offices and that the date of last purchase or of renewal should be stated opposite each item in the contingent bill.

2. In paragraph 4, the Accountant-General was asked to consult heads of departments on the subject, and he now submits to Government the replies received, as they exhibit considerable difference of opinion in the matter.

† Not printed.

3. A tabular statement is appended† showing the minimum periods specified by the several heads of departments.

4. It is evident that, in such cases, the presumption is (article 79, Civil Account Code) that Government officers exercise the same vigilance in respect to these petty charges as they do in spending their own money, that before purchasing the articles they satisfy themselves that they are well worth the Government money they spend on them, that they are durable, sound, substantial, suitable for their departmental requirements, etc., that the best articles of each kind are purchased and that they are properly taken care of and subjected to no more than ordinary wear and tear and kept in good repair. If these conditions are satisfied there can be no difficulty in fixing approximately the period during which the articles may be expected to be serviceable:—

G. STOKES—8-7-08.
H. W. B[LISS].

5. It must be admitted that there is some truth in the remarks of the heads of departments named below, but the arguments used are not sound:—

(a) *Inspector-General of Jails*.—"Such a list as the above appears to me to be very nearly useless because the quality and lasting power of a chair, table or clock may vary indefinitely."

(b) *Surgeon-General*.—"The experience obtained from the observance of 'wear and tear' of such articles shows that the period varies within wide limits and so much depends on the original quality and workmanship of articles of this nature that the length of time they last has been found to vary immensely."

(c) *Superintendent, Civil Veterinary Department.*—"No opinion can be given, as so much depends on the quality of the articles furnished and also the amounts and hardness of wear to which they are subjected."

(d) *Superintendent, Archaeological Survey.*—"The period, during which such articles may be expected to last, depends largely in the first instance on the quality of the material used and the workmanship employed. Judicious repairs, before any obvious defect became too pronounced, would largely lengthen their existence. A good English clock might be expected with occasional repairs and excepting accidents, to last almost indefinitely. A cheap American clock would probably be worn out in two years. Mr. Rea indicates clearly what ought to be done and it is precisely with the object of ensuring that the necessary precautions are in all cases taken by heads of departments, that it is advisable to fix limits of time, before which renewals should not be allowed."

A. M. CHINNASWAMI MUDALIYAR—25-5-98.

It is submitted that some of the remarks of heads of departments extracted above are to the point. In addition to what is said there, it is to be remembered that the lasting power of furniture depends considerably on climate and on the variations in climate. It is however a fact that in the matter of stationery, the stationery rules lay down a distinct scale for certain articles, thus a penknife is expected to last for four years, a pair of scissors for five years, a slate for five years, hones and strops for eight years whilst ink stands, rulers, ink bottles and wooden flats are supposed to last for ten years. The lasting powers of some of these articles are equally affected by climate and by the causes detailed above. The statement attached to the note has not been gone into minutely with reference to the proposals made therein as it is thought that it will suffice if Government directs that no charges for articles of furniture, clocks and other permanent articles falling under contract contingencies shall be admitted by the Accountant-General without a certificate from the head of the department showing the date of last supply or, in case of a new supply being necessitated, e.g., in the case of addition to establishments, the reason for the supply. The Accountant-General may be left to report to Government cases in which he considers the supply has been unnecessary.

G.S.—8-7-98.

G.S.—8-7-98.

* Not printed.

and explaining the necessity for the new supply.

G.S.—8-7-98.

H. W. B[LISS]—9-7-98.

C. M. SCHMIDT—8-7-98.

G. STOKES—8-7-98.

H. W. B[LISS]—9-7-98.

A. T. A[RUNDEL]—11-7-98.

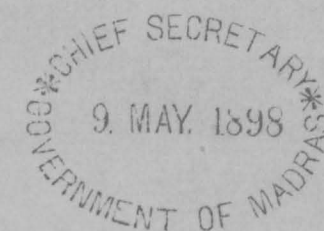
Issue.

G.S.—14-7-98.

[G.O., No. 604, Financial, dated 14th July 1898.]

Financial (1898) Department.

CURRENT No. 1353



BC

Have this up to also
Circular tabulated neatly - Do
not use paper of larger size than

Double this docket - Enter a

Column for your suggestions +

a column for remarks of C.S. & others.
Order

Cms
to 5-98

From The Accountant General
Madras

No. 1752

Dated 7 May 1898.

Received

Registered

Enclosures 1. File

Spare copies -

SUBJECT.

Submitting for the orders of
govt. certain papers regarding
the fixing of the minimum
period within which
articles of furniture, clock
fixtures &c should be renewed
in public offices.

BACK PAPERS.

G.O.	No.	Department.	Date.
991	30. 11.	97	

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Treasury Accountant-GENERAL DEPARTMENT.

Current No. 1353

FORT ST. GEORGE,

Accountant-General's Office

7th May 1898

No. 1752

From

T. Hesketh Biggs Esq.

ACCOUNTANT-GENERAL TO THE

To

GOVERNMENT OF MADRAS,

THE

Chief Secretary to Government,

Financial Department.

SIR,

Enclosure. 21.

A

With reference to para 3 of Government Order No 991 Financial, dated the 30th of November 1897, I have the honour to report that all Heads of Departments have been addressed as regards the fixing of the minimum period within which articles of furniture clocks, fixtures &c. should be renewed in public offices. Their replies herewith enclosed, show considerable difference of opinion in the matter and I therefore submit their replies for

to be returned

for the orders of Government.

I have the honour to be
Sir,

Yours most obedient servant,

W. M. Y.
Accountant-General.

Note Commenced on 10th Dec 1898
C. 9.7.98
R 12.7.98

[Subject -]

The Hon'ble Sir Henry Bliss. K.C.
The Hon'ble Mr. Curzon.

Minimum period for the renewal
of articles of furniture, clocks,
fixtures, etc., in public offices.

Print
[X not printed]

Financial Department

C.No.1353

FOR ORDERS

In para 3 of G.O.No.991 Finl.
d/ 30-11-97, it was ~~stated~~ ^{proposed} that rules
should be laid down as to the minimum
period within which articles of
furniture, clocks, fixtures and other
items falling under contract contin-
gencies may be renewed in public offices
and that the date of last purchase or
of renewal should be stated opposite
each item in the contingent bill.

In para 4, the Acct.Genl. was
asked to consult heads of depts. on
the subject, and he now submits to
Govt. in original the replies receiv-
ed, as they exhibit considerable
difference of opinion in the matter.

A tabular statement ^(X) is append-
ed showing the minimum periods
specified by the several heads of
depts., with a column for H.Ms' orders.

It is evident that in such
cases, the presumption is (Art. 79 C.
A.C) that Govt. offices exercise the
same vigilance in respect to these petty
charges as they do in spending their
own money, that before purchasing the
articles they satisfy themselves that
they are well worth the Govt. money
they spend on them, that they are
durable, sound, substantial, suitable

attached to the note has not been gone into minutely with reference to the proposals made therein as it is thought that it will suffice if Govt. directs that no charges for articles of furniture, clocks and other permanent articles falling under contract contingencies shall be admitted by the Acct. Genl. without a certificate from the Head of the Dept: showing the date of last supply ^a or in case of new supply being necessitated e.g. in the case of addition to establishments ~~the~~ the reason for the supply. The Acct. Genl. may be left to report to Govt. cases in which he considers the supply has been unnecessary.

Draft is accordingly submitted.

Chris
817 698

St. Bl[iss] 9.7.98

11. 7.7.8

Downy Cow
of
Article

B.2. of *Chusquea*,
Separa to *Parana*

Madras Society.
Snoke. - General

High Court
Breeds - Punct

Indis-Genius
Police

Director of
Public Instruction

Surgeon-General

Linnaeus Period of Renewal (in T. 1)

Statement showing the Miniman

Guerra

1/2

Years

Three

original
Repands on the quality, and the amount and hardness of steel

Hill & Newman
Publishers
New York
editors -

depends on the original quality, workmanship and the amount of wear & tear.

[illegible]

* with
occasional
spans
should not
be
viewed as a fixed interval.

as soon
as a later
edition
is issued

Two PS

Submitted for approval

Printed from Press 9.4.8
Printed 9.4.8

5m
8/14/10

NOTES CONNECTED WITH G.O., No. 604, FINANCIAL, DATED 14TH JULY 1898.

[SUBJECT.—Minimum period for the renewal of articles of furniture, clocks, fixtures, etc., in public offices.]

Previous paper.

G.O., 991, Financial, 30th November 1897.

T. H. K. B. Biggs Secy

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To—the Chief Secretary to Government.
Dated—the 7th May 1898.
No.—1752.

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* To be returned.

of opinion in the matter and I therefore submit their replies for the orders of Government.

Financial department

B.C.—Have these replies to the Accountant-General's circular tabulated neatly . . . Enter a column for your suggestions and a column for remarks of Chief Secretary and Honourable Members.

C. M. SCHMIDT—10-5-98.

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4. It is evident that, in such cases, the presumption is (article 79, Civil Account Code) that Government officers exercise the same vigilance in respect to these petty charges as they do in spending their own money, that before purchasing the articles they satisfy themselves that they are well worth the Government money they spend on them, that they are durable, sound, substantial, suitable for their departmental requirements, etc., that the best articles of each kind are purchased and that they are properly taken care of and subjected to no more than ordinary wear and tear and kept in good repair. If these conditions are satisfied there can be no difficulty in fixing approximately the period during which the articles may be expected to be serviceable:—

I do not think it follows at all. It is, I think, useless laying down rules in these matters and the arrangement proposed at the end of the note is much better. It is often difficult, however, to say when a particular article was supplied. This might be obviated by requiring the date of supply to be marked on it which in most cases can be easily done.

G. STOKES—8-7-08.
H. W. B[Liss].

4. It must be admitted that there is some truth in the remarks of the heads of departments named below, but the arguments used are not sound:—
(a) Inspector-General of Jails.—Such a list as the above appears to me to be very nearly useless because the quality and lasting power of a chair, table or clock may vary indefinitely.
(b) Surgeon-General.—The experience obtained from the observance of "wear and tear" of such articles shows that the period varies within wide limits and so much depends on the original quality and workmanship of articles of this nature that the length of time they last has been found to vary immensely.
(c) Superintendent, Civil Veterinary Department.—No opinion can be given, as so much depends on the quality of the articles furnished and also the amounts and hardness of wear to which they are subjected.
(d) Superintendent, Archaeological Survey.—The period, during which such articles may be expected to last, depends largely in the first instance on the quality of the material used and the workmanship employed. Judicious repairs, before any obvious defect became too pronounced, would largely lengthen their existence. A good English clock might be expected with occasional repairs and excepting accidents, to last almost indefinitely. A cheap American clock would probably be worn out in two years. Mr. Rea indicates clearly what ought to be done and it is precisely with the object of ensuring that the necessary precautions are in all cases taken by heads of departments, that it is advisable to fix limits of time, before which renewals should not be allowed.

A.M.C.—25-5-98.

Amman B. B. B.

K.W. 604, FINANCIAL, 14TH JULY 1898.

It is submitted that some of the remarks of heads of departments extracted above are to the point. In addition to what is said there, it is to be remembered that the lasting power of furniture depends considerably on climate and on the variations in climate. It is however a fact that in the matter of stationery, the stationery rules lay down a distinct scale for certain articles, thus a penknife is expected to last for four years, a pair of scissors for five years, a slate for five years, hones and strops eight years whilst ink stands, rulers, ink bottles and wooden flats are supposed to last for ten years. The lasting powers of some of these articles are equally affected by climate and by the causes detailed above. The statement attached to the note has not been gone into minutely with reference to the proposals made therein as it is thought that it will suffice if Government directs that no charges for articles of furniture, clocks and other permanent articles falling under contract contingencies shall be admitted by the Accountant-General without a certificate from the head of the department showing the date of last supply or, in case of a new supply being necessitated, e.g., in the case of addition to establishments, the reason for the supply. The Accountant-General may be left to report to Government cases in which he considers the supply has been unnecessary.

G.S.—8-7-98.

The result is that if the particular article, say a penknife, lasts longer than the prescribed time it is made away with and a new one obtained.

G.S.—8-7-98.

* Not printed.

And explaining the necessity for the new supply

G.S.—8-7-98.

H.W.B[LISS]—9-7-98.

Draft is accordingly submitted.
C. M. SCHMIDT—8-7-98.

G. STOKES—8-7-98.
H. W. B[LISS]—9-7-98.
A. T. A[RUNDEL]—11-7-98.

Issue.

G.S.—14-7-98.

[G.O., No. 604, Financial, dated 14th July 1898.]

Clear proof sub? for approval.

by h.
2508.

