

Local & Munl. (189) Department.

INDEXED.
PRINTED.

G.O., No. 726m

DATED 4/4/58

DESPATCHED

[Despatch Abstract.]

Printing of account forms Voucher
to — Requesting the Accountant
General to state whether the present
system under which the — required
by Local Bds & Municipal Councils is
done has been working satisfactorily &
the Pres. of L. Bds & chairmen of Municipal
Councils to give their opinion on the
matter.

Char
Bella
and

BACK PAPERS.

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

FURTHER PAPERS.

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

Government {1898} of Madras. LOCAL AND MUNICIPAL.

Recd.

Regd.

} 1898.

Enclosures

Spare copies

G.O., No. 726 M., 4th April 1898.

APRIL.

Printing of Account Forms, Vouchers, &c.

Requesting the Accountant-General to state whether the present system under which the — required by Local Boards and Municipal Councils is done, has been working satisfactorily, and the Presidents of District Boards and Chairmen of Municipal Councils to give their opinion in the matter.

GOVERNMENT OF MADRAS.
LOCAL AND MUNICIPAL DEPARