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Government of Madras

HOME (MISCELLANEOUS) DEPARTMENT

G.O. No. 1317, 20th August 1920

Census, 1921

Financial arrangements

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Government of Madras

HOME (MISCELLANEOUS) DEPARTMENT

G.O. No. 1317, 20th August 1920

Census, 1921

Financial arrangements

READ—the following papers :—

I

Letter—from G. T. BOAG, Esq., I.C.S., Superintendent of Census Operations, Madras.

To—the Secretary to Government, Home (Miscellaneous) Department (through the Accountant-General).

Dated—Madras, the 6th July 1920.

No.—198.

I have the honour to address Government on the financial arrangements connected with the census of 1921.

2. The accounts will be maintained in accordance with the principles laid down in the resolution of the Government of India, Finance Department (Accounts and Finance Adjustments, etc.), No. 139-A, dated 20th February 1920, recorded in G.O. No. 610, Home (Miscellaneous), dated 10th March 1920, and in consultation with the Census Commissioner for India. I enclose a copy of instructions issued by the Accountant-General, Madras, to all treasury officers regarding the classification of expenditure. I am asking Collectors by a separate circular, of which I enclose a copy, to send me monthly a statement showing their expenditure on account of the census for verification with the figures in the Accountant-General's office. I now request that the Government will be pleased to issue orders on the following matters so that a uniform procedure may be followed in all districts from the outset.

3 All charges in the districts will fall under one or other of the following heads :—

Enumeration.

- (1) Temporary establishment in district offices.
- (2) Remuneration of census officers.
- (3) Travelling allowance of census officers.
- (4) Contingencies—
 - (a) Local purchase of stationery.
 - (b) Postage.
 - (c) House-numbering.
 - (d) Freight.
 - (e) Miscellaneous.
- (5) Printing, etc., charges.
- (6) Acting allowance of officers in non-census offices—
 - (i) Officers.
 - (ii) Establishment.

4. *Temporary establishment in district offices.*—Half the charges incurred by the Madras Corporation on account of temporary establishment were included under this item in 1911 as was the pay of certain additional establishment entertained in the Agency tracts of Vizagapatam and Godavari districts. I expect that a similar temporary establishment will have to be entertained in the Agency tracts and also in Madras City this year. Such charges will be debited to this head, unless the establishment is employed entirely on actual enumeration, in which case the charge will be debited to (2).

5. *Remuneration of census officers.*—The charge superintendents will almost invariably be Government officials, and except in very special cases where local men are not available, non-official supervisors and enumerators are expected to render their services gratuitously. In 1911 a sum of Rs. 2,600 was debited to this head. It is probable that in the Agency tracts and a few other hilly localities paid enumerators will have again to be employed owing to the impossibility of getting local men of suitable qualifications. Such expenditure will be debited to this head of account; as will also payments made to enumerators in Madras City.

6. *Travelling allowance of census officers.*—The procedure adopted in 1901 (G.Os. No. 597, dated 19th June 1900, and No. 258, dated 27th March 1901), in regard to the debit of travelling allowance was followed in 1911 as directed in G.O. No. 2818, Revenue, dated 25th August 1910, viz.:—

(1) In the case of Government officials employed on census duty the allowance was debited to the head of account to which their salaries are ordinarily debited.

(2) The travelling allowance of local fund servants employed on census duty was debited to local funds.

(3) In the case of others the amount actually expended was disbursed subject to a maximum of 4 annas a day for supervisors and 6 annas for charge superintendents. The expenditure under this item alone was charged to the census.

In 1911 a sum of Rs. 5,508 was incurred on account of travelling allowance of census officers. Several cases were sent up by Collectors who recommended that actual expenses in excess of the maximum prescribed should be paid to certain non-official supervisors. These cases were submitted to Government for sanction—see G.Os. Nos. 45, Financial, dated 30th January 1911, 806, Revenue, dated 20th March 1911, Mis. 1613, Revenue, dated 30th May 1911, 623, Financial, dated 1st December 1911, Mis. 1568, dated 25th May 1912, Mis. 2210, dated 23rd July 1912, Mis. 3284, Revenue, dated 4th November 1912, and Mis. 3796, Revenue, dated 19th December 1912.

I request that the Government will be pleased to sanction the same procedure for this census—with the exception that the maximum rates of daily allowance should be fixed at 8 annas for supervisors and 12 annas for charge superintendents. Supervisors will ordinarily be men of the standing of revenue inspectors or subordinate clerks; and a daily allowance of 8 annas prescribed in the Civil Service Regulations for officers drawing from Rs. 37-8-0 to Rs. 50 is not an extravagant allowance for such men. Charge superintendents will only in very rare cases be non-officials and for any non-official appointed to the post a daily allowance of 12 annas will certainly not be too much.

7. *Local purchase of stationery and house-numbering.*—In 1901 and 1911, the Government sanctioned the debit to local funds of expenditure incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc.—vide G.Os. Nos. 576, dated 4th July 1901, and 2818, Revenue, dated 25th August 1910. I have just received G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, authorizing the same procedure.

8. *Printing, etc., charges.*—In 1911 most of the circle lists were printed at the Collectorate Presses and only Rs. 5,700 was debited to the census for the printing of circle lists in seven districts. Collectorate Presses having generally been abolished, the circle lists must be printed either at the Government Press, Madras, or at private presses. This charge will be debited to this head.

9. *Acting allowance of officers.*—As in 1911, I propose to obtain from the heads of offices from which officials have been lent for census duty, information regarding acting allowances incurred in the chain of promotions due to their deputation, and also the allowances paid to any persons without substantive Government appointments who are temporarily appointed to the lowest grade in the chain.

10. *Mufassal municipalities, cantonments and railways.*—(a) I enclose extracts from the Imperial Code of Census Procedure issued by the Census Commissioner for India regarding census charges in municipalities and expenses on railway census.

(b) *Mufassal municipalities.*—In 1911 the Government directed in G.Os. Nos. 3881 and 3882, dated 8th December 1910, that mufassal municipalities should be supplied free of cost including carriage from the press with enumeration forms but that they should defray all other expenses in connexion with the actual enumeration and should also contribute towards the cost of abstraction and compilation at the rate of three months' salary of one abstracting clerk for every 10,000 of the population. In return for this payment the tabulated registers were made over to the municipalities for preservation. I have just received G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, sanctioning the same procedure.

(c) *Railways.*—The necessary forms will be supplied by Government. The agency employed will consist chiefly of officials attached to the railway, who will not ordinarily receive any special remuneration for their services. Government will bear charges in connexion with the compilation of the results.

The Government of India's rules for the census of cantonments and of troops on the march are awaited.

11. *Charges in Madras City.*—In 1911 one-half of the total cost of the census operations was borne by the Corporation and the other half was met from Imperial funds. I have just learnt that Government have been pleased to pass similar orders in G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920.

12. I request the favour of very early orders on this letter so that Collectors may from the outset be able to keep their accounts correctly.

ENCLOSURES

(1)

Letter—from the Accountant-General, Madras.

To—all Treasury Officers.

Dated—the 25th June 1920.

No.—T.M. 23-A/103.

I have the honour to issue the following instructions for the classification of expenditure in connexion with the forthcoming census:—

(1) The charges should be exhibited under the various detailed heads given in letter No. Ac. 688/8-20 of the Comptroller and Auditor-General, Delhi, dated 20th March 1920, a copy of which is enclosed for reference.

(2) The salaries of Government officers deputed to census work should continue to be debited to the head or heads of account to which they were taken before the deputation. Extra charges such as deputation allowance to the deputed officers, acting allowances consequent on the chain of promotion due to the deputations and the allowances of persons, if any, without substantive Government appointments who are temporarily appointed to the lowest grade in the chain are to be taken as census charges and debited to 'census'.

(3) Travelling allowance of the Provincial Superintendent and of any officials specially appointed under him, such as personal assistant, travelling inspector or the like are to be taken to the head 'census'. For other officials, the classification of travelling allowances will as usual follow that of salary.

(4) Postage charges incurred in district and other offices for transmission of census forms are chargeable to 'census' but those incurred on correspondence, even though it may be on census matters will be charged as contingent expenditure of the officer conducting it.

(5) Charges for all telegrams sent on census business by officers other than special census officers should not be debited to 'census' but treated as contingent charges of the officer concerned.

(6) Sale-proceeds of articles bought for census purposes the cost of which was debited to the 'census' grant should be credited as an abatement of charge under the head which was originally debited.

(7) Charges for stationery and for printing work in Government Presses for the census are to be considered as census expenditure and are not to be taken to '30. Stationery and Printing'.

(8) All charges debitable to census should be billed for separately and should not be mixed up with charges debitable to other heads of account.

Exception:—The salaries and deputation allowances of officers deputed to census work and the salaries and the extra acting allowances of officers given in consequence of such deputations need not, however, be separately drawn though they must be entered separately and described clearly in the bill to secure proper classification.

(9) In all census establishment bills the substantive appointments of officers deputed to the work should be stated.

(10) In all bills of non-census establishments of which any member has been deputed to census work, the name of the deputed officer should be entered with remark in red ink 'deputed on census duty' against it and the absentee statements should clearly show the chain of arrangements in consequence.

(11) All census contingent expenditure bills should be countersigned by the Provincial Superintendent.

(12) Further instructions will be issued later on regarding the procedure to be observed during the second year of the census, viz., 1921-22.

2. I request that these instructions may be carefully followed as the Government of India attach importance to the correct classification of all expenditure and to an uniformity of practice throughout.

3. The Superintendent of Census Operations, Madras, has also been addressed for issuing necessary instructions to the district officers.

(2)

Letter—from the Comptroller and Auditor-General, Delhi.

To—the Accountant-General, Madras.

Dated—the 26th March 1920.

No.—Ac. 688/8-20.

I have the honour to invite your attention to Government of India, Finance Department, resolution No. 139-A., dated the 20th February 1920, regarding the classification of the ensuing census charges in the accounts, and to state that the following account heads should be opened in your books for the record of the above charges under the head '26-B. Scientific and Miscellaneous Departments—census'. No new heads should be opened without the approval of this office.

I. SUPERINTENDENCE.

Salaries.

- (1) Deputation allowance of officers deputed to census duty.

Establishment.

- (1) Pay of men without substantive appointment.
- (2) Deputation allowance of men deputed to census duty.

Travelling allowance.

- (1) Travelling allowance of officers and establishment.

Contingencies.

- (1) Office rent.
- (2) Purchase and repair of furniture.
- (3) Local purchase of stationery.
- (4) Postage and telegram charges.
- (5) Freight.
- (6) Miscellaneous.

II. ENUMERATION.

District establishment.

- (1) Temporary establishment in district offices.
- (2) Remuneration of census officers.
- (3) Travelling allowance.

Contingencies.

- (1) Local purchase of stationery.
- (2) Postage and telegram charges.
- (3) House-numbering charges.
- (4) Freight.
- (5) Miscellaneous.

III. ABSTRACTION AND COMPILATION.

Establishment.

- (1) Pay of men without substantive appointment.
- (2) Deputation allowance of men deputed to census duty.
- (3) Travelling allowance.

Contingencies.

- (1) Office rent.
- (2) Purchase and repair of furniture.
- (3) Local purchase of stationery.
- (4) Postage and telegram charges.
- (5) Freight.
- (6) Miscellaneous.

IV. PRINTING AND OTHER STATIONERY CHARGES.

- (1) Cost of stationery (including paper) supplied from central stores.
- (2) Carriage of stationery.

Printing.

- (1) At Government Presses.
- (2) At private presses.

Despatching charges.

- (1) Postage.
- (2) Other charges.

V. MISCELLANEOUS.

Acting allowance of officers in non-census offices.

- (1) Officers.
- (2) Establishment.

(3)

Letter—from G. T. Boag, Esq., I.C.S., Superintendent of Census Operations, Madras.

To—all Collectors.

Dated—Fort St. George, the 5th July 1920.

No.—Cir. 9.

I have the honour to invite reference to letter No. T.M. 23-A-103, dated 25th June 1920, addressed to all treasury officers by the Accountant-General, Madras, regarding the classification of expenditure for the census of 1921, and to ask that the instructions contained therein may be strictly attended to by all the officers concerned. The several heads of account are detailed in the letter of the Comptroller and Auditor-General No. A.C. 688/8-20, dated 20th March 1920, appended to the Accountant-General's letter. All charges in the districts will fall under 'enumeration'. I am addressing Government to issue orders for the present census similar to those contained in G.O. No. 2818, Revenue, dated 25th August 1910. In the meanwhile the procedure adopted in 1910 may be followed on this occasion also. In this connexion the attention of the tahsildars, deputy tahsildars and presidents of district and taluk boards may be drawn to the fact that charges incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc., are debitable to local funds as in 1911. In municipalities all such contingent expenditure in connexion with the actual enumeration should be met by the municipalities concerned.

2. The Government of India have ordered the maintenance of an account showing the whole cost of the census operations. For this purpose the additional expenditure incurred on account of the census operations is required. The extra charges such as deputation allowances, acting allowances consequent on chains of promotions due to deputations, and the allowances of persons without substantive Government appointments who are temporarily appointed to the lowest grade in the chain are wanted for the maintenance of this account. If any official has been deputed to census duty in your district, a statement (in the absentee statement form) showing for each month the acting allowances paid, consequent on the chain of promotions due to such deputation should be sent to me not later than 10th of the following month. Another statement in the following form showing the expenditure in your district under enumeration should be sent to me monthly on or before the 10th:—

ENUMERATION.

District establishments.

- | | |
|---|--------------------------------------|
| (1) Temporary establishment in district | (2) Remuneration of census officers. |
| (3) Travelling allowance. | |

Contingencies.

- | | |
|-----------------------------------|--------------------|
| (1) Local purchase of stationery. | (4) Freight. |
| (2) Postage and telegram charges. | (5) Miscellaneous. |
| (3) House-numbering charges. | |

Printing and other stationery charges.

- | | |
|-------------------------|-----------------------------|
| (1) Cost of stationery. | (2) Carriage of stationery. |
|-------------------------|-----------------------------|

Printing.

- | | |
|----------------------------|-------------------------|
| (1) At Government Presses. | (2) At private presses. |
|----------------------------|-------------------------|

Despatching charges.

- | | |
|--------------|--------------------|
| (1) Postage. | (2) Other charges. |
|--------------|--------------------|

The above statements should be sent through the Accountant-General, Madras. To avoid complexity in the maintenance of accounts, I request that the treasury officers may be instructed to scrutinize the figures in the statements carefully with reference to the instructions contained in the Accountant-General's letter before transmission to him.

(4)

Copy of article 10, Imperial Census Code, Chapter II.

Census charges in municipalities.—On the last occasion the orders regarding the cost of census operations in municipalities were published in the Government of India, Home Department, resolution No. 254-270 of the 16th August 1910. Local Governments have been requested to issue the necessary orders under section 14 of the Census Act on the lines of the resolution mentioned above (vide Department of Education letter No. 39, dated the 22nd April 1920).

J. T. MARTEN,
Census Commissioner for India.

(5)

Copy of article 12, Appendix I—Census of railways.

12. *Expenses.*—The necessary forms will be supplied by Government. The agency employed will consist chiefly of officials attached to the railway, who will not ordinarily receive any special remuneration for their services. Government will bear all charges in connexion with the compilation of the results.

II

Endorsement No. 3430-1, Home (Miscellaneous), dated 12th July 1920.

Referred to the Accountant-General for remarks.

(By order)

W. S. BROWN,
Under Secretary to Government.

To the Accountant-General, Madras.

III

Letter—from the Accountant-General, Madras.

To—the Secretary to Government, Home (Miscellaneous) Department.

Dated—Fort St. George, the 21st July 1920.

No.—T.M. 23-A-1/10552.

In returning herewith letter No. 198, dated the 6th July 1920, from the Superintendent of Census Operations, Madras, forwarded to this office for remarks with your endorsement No. 3430-1, Home (Miscellaneous), dated 12th July 1920, regarding the financial arrangements connected with the census of 1921, I have the honour to state that there is no audit objection to the proposals of the Superintendent being sanctioned by Government in the Financial Department.

Order—No. 1317, Home (Miscellaneous), dated 20th August 1920.

In his letter read above, the Superintendent, Census Operations, raises certain points in regard to the debit of the charges to be incurred in connexion with the ensuing census. These are dealt with below.

2. The Government approve of the Superintendent's suggestion in paragraph 4 of his letter as to the detailed head of account to which the expenditure on account of the temporary establishment that may be entertained in the Madras City and the Agency tracts should be debited.

3. The Superintendent's remarks in paragraph 5 of his letter regarding remuneration of census officers are concurred in.

4. In regard to the debit of travelling allowances, the following procedure should be adopted at the ensuing census:—

(a) In the case of Government officials employed on census duty, the allowance should be debited to the head of account to which their salaries are ordinarily debited.

(b) The travelling allowance of local fund servants employed on census duty should be debited to local funds.

(c) In the case of others, the amount actually expended should be disbursed, subject to a maximum of 8 annas a day for supervisors and 12 annas a day for charge superintendents and the amounts so disbursed should be debited to census.

5. The Superintendent's proposal to print the circle lists either at the Government Press or at private presses, and to debit these charges to the head 'printing, etc., charges' is accepted. When the printing is done at the Government Press, Madras, the charges should be calculated with reference to the principles laid down in G.Os. No. 708, Public, dated the 10th August 1910, and No. 528, Home (Miscellaneous), dated the 1st March 1920.

6. Subject to any orders that may be passed by the Government of India on the question of charges to be defrayed from cantonment funds, the procedure adopted at the last census, viz., to debit to cantonment funds all charges incurred in connexion with the actual enumeration except those relating to the forms which will be supplied free of charge and to Government the cost of compilation of the results, should be followed on the present occasion.

7. In regard to railways, the Superintendent's proposal in paragraph 10 (c) of his letter is approved.

8. Orders have already issued in G.O. No. 1071, Home (Miscellaneous), dated the 11th June 1920, on the subject of the expenditure to be borne by the Madras Corporation, mufassal municipalities and local funds.

(True extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Superintendent, Census Operations, Madras.

„ Financial Department.
„ Local and Municipal Department.
„ Public Works Department.
„ Revenue Department.
„ Accountant-General (through Financial Department).
„ General Officer Commanding, 9th (Secunderabad) Division (with C.L.).
Copy to the Publicity Officer.
„ Census Commissioner for India (with C.L.).

NOTES CONNECTED WITH G.O. No. 1317, HOME (MISCELLANEOUS),
DATED 20TH AUGUST 1920.

[SUBJECT.—Financial arrangements in connexion with the ensuing census.]

Previous papers :

G.O. 597-97-A, Revenue,	19th June	1900	G.O. 1613, Revenue,	30th May	1911
" 258 "	27th March	1901	" 1568 "	25th "	1912
" 576 "	4th July	"	" 2210 "	23rd July	"
" 708, Public,	10th August	1910	" 3796 "	19th December	"
" 2818, Revenue,	25th "	"	" 279, Financial,	28th March	1919
" 2925 "	3rd September	"	" 528, Home (Mis.),	1st "	1920
" 3881 "	8th December	"	" 610 "	10th "	"
" 3882 "	8th "	"	" 1071 "	11th June	"
" 806 "	20th March	1911			

From the Superintendent, Census Operations, Madras, dated 6th July 1920,
No. 198.[Endorsement to the Accountant-General, No. 3430-1, dated
12th July 1920.]

From the Accountant-General, dated 21st July 1920, No. T. M. 23-A-1-10552.

The Superintendent, Census Operations, Madras, submits for the orders of Government, proposals for the financial arrangements connected with the ensuing census. They deal with the maintenance of proper census accounts in districts, the charges to be borne by the mufassal municipalities, railways and cantonments, and the charges to be incurred in connexion with the census of the city of Madras.

2. The Accountant-General has no audit objection to the proposals of the Superintendent being sanctioned.

3. The accounts of the last census were maintained in a two-fold form, as described in paragraph 3 on page 1 of the Notes to G.O. Nos. 2818-19, Revenue, dated 25th August 1910 :—

- (a) Departmental.
- (b) Financial.

Departmental accounts show the entire cost of the census operations while in the latter is given the extra expenditure to the State entailed by the census.

In their resolution No. 139-A, Finance Department, dated 20th February 1920, the Government of India laid down that the above procedure should be observed in the case of the present census, both in the first year and *provisionally* in the second. The Accountant-General has accordingly issued instructions to all treasury officers for the proper maintenance of the financial accounts. The departmental accounts will be kept by the Superintendent, Census Operations, who has addressed a circular to all Collectors requesting them to furnish him every month with a statement showing the census expenditure incurred by them.

4. There are, however, certain points on which the Superintendent asks for orders, with regard to census expenditure in districts which falls under one or other of the six sub-heads mentioned in paragraph 3 of his letter. These points are set out below :—

(i) *Temporary establishment in district offices (Madras City and Agency tracts)*—In G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, the Government have ordered that as in 1911 one-half of the total cost of the census operations in the City of Madras should be borne by the Corporation and the other half should be met from Imperial funds.

It seems reasonable that the expenses on account of the temporary establishment entertained for the Agency tracts should be debited as census charges in view of the fact that no such extra cost would have been incurred but for the census operations.

The Census Superintendent's remarks in paragraph 4 of his letter regarding the debit of charges of the temporary establishment entertained in the Madras City and the agency tracts may therefore be concurred in.

(ii) *Remuneration of census officers.*—It is quite likely that in agencies and certain hilly tracts, paid agency may be indispensable for enumeration purposes as in 1911. In paragraph 34 of circular No. 5, dated 28th April 1920, the Census Superintendent has requested the Collectors that such cases should be reported to him so that the rates of payment may be settled in advance. When a remuneration is sanctioned the amount will be debited to census. This is in accordance with the resolution of the Government of India No. 139-A, dated 20th February 1920, recorded in G.O. No. 610, Home (Miscellaneous), dated 10th March 1920.

(iii) *Travelling allowance of census officers.*—The Superintendent suggests the ruling in paragraphs 3 (a) and (b) of G.O. No. 2818, Revenue, dated 25th August 1910, regarding the debit of travelling allowance may now be repeated. In the case of Government officials employed on census duty, there is no objection to the allowance being debited to the head of account to which their salaries are ordinarily debited. The above procedure is not inconsistent with the instructions issued in the Government of India's Resolution No. 139-A, dated 20th February 1920—G.O. No. 610, Home (Miscellaneous), dated 10th March 1920. It is submitted that, with the approval of the Local and Municipal Department, the Government may agree with the Census Superintendent, that as at the census of 1911 the travelling allowance of local fund servants employed on census duty should be debited to *Local Funds*. The Superintendent proposes to enhance the maximum rates of daily allowance to supervisors and charge superintendents to 8 annas and 12 annas, respectively. In view of the present high prices and of the fact that the daily allowance of inferior servants in Government service has been raised to 4 annas, the rates proposed by the Superintendent seem acceptable.

(iv) *Printing, etc., charges.*—The only charges likely to be incurred in the districts and debitable to this head will be those relating to the printing of circle lists ordered in paragraph 21 of the Superintendent's circular No. 6, dated 26th May 1920. These charges, when the printing is done at the Government Press, Madras, will be calculated with reference to the principles laid down in the Commerce and Industry Department Resolution No. 1445-D., dated 18th February 1920, recorded in G.O. No. 528, Home (Miscellaneous), dated 1st March 1920. The Superintendent's recommendation to debit to this head the cost of printing circle lists may be accepted.

(v) *Acting allowance of officers in non-census offices.*—The information sought for under this head is required in connexion with the preparation of census accounts. No remarks seem called for.

(vi) *Cantonments and railways.*—In 1911 census, cantonment funds bore all charges in connexion with the actual enumeration, but the requisite printed forms were supplied free of charge. Government bore all charges in connexion with the compilation of the results. As regards railways, it will be observed from paragraph 19 of the notification of the Government of India, Home Department, No. 290, dated 18th August 1910, that at the last census the necessary forms were supplied by Government and that the agency employed consisted of officials attached to railway who did not ordinarily receive any special remuneration for their services and that Government bore all charges in connexion with the compilation of the results. It is submitted that the above procedure may be followed on the forthcoming census in regard to cantonments and railways, subject to any orders that may be passed by the Government of India on the present occasion.

5. Orders have already issued in G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, that the cost of the following items should be debited to the respective local bodies concerned :—

(i) *Items borne by the Madras Corporation.*—One-half of the total cost of the census operations in the City.

(ii) *Items borne by mufassal municipalities.*—

(a) Actual cost of emuneration in municipal areas.

(b) Contribution at the rate of three months' salary of one tabulating clerk for every ten thousand of the population dealt with, payable by the municipality towards the cost of abstraction and compilation carried out by Government.

(iii) *Items borne by local funds.*—

(a) House numbering.

(b) Local purchase of stationery.

No remarks seem therefore necessary in regard to the points raised in paragraphs 7, 10 (b) and 11 of the Superintendent's letter.

6. The file may be forwarded to the Local and Municipal and Financial Departments for remarks with reference to paragraph 4 (iii) ante.

A.R.—30-7-20.

S.A.—2-8-20.

W. S. BROWN—3-8-20.

LOCAL AND MUNICIPAL DEPARTMENT.

The proposal to debit to local funds the travelling allowance of local fund servants employed on census duty may be accepted in this department and the file passed on to Financial u.o.

S.S.—4-8-20.

L. A. CAMMIADRE—5-8-20.

F. J. RICHARDS—7-8-20.

FINANCIAL DEPARTMENT.

Please see portion marked A on paragraph 4 (iii) of notes on page 2 ante. It is proposed to enhance the maximum rates of daily allowance to supervisors and charge superintendents to 8 annas and 12 annas, respectively. Supervisors will ordinarily be men of the standing of revenue inspectors or subordinate clerks and in very rare cases non-officials will be charge superintendents—vide last sub-paragraph to paragraph 6 on page 2, current file.

Submitted that the rates of daily allowance may be accepted in this department.

A.S.M.—9-8-20.

Accepted in Financial (Civil Service Regulations).

E. M. GAWNE—10-8-20

HOME (MISCELLANEOUS) DEPARTMENT.

A draft order is submitted for approval.

A.R.—16-8-20.

S.A.—18-8-20.

W. S. BROWN—19-8-20.

R. RAMACHANDRA RAO—20-8-20.

[G.O. No. 1317, Home (Miscellaneous), dated 20th August 1920.]

Census, 1921.-

Financial arrangements.

Read the following:-

C.No. 3430. From the Supdt., Census Operations, Madras, No. 198, dated the 6th July 1920.

Endt. to the A.G. No. 3430-1, dated 12th July 1920.

„ 3624. From -do- No. T.M. 23-A-10552, dated 21st July 1920.

Order:- No. 1317 dated 2-8-20. 1920.
Press.

In his letter read above, the Supdt., Census Operations, raises certain points in regard to the debit of the charges to be incurred in connection with the ensuing census. These are dealt with below.

2. The Govt. approve of the Superintendent's suggestion in para 4 of his letter as to the detailed head of account to which the expenditure on account of the temporary establishment that may be entertained in the Madras City and the Agency tracts should be debited.

3. The Superintendent's remarks in para 5 of his letter regarding remuneration of census officers are concurred in.

4. In regard to the debit of travelling allowances the following procedure should be adopted at the ensuing census:-

(a) In the case of Govt. officials employed on census duty, the allowance should be debited to the head of account to which their salaries are ordinarily debited.

(b)

p. 2 cf.
para 4(i) - p. 29 notes

pages 2+3 cf.
para 4(ii) - pages 2+39 notes

cf. fo. 2818 Rev (N)
25810

para 4(ii) - page 3 of notes

(b) The travelling allowance of Local Fund servants employed on census duty should be debited to Local Funds.

(c) In the case of others, the amount actually expended should be disbursed, subject to a maximum of annas 8 a day for supervisors and annas 12 a day for charge superintendents and the amounts so disbursed ^{should} be debited to census.

5. The Superintendent's proposal to print the circle lists either at the Govt. Press or at private presses, and to debit these charges to the head "Printing etc. charges" is accepted. When the printing is done at the Govt. Press, Madras, the charges should be calculated with reference to the principles laid down in G.Os.No. 708, Public, dated the 10-8-1910 and No. 528, Home (Mis), dated the 1-3-1920.

6: Subject to any orders that may be passed by the Govt. of India on the question of charges to be defrayed from cantonment funds, the procedure adopted at the last census viz. to debit to cantonment funds all charges incurred in connection with the actual enumeration except those relating to the forms which will be supplied free of charge and to Govt. the cost of compilation of the results, should be followed on the present occasion. ^{N.K.7.} In regard to railways, the Superintendent's proposal in para 10(c) of his letter is approved.

Orders have already issued in G.O. No. 1071, Home (Mis), dated the 11-6-20, on the

subject

page 3 & 6 of notes

para 8 - page 4. cf

para 4 (vi) - page 4 of notes

para 23 - p. 5 ^T 2925 Rev. 39.66

page 5, cf

Q

9138

subject of the expenditure to be borne by the Madras Corporation, mufassal municipalities and local funds.

A.R. 16-8-20.

To the Supdt., Census Operations, Madras.
,, Finl. Dept.
,, L & M Dept.
,, P.D.
,, Rev. Dept.
,, A.G. thro' Finl.
,, G.O.C., 9th (Seed) Dn. with C.L. with Secy

Copy to the Publicity Officer. ^{PSD with Secy 7.9.20}
" Census Commissioner for India (with C.L.)

PSD with Secy 7.9.20

18.8.20

19/8/20

20/8/20

Bangalore

to be sent to Secy. with C.L. 18.9.20

Off for approval
30/8/20
Read me
30/8

Government of Madras
HOME (MISCELLANEOUS) DEPARTMENT

G.O. No. 1317, 20th August 1920.
Census, 1921.
Financial arrangements.

READ—the following papers:—

I
Letter—from G. T. BOAG, Esq., I.O.S., Superintendent of Census Operations, Madras.
To—the Secretary to Government, Home (Miscellaneous) Department (through the Accountant-General).
Dated—Madras, the 6th July 1920.
No.—198.

I have the honour to address Government on the financial arrangements connected with the census of 1921.

2. The accounts will be maintained in accordance with the principles laid down in the resolution of the Government of India, Finance Department (Accounts and Finance Adjustments, etc.), No. 139-A, dated 20th February 1920, recorded in G.O. No. 610, Home (Miscellaneous), dated 10th March 1920, and in consultation with the Census Commissioner for India. I enclose a copy of instructions issued by the Accountant-General, Madras, to all treasury officers regarding the classification of expenditure. I am asking Collectors by a separate circular, of which I enclose a copy, to send me monthly a statement showing their expenditure on account of the census for verification with the figures in the Accountant-General's office. I now request that the Government will be pleased to issue orders on the following matters so that an uniform procedure may be followed in all districts from the outset.

3 All charges in the districts will fall under one or other of the following heads:—

Enumeration.

- (1) Temporary establishment in district offices.
- (2) Remuneration of census officers.
- (3) Travelling allowance of census officers.
- (4) Contingencies—
 - (a) Local purchase of stationery.
 - (b) Postage.
 - (c) House-numbering.
 - (d) Freight.
 - (e) Miscellaneous.
- (5) Printing, etc., charges.
- (6) Acting allowance of officers in non-census offices—
 - (i) Officers.
 - (ii) Establishment.

4. *Temporary establishment in district offices.*—Half the charges incurred by the Madras Corporation on account of temporary establishment were included under this item in 1911 as was the pay of certain additional establishment entertained in the Agency tracts of Vizagapatam and Godāvāri districts. I expect that a similar temporary establishment will have to be entertained in the Agency tracts and also in Madras City this year. Such charges will be debited to this head, unless the establishment is employed entirely on actual enumeration, in which case the charge will be debited to (2).

5. *Remuneration of census officers.*—The charge superintendents will almost invariably be Government officials, and except in very special cases where local

For the Supdt

Proofs of Rs. and notes
submitted for approval

30/8/20

Government of Madras
HOME (MISCELLANEOUS) DEPARTMENT
G.O. No. 1317, 20th August 1920.
Circular, 1921.
Financial arrangements

The following papers:
1. From G.O. No. 1317, dated 20th August 1920, to the Government of Madras (Home Department) through the Government of Madras (Home Department) dated 20th August 1920.
2. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
3. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
4. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
5. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
6. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
7. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
8. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
9. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.
10. From the Government of Madras (Home Department) to the Government of Madras (Home Department) dated 20th August 1920.

for the year

for the year

2 No. 1317, HOME (MISCELLANEOUS), 20TH AUGUST 1920.

men are not available, non-official supervisors and enumerators are expected to render their services gratuitously. In 1911 a sum of Rs. 2,600 was debited to this head. It is probable that in the Agency tracts and a few other hilly localities paid enumerators will have again to be employed owing to the impossibility of getting local men of suitable qualifications. Such expenditure will be debited to this head of account; as will also payments made to enumerators in Madras City.

6. Travelling allowance of census officers.—The procedure adopted in 1901 (G.Os. No. 597, dated 19th June 1900, and No. 258, dated 27th March 1901), in regard to the debit of travelling allowance was followed in 1911 as directed in G.O. No. 2818, Revenue, dated 25th August 1910, viz.:—

(1) In the case of Government officials employed on census duty the allowance was debited to the head of account to which their salaries are ordinarily debited.

(2) The travelling allowance of local fund servants employed on census duty was debited to local funds.

(3) In the case of others the amount actually expended was disbursed subject to a maximum of 4 annas a day for supervisors and 6 annas for charge superintendents. The expenditure under this item alone was charged to the census.

In 1911 a sum of Rs. 5,508 was incurred on account of travelling allowance of census officers. Several cases were sent up by Collectors who recommended that actual expenses in excess of the maximum prescribed should be paid to certain non-official supervisors. These cases were submitted to Government for sanction—see G.Os. Nos. 45, Financial, dated 30th January 1911, 806, Revenue, dated 20th March 1911, Mis. 1613, Revenue, dated 30th May 1911, 623, Financial, dated 1st December 1911, Mis. 1568, dated 25th May 1912, Mis. 2210, dated 23rd July 1912, Mis. 3244, Revenue, dated 4th November 1912, and Mis. 3796, Revenue, dated 19th December 1912.

I request that the Government will be pleased to sanction the same procedure for this census—with the exception that the maximum rates of daily allowance should be fixed at 8 annas for supervisors and 12 annas for charge superintendents. Supervisors will ordinarily be men of the standing of revenue inspectors or subordinate clerks; and a daily allowance of 8 annas prescribed in the Civil Service Regulations for officers drawing from Rs. 37-8-0 to Rs. 50 is not an extravagant allowance for such men. Charge superintendents will only in very rare cases be non-officials and for any non-official appointed to the post a daily allowance of 12 annas will certainly not be too much.

7. Local purchase of stationery and house-numbering.—In 1901 and 1911, the Government sanctioned the debit to local funds of expenditure incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc.—vide G.Os. Nos. 576, dated 4th July 1901 and 2818, Revenue, dated 25th August 1910. I have just received G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, authorizing the same procedure.

8. Printing etc., charges.—In 1911 most of the circle lists were printed at the Collector Presses and only Rs. 5,700 was debited to the census for the printing of circle lists in seven districts. Collector Presses having generally been abolished, the circle lists must be printed either at the Government Press, Madras, or at private presses. This charge will be debited to this head.

9. Acting allowance of officers.—As in 1911, I propose to obtain from the heads of offices from which officials have been lent for census duty, information regarding acting allowances incurred in the chain of promotions due to their deputation, and also the allowances paid to any persons without substantive Government appointments who are temporarily appointed to the lowest grade in the chain.

10. Mufassal municipalities, cantonments and railways.—(a) I enclose extracts from the Imperial Code of Census Procedure issued by the Census Commissioner for India regarding census charges in municipalities and expenses on railway census.

(b) Mufassal municipalities.—In 1911 the Government directed in G.Os. Nos. 3881 and 3882, dated 8th December 1910, that mufassal municipalities should be supplied free of cost including carriage from the press with enumeration forms but that they should defray all other expenses in connexion with the actual enumeration and should also contribute towards the cost of abstraction and compilation at the rate of three months' salary of one abstracting clerk for every 10,000 of the population.

one

In return for this payment the tabulated registers were made over to the municipalities for preservation. I have just received G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, sanctioning the same procedure.

(c) *Railways*.—The necessary forms will be supplied by Government. The agency employed will consist chiefly of officials attached to the railway, who will not ordinarily receive any special remuneration for their services. Government will bear all charges in connexion with the compilation of the results.

The Government of India's rules for the census of cantonments and of troops on the march are awaited.

11. *Charges in Madras City*.—In 1911 one-half of the total cost of the census operations was borne by the Corporation and the other half was met from Imperial funds. I have just learnt that Government have been pleased to pass similar orders G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920.

12. I request the favour of very early orders on this letter so that Collectors may from the outset be able to keep their accounts correctly.

ENCLOSURES

(1)

Letter—from the Accountant-General, Madras.

To—all Treasury Officers.

Dated—the 25th June 1920.

No.—T.M. 23-A/103.

I have the honour to issue the following instructions for the classification of expenditure in connexion with the forthcoming census:—

(1) The charges should be exhibited under the various detailed heads given in letter No. Ac. 688/8-20 of the Comptroller and Auditor-General, Delhi, dated 20th March 1920, a copy of which is enclosed for reference.

(2) The salaries of Government officers deputed to census work should continue to be debited to the head or heads of account to which they were taken before the deputation. Extra charges such as deputation allowance to the deputed officers, acting allowances consequent on the chain of promotion due to the deputations, and the allowances of persons, if any, without substantive Government appointments who are temporarily appointed to the lowest grade in the chain are to be taken as census charges and debited to 'census'.

(3) Travelling allowance of the Provincial Superintendent and of any officials specially appointed under him, such as personal assistant, travelling inspector or the like are to be taken to the head 'census'. For other officials, the classification of travelling allowances will as usual follow that of salary.

(4) Postage charges incurred in district and other offices for transmission of census forms are chargeable to 'census' but those incurred on correspondence, even though it may be on census matters will be charged as contingent expenditure of the officer conducting it.

(5) Charges for all telegrams sent on census business by officers other than special census officers should not be debited to 'census' but treated as contingent charges of the officer concerned.

(6) Sale-proceeds of articles bought for census purposes the cost of which was debited to the 'census' grant should be credited as an abatement of charge under the head which was originally debited.

(7) Charges for stationery and for printing work in Government Presses for the census are to be considered as census expenditure and are not to be taken to '30. Stationery and Printing'.

(8) All charges debitable to census should be billed for separately and should not be (6)ixed up with charges debitable to other heads of account.

Exception:—The salaries and deputation allowances of officers deputed to census work and the salaries and the extra acting allowances of officers given in consequence of such deputations need not, however, be separately drawn though they must be entered separately and described clearly in the bill to secure proper classification.