Pres

Shike 20 copies please

Ex.
67/908

Thomas

[**SUBJECT.**—Minimum period for the renewal of articles of furniture, clocks, fixtures, etc., in public offices.]

In paragraph 4, the Accountant-General was asked to consult heads of departments on the subject, and he now submits to Government in original the replies received, as they exhibit considerable difference of opinion in the matter.

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G. STOKES—8-7-08.
H. B[LISS].

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— *Assistant Civil Veterinary Department.*—No opinion can be given, as so much depends on the quality of the materials and the hardness of wear to which they are subjected.

(c) *Superintendent, Civil Veterinary Department.*—No opinion can be given, as so much depends on the quality of the articles furnished and also the amounts and hardness of wear to which they are subjected.

(d) Superintendent, *Archæological Survey*.—The period, during which such articles may be expected to last, depends largely in the first instance on the quality of the material used and the workmanship employed. Judicious repairs, before any obvious defect became too pronounced, would largely lengthen their existence. A good English clock might be expected with occasional repairs and excepting accidents, to last almost indefinitely. A cheap American clock would probably be worn out in two years. Mr. Rea indicates clearly what ought to be done and it is precisely with the object of ensuring that the necessary precautions are in all cases taken by heads of departments, that it is advisable to fix limits of time, before which renewals should not be allowed.

A.C.—25-5-98.

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G.S.—8-7-98.

The result is that if the particular article, say a penknife, lasts longer than the prescribed time it is made away with and a new one obtained.

G.S.—8-7-98

by the causes detailed above. The statement attached to the note is minutely with reference to the proposals made therein as it is thought that it will suffice if Government directs that no charges for articles of furniture, clocks and other permanent articles

Lett. d'Ami - from the A. G. ~~the~~
 To - the Chief hunting to you
 Dated - the 7th May '98
 No - 1752

Cross Have Print this ^{letter} from the original which is here with I sent

Previous
papers
for 991 Tuel,
30.11.97

2
K.W. 604, FINANCIAL, 14TH JULY 1898.

falling under contract contingencies shall be admitted by the Accountant-General without a certificate from the head of the department showing the date of last supply and explaining the necessity for the new supply, or, in case of a new supply being necessitated, e.g., in the case of addition to establishments, the reason for the supply. The Accountant-General may be left

G.S.—8-7-98.

H.B.—9-7-98.

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C. M. SCHMIDT—8-7-98.

G. STOKES—8-7-98.

H. B[LISS]—9-7-98.

A. T. A[RUNDEL]—11-7-98.

[G.O., No. 604, Financial, dated 14th July 1898.]

Issue

G. S. 14-7-1898

W. Thomas

First copy

Returned

Despatch

READ AG

Read again G.O.No. 991 Finl., d/30th
November 1897 (paras 3
& 4)

" also C.No.1353-2

ORDER No 604. d/14th July 1898
PS

In paragraphs 3 and 4 of G.O.
No.991 Finl., d/30th Novr. 1897, the
Acct. Genl. was requested to consult
Heads of Depts. as to the rules which
should be laid down with reference to
the minimum period within which articles
of furniture, clocks, fixtures and other
permanent articles falling under con-
tract contingencies ~~should be permitted~~
~~minimum~~. With his letter read
above the A.G. submits the replies re-
ceived ~~was~~ to the circular issued by
him on the subject, and as these replies
exhibit considerable difference of opi-
nion he solicits the orders of Govt. in
the matter.

2. The Govt. considers that it will
suffice if in future every charge for
the articles mentioned above is support-
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of the Dept. showing the date of last
supply, or in ^{the} case of a new supply being
required, e.g. on increase of establish-
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for the Acct. Genl. to report to Govt.
any cases in which he considers heads of
Depts.

and explaining that the money is
the unused supply

Depts. have not exercised sufficient supervision in the matter.

Cut.
7.7.98

1/8/7/98.

To

The Acct. Genl.

" Depts. of Sectt.

All Heads of Depts. under
the Chief Secretary.

(with annex)

desp'd 3/8/98

First copy sent to Press. 16/7

Returned for signature.

Despatched in print.

READ AGAIN G.O. No.
159

DATED

CURRENT No.

As marked -

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT.

AGREEMENT WITH DITO.

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

N.B. -

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B = Not to be printed.
P = Print abstract only.
Q = Print heading only.

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