(9) In all census establishment bills the substantive appointments of officers deputed to the work should be stated.

(10) In all bills of non-census establishments of which any member has been deputed to census work, the name of the deputed officer should be entered with remark in red ink 'deputed on census duty' against it and the absentee statements should clearly show the chain of arrangements in consequence.

(11) All census contingent expenditure bills should be countersigned by the Provincial Superintendent.

(12) Further instructions will be issued later on regarding the procedure to be observed during the second year of the census, viz., 1921-22.

(3)
Letter—from G. T. BOAG, Esq., I.C.S., Superintendent of Census Operations,
Madras.

To—all Collectors.

Dated—Fort St. George, the 5th July 1920.

No.—Cir 9.

I have the honour to invite reference to letter No. T.M. 23-A-103, dated 25th June 1920, addressed to all treasury officers by the Accountant-General, Madras, regarding the classification of expenditure for the census of 1921, and to ask that the instructions contained therein may be strictly attended to by all the officers concerned. The several heads of account are detailed in the letter of the Comptroller and Auditor General No. A.C. 688/8-20, dated 20th March 1920, appended to the Accountant-General's letter. All charges in the districts will fall under 'enumeration'. I am addressing Government to issue orders for the present census similar to those contained in G.O. No. 2818, Revenue, dated 25th August 1910. In the meanwhile the procedure adopted in 1910 may be followed on this occasion also. In this connexion the attention of the tahsildars, deputy tahsildars and presidents of district and taluk boards may be drawn to the fact that charges incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc., are debitable to local funds as in 1911. In municipalities all such contingent expenditure in connexion with the actual enumeration should be met by the municipalities concerned.

2. The Government of India have ordered the maintenance of an account showing the whole cost of the census operations. For this purpose the additional expenditure incurred on account of the census operations is required. The extra charges such as deputation allowances, acting allowances consequent on chains of promotions due to deputations, and the allowances of persons without substantive Government appointments who are temporarily appointed to the lowest grade in the chain are wanted for the maintenance of this account. If any official has been deputed to census duty in your district, a statement (in the absentee statement form) showing for each month the acting allowances paid, consequent on the chain of promotions due to such deputation should be sent to me not later than 10th of the following month. Another statement in the following form showing the expenditure in your district under enumeration should be sent to me monthly on or before the 10th:—

ENUMERATION

District establishments.

- | | |
|--|--------------------------------------|
| (1) Temporary establishment in district offices. | (2) Remuneration of census officers. |
| | (3) Travelling allowance. |

Contingencies.

- | | |
|-----------------------------------|--------------------|
| (1) Local purchase of stationery. | (4) Freight. |
| (2) Postage and telegram charges. | (5) Miscellaneous. |
| (3) House-numbering charges. | |

Printing and other stationery charges.

- | | |
|-------------------------|-----------------------------|
| (1) Cost of stationery. | (2) Carriage of stationery. |
|-------------------------|-----------------------------|

Printing.

- | | |
|----------------------------|-------------------------|
| (1) At Government Presses. | (2) At private presses. |
|----------------------------|-------------------------|

Despatching charges.

- | | |
|--------------|--------------------|
| (1) Postage. | (2) Other charges. |
|--------------|--------------------|

The above statements should be sent through the Accountant-General, Madras. To avoid complexity in the maintenance of accounts, I request that the treasury officers may be instructed to scrutinize the figures in the statements carefully with reference to the instructions contained in the Accountant-General's letter before transmission to him.

(4)

Copy of article 10, Imperial Census Code, Chapter II.

Census charges in municipalities.—On the last occasion the orders regarding the cost of census operations in municipalities were published in the Government of India, Home Department, resolution No. 254-270 of the 16th August 1910. Local Governments have been requested to issue the necessary orders under section 14 of the Census Act on the lines of the resolution mentioned above (vide Department of Education letter No. 39, dated the 22nd April 1920).

J. T. MARTEN,
Census Commissioner for India.

(5)

Copy of article 12, Appendix I—Census of railways.

12. Expenses.—The necessary forms will be supplied by Government. The agency employed will consist chiefly of officials attached to the railway, who will not ordinarily receive any special remuneration for their services. Government will bear all charges in connexion with the compilation of the results.

II

Endorsement No. 3430-1, HOME (Miscellaneous), dated 12th July 1920.
Referred to the Accountant-General for remarks.

(By order)

W. S. BROWN,
Under Secretary to Government.

To the Accountant-General, Madras.

No. 1317, HOME (MISCELLANEOUS), 20TH AUGUST 1920
I request that the instructions may be strictly followed in the classification of expenditure for the census of 1921, and to ask that the instructions contained therein may be strictly attended to by all the officers concerned. The several heads of account are detailed in the letter of the Comptroller and Auditor General No. A.C. 688/8-20, dated 20th March 1920, appended to the Accountant-General's letter. All charges in the districts will fall under 'enumeration'. I am addressing Government to issue orders for the present census similar to those contained in G.O. No. 2818, Revenue, dated 25th August 1910. In the meanwhile the procedure adopted in 1910 may be followed on this occasion also. In this connexion the attention of the tahsildars, deputy tahsildars and presidents of district and taluk boards may be drawn to the fact that charges incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc., are debitable to local funds as in 1911. In municipalities all such contingent expenditure in connexion with the actual enumeration should be met by the municipalities concerned.

I have the honour to invite reference to letter No. T.M. 23-A-103, dated 25th June 1920, addressed to all treasury officers by the Accountant-General, Madras, regarding the classification of expenditure for the census of 1921, and to ask that the instructions contained therein may be strictly attended to by all the officers concerned. The several heads of account are detailed in the letter of the Comptroller and Auditor General No. A.C. 688/8-20, dated 20th March 1920, appended to the Accountant-General's letter. All charges in the districts will fall under 'enumeration'. I am addressing Government to issue orders for the present census similar to those contained in G.O. No. 2818, Revenue, dated 25th August 1910. In the meanwhile the procedure adopted in 1910 may be followed on this occasion also. In this connexion the attention of the tahsildars, deputy tahsildars and presidents of district and taluk boards may be drawn to the fact that charges incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc., are debitable to local funds as in 1911. In municipalities all such contingent expenditure in connexion with the actual enumeration should be met by the municipalities concerned.

I have the honour to invite reference to letter No. T.M. 23-A-103, dated 25th June 1920, addressed to all treasury officers by the Accountant-General, Madras, regarding the classification of expenditure for the census of 1921, and to ask that the instructions contained therein may be strictly attended to by all the officers concerned. The several heads of account are detailed in the letter of the Comptroller and Auditor General No. A.C. 688/8-20, dated 20th March 1920, appended to the Accountant-General's letter. All charges in the districts will fall under 'enumeration'. I am addressing Government to issue orders for the present census similar to those contained in G.O. No. 2818, Revenue, dated 25th August 1910. In the meanwhile the procedure adopted in 1910 may be followed on this occasion also. In this connexion the attention of the tahsildars, deputy tahsildars and presidents of district and taluk boards may be drawn to the fact that charges incurred in districts on house-numbering and in the local purchase of lights, ink, petty stationery, etc., are debitable to local funds as in 1911. In municipalities all such contingent expenditure in connexion with the actual enumeration should be met by the municipalities concerned.

- I. ENUMERATION
- (1) Deputation allowance of officers deputed to census duty.
 - (2) Remuneration of census officers.
 - (3) Travelling allowance.

- (1) Pay of men without substantive appointment.
- (2) Deputation allowance of men deputed to census duty.
- (3) Travelling allowance.

- (1) Travelling allowance of officers and establishment.
- (2) Contingencies.

- (1) Office rent.
- (2) Purchase and repair of furniture.
- (3) Local purchase of stationery.
- (4) Postage and telegram charges.
- (5) Freight.
- (6) Miscellaneous.

II. ENUMERATION

- (1) Temporary establishment in District offices.
- (2) Remuneration of census officers.
- (3) Travelling allowance.

- (1) Local purchase of stationery.
- (2) Postage and telegram charges.
- (3) House-numbering charges.

- (1) Cost of stationery.
- (2) Carriage of stationery.

- (1) At Government Presses.
- (2) At private presses.

III. ASSISTANCE AND COMPILATION

- (1) Pay of men without substantive appointment.
- (2) Deputation allowance of men deputed to census duty.
- (3) Travelling allowance.

- (1) Office rent.
- (2) Purchase and repair of furniture.
- (3) Local purchase of stationery.
- (4) Postage and telegram charges.
- (5) Freight.
- (6) Miscellaneous.

IV. PRINTING AND OTHER STATIONERY CHARGES

- (1) Cost of stationery (including paper) supplied from central stores.
- (2) Carriage of stationery.

- (1) At Government Presses.
- (2) At private presses.

- (1) Postage.
- (2) Other charges.

V. MISCELLANEOUS

- (1) Office rent.
- (2) Purchase and repair of furniture.
- (3) Local purchase of stationery.
- (4) Postage and telegram charges.
- (5) Freight.
- (6) Miscellaneous.

- (1) Office rent.
- (2) Purchase and repair of furniture.
- (3) Local purchase of stationery.
- (4) Postage and telegram charges.
- (5) Freight.
- (6) Miscellaneous.

III

Letter—from the Accountant-General, Madras.

To—the Secretary to Government Home (Miscellaneous) Department.

Dated—Fort St. George, the 21st July 1920.

No.—T.M. 23-A-1/10552.

In returning herewith letter No. 198, dated the 6th July 1920, from the Superintendent of Census Operations, Madras, forwarded to this office for remarks with your endorsement No. 3430-1, Home (Miscellaneous), dated 12th July 1920, regarding the financial arrangements connected with the census of 1921, I have the honour to state that there is no audit objection to the proposals of the Superintendent being sanctioned by Government in the Financial Department.

Order—No. 1317, Home (Miscellaneous), dated 20th August 1920.

In his letter read above, the Superintendent, Census Operations, raises certain points in regard to the debit of the charges to be incurred in connexion with the ensuing census. These are dealt with below.

2. The Government approve of the Superintendent's suggestion in paragraph 4 of his letter as to the detailed head of account to which the expenditure on account of the temporary establishment that may be entertained in the Madras City and the Agency tracts should be debited.

3. The Superintendent's remarks in paragraph 5 of his letter regarding remuneration of census officers are concurred in.

4. In regard to the debit of travelling allowances, the following procedure should be adopted at the ensuing census:—

(a) In the case of Government officials employed on census duty, the allowance should be debited to the head of account to which their salaries are ordinarily debited.

(b) The travelling allowance of local fund servants employed on census duty should be debited to local funds.

(c) In the case of others, the amount actually expended should be disbursed, subject to a maximum of 8 annas a day for supervisors and 12 annas a day for charge superintendents and the amounts so disbursed should be debited to census.

5. The Superintendent's proposal to print the circle lists either at the Government Press or at private presses, and to debit these charges to the head 'printing, etc., charges' is accepted. When the printing is done at the Government Press, Madras, the charges should be calculated with reference to the principles laid down in G.Os. No. 708, Public, dated the 10th August 1910, and No. 528, Home (Miscellaneous), dated the 1st March 1920.

6. Subject to any orders that may be passed by the Government of India on the question of charges to be defrayed from cantonment funds, the procedure adopted at the last census, viz., to debit to cantonment funds all charges incurred in connexion with the actual enumeration except those relating to the forms which will be supplied free of charge and to Government the cost of compilation of the results, should be followed on the present occasion.

7. In regard to railways, the Superintendent's proposal in paragraph 10 (c) of his letter is approved.

8. Orders have already issued in G.O. No. 1071, Home (Miscellaneous), dated the 11th June 1920, on the subject of the expenditure to be borne by the Madras Corporation, mufassal municipalities and local funds.

(True extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Superintendent, Census Operations, Madras.

" Financial Department.

" Local and Municipal Department.

" Public Works Department.

" Revenue Department.

" Accountant-General (through Financial Department).

" General Officer Commanding, 9th (Secunderabad) Division (with C.L.).

Copy to the Publicity Officer.

" Census Commissioner for India (with C.L.).

No. 1317, Home (Miscellaneous), 20th August 1920

Letter from the Accountant-General, Madras, dated 21st July 1920, No. T. M. 23-A-1-10552.

In returning herewith letter No. 1317, dated 20th August 1920, from the Superintendent of Census Operations, Madras, forwarded to this office for remarks with your endorsement No. 3430-1, Home (Miscellaneous), dated 12th July 1920, regarding the financial arrangements connected with the census of 1921, I have the honor to state that there is no audit objection to the proposals of the Superintendent being sanctioned by Government in the Financial Department.

Order No. 1317, Home (Miscellaneous), dated 20th August 1920.

In his letter dated above, the Superintendent, Census Operations, raises certain points in regard to the debit of the charges to be incurred in connexion with the census. These are dealt with below.

1. The Government approval of the Superintendent's suggestion in paragraph 1 of his letter as to the detailed head of account to which the expenditure on account of the temporary establishment, that may be entertained in the Madras City and the Agency tracts should be debited.

2. The Superintendent's remarks in paragraph 5 of his letter regarding remuneration of census officers are considered in paragraph 4 of this letter.

3. In regard to the debit of travelling allowances, the following procedure should be adopted in the census:

(a) In the case of Government officers employed on census duty, the allowances should be debited to the head of account to which their salaries are ordinarily debited.

(b) The travelling allowances of local fund servants employed on census duty should be debited to local funds.

(c) In the case of officers, the amount actually expended should be debited to the head of account to which their salaries are ordinarily debited.

4. The Superintendent's proposal to debit the charges to the head of account, "Printing, etc.", is accepted. When the printing is done at the Government Press, Madras, the charges should be debited to the head of account, "Printing, etc.", in G.O. No. 708, Public, dated 10th August 1910, and No. 323, Home (Miscellaneous), dated 1st March 1920.

5. Subject to any orders that may be passed by the Government of India on the question of charges to be debited from cantonment funds, the procedure adopted at the last census, viz., to debit to cantonment funds all charges incurred in connexion with the enumeration except those relating to the forms which will be supplied free of charge and to Government, the cost of compilation of the results, should be followed in the present census.

6. In regard to railways, the Superintendent's proposal in paragraph 10 (c) of his letter is approved.

7. Orders have already been issued in G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, on the subject of the expenditure to be borne by the Madras Corporation, municipal municipalities and local funds.

(True copy)

B. RAMACHANDRA RAO,
Secretary to Government

To the Superintendent, Census Operations, Madras.
" Financial Department.
" Local and Municipal Administration.
" Public Works Department.
" Home Department.
" Madras City Corporation.
" Madras Municipal Corporation.
" Madras Municipalities Association.
" Madras Municipalities Association (with G.O.).
Copy to the Secretary to Government.
General Commission for India (G.O.).

[For the Press
Please enter here
the 20's notes on the
reverse of the yellow sheet.]

For approval
Copy 2/1/20
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HOME (MISCELLANEOUS) DEPARTMENT.
NOTES CONNECTED WITH G.O. No. 1317, HOME (MISCELLANEOUS),
DATED 20TH AUGUST 1920.

[SUBJECT.—Financial arrangements in connexion with the ensuing census.]

From the Superintendent, Census Operations, Madras, dated 6th July 1920,
No. 198.

[Endorsement to the Accountant-General, No. 3430-1, dated
12th July 1920.

From the Accountant-General dated 21st July 1920, No. T. M. 23-A-1-10552.

The Superintendent, Census Operations, Madras, submits for the orders of Government, proposals for the financial arrangements connected with the ensuing census. They deal with the maintenance of proper census accounts in districts, the charges to be borne by the mufassal municipalities, railways and cantonments, and the charges to be incurred in connexion with the census of the city of Madras.

2. The Accountant-General has no audit objection to the proposals of the Superintendent being sanctioned.

3. The accounts of the last census were maintained in a two-fold form, as described in paragraph 3 on page 1 of the Notes to G.O. Nos. 2818-19, Revenue, dated 25th August 1910:—

(a) Departmental.

(b) Financial.

Departmental accounts show the entire cost of the census operations while in the latter is given the extra expenditure to the State entailed by the census (vide paragraph 25 of the introductory chapter, page 4, Census Report, 1911).

In their resolution No. 139-A, Finance Department, dated 20th February 1920, the Government of India laid down that the above procedure should be observed in the case of the present census, both in the first year and provisionally in the second, [recorded in G.O. No. 610, Home (Miscellaneous), dated 10th March 1920]. The Accountant-General has accordingly issued instructions to all treasury officers for the proper maintenance of the financial accounts. The departmental accounts will be kept by the Superintendent, Census Operations, who has addressed a circular to all Collectors requesting them to furnish him every month with a statement showing the census expenditure incurred by them.

4. There are, however, certain points on which the Superintendent asks for orders, with regard to census expenditure in districts which falls under one or other of the six sub-heads mentioned in paragraph 3 of his letter. These points are set out below:—

(i) *Temporary establishment in District offices (Madras City and Agency tracts)*—In G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, the Government have ordered that as in 1911 one-half of the total cost of the census operations in the City of Madras should be borne by the Corporation and the other half should be met from Imperial funds.

It seems reasonable that the expenses on account of the temporary establishment entertained for the Agency tracts should be debited as census charges in view of the fact that no such extra cost would have been incurred but for the census operations.

The Census Superintendent's remarks in paragraph 4 of his letter regarding the debit of charges of the temporary establishment entertained in the Madras City and the agency tracts may therefore be concurred in.

(ii) *Remuneration of Census officers*.—It is quite likely that in agencies and certain hilly tracts, paid agency may be indispensable for enumeration purposes as in 1911. In paragraph 34 of circular No. 5, dated 28th April 1920, the Census Superintendent has requested the Collectors that such cases should be reported to him so that the rates of payment may be settled in advance. When a remuneration is sanctioned the amount will be debited to census. This is in accordance with the resolution of the Government of India No. 139-A, dated 20th February 1920, recorded in G.O. No. 610, Home (Miscellaneous), dated 10th March 1920.



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(iii) *Travelling allowance of census officers.*—The Superintendent suggests that the ruling in paragraphs 3 (a) and (b) of G.O. No. 2818, Revenue, dated 25th August 1910, regarding the debit of travelling allowance may now be repeated. In the case of Government officials employed on census duty, there is no objection to the allowance being debited to the head of account to which their salaries are ordinarily debited. The above procedure is not inconsistent with the instructions issued in the Government of India's Resolution No. 139-A, dated 20th February 1920—G.O. No. 610, Home (Miscellaneous), dated 10th March 1920. It is submitted that, with the approval of the Local and Municipal Department, the Government may agree with the Census Superintendent, that as at the census of 1911 the travelling allowance of local fund servants employed on census duty should be debited to *Local Funds*. The Superintendent proposes to enhance the maximum rates of daily allowance to supervisors and charge superintendents to 8 annas and 12 annas respectively. In view of the present high prices and of the fact that the daily allowance of inferior servants in Government service has been raised to 4 annas, the rates proposed by the Superintendent seem acceptable (G.O. No. 279, Financial, dated 8th March 1919).

A (iv) *Printing, etc., charges.*—The only charges likely to be incurred in the districts and debitable to this head will be those relating to the printing of circle lists ordered in paragraph 21 of the Superintendent's circular No. 6, dated 26th May 1920. These charges, when the printing is done at the Government Press, Madras, will be calculated with reference to the principles laid down in the Comm/ree and Industry Department Resolution No. 1445-D., dated 18th February 1920, recorded in G.O. No. 528, Home (Miscellaneous), dated 1st March 1920. The Superintendent's recommendation to debit to this head the cost of printing circle lists may be accepted.

(v) *Acting allowance of officers in non-census offices.*—The information sought for under this head is required in connexion with the preparation of census accounts. No remarks seem called for.

(vi) *Cantonments and railways.*—In 1911 census, cantonment funds bore all charges in connexion with the actual enumeration, but the requisite printed forms were supplied free of charge. Government bore all charges in connexion with the compilation of the results. As regards railways, it will be observed from paragraph 19 of the notification of the Government of India, Home Department, No. 290, dated 18th August 1910, that at the last census the necessary forms were supplied by Government and that the agency employed consisted of officials attached to the railway who did not ordinarily receive any special remuneration for their services and that Government bore all charges in connexion with the compilation of the results. It is submitted that the above procedure may be followed on the forthcoming census in regard to cantonments and railways, subject to any orders that may be passed by the Government of India on the present occasion.

5. Orders have already issued in G.O. No. 1071, Home (Miscellaneous), dated 11th June 1920, that the cost of the following items should be debited to the respective local bodies concerned :—

(i) *Items borne by the Madras Corporation.*—One-half of the total cost of the census operations in the City.

(ii) *Items borne by mufassal municipalities.*—

(a) Actual cost of enumeration in municipal areas.

(b) Contribution at the rate of three months' salary of one tabulating clerk for every ten thousand of the population dealt with, payable by the municipality towards the cost of abstraction and compilation carried out by Government.

(iii) *Items borne by local funds.*—

(a) House numbering.

(b) Local purchase of stationery.

No remarks seem therefore necessary in regard to the points raised in paragraphs 7, 10 (b) and 11 of the Superintendent's letter.

6. The file may be forwarded to the Local and Municipal and the Financial Departments for remarks with reference to paragraph 4 (iii) ante.

A.R.—30-7-20.

S.A.—2-8-20.

W. S. Brown—3-8-20.

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LOCAL AND MUNICIPAL DEPARTMENT.

The proposal to debit to local funds the travelling allowance of local fund servants employed on census duty may be accepted in this department and the file passed on to Financial u.o.

S.S.—4-8-20.

L. A. CAMMIADRE—5-8-20.

F. J. RICHARDS—7-8-20.

FINANCIAL DEPARTMENT.

Please see portion marked A on paragraph 4 (iii) of notes on page 2 ante. It is proposed to enhance the maximum rates of daily allowance to supervisors and charge superintendents to 8 annas and 12 annas, respectively. Supervisors will ordinarily be men of the standing of revenue inspectors or subordinate clerks and in very rare cases non-officials will be charge superintendents—vide last sub-paragraph to paragraph 6 on page 4, current file.

Submitted that the rates of daily allowance may be accepted in this department.
A.S.M.—9-8-20.

Accepted in Financial (Civil Service Regulations).

E. M. GAWNE—10-8-20.

HOME (MISCELLANEOUS) DEPARTMENT.

A draft order is submitted for approval.

A.R.—16-8-20.

S.A.—18-8-20.

W. S. BROWN—19-8-20.

R. RAMACHANDRA RAO—20-8-20.

[G.O. No. 1317, Home (Miscellaneous), dated 20th August 1920.]

ORDINARY.

PRESS SLIP.

PREFERENCE.

Sectt. II-38-3-14.

DEPARTMENT.

URGENT (a).

RECEIVED.

21 AUG 1920

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b¹) For rules regarding printing of notes, see rule 315 of the office Manual.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed: The Superintendent of the Press may bring to the notice of the Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, only the first time when they appear on the left side, the initials alone being printed later.

Current No., dated..... 191

G.O. No. 1317, dated 20th Aug 1920.

Number of MS. pages sent { (b) Correspondence.....
(b¹) Notes.....

Brief subject..... Census Finl Arrangement

(c) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).	E. T. copies to supply requisitions for purchase by the public.	Complete correspondence and orders.	Notes.
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[P.T.O.]

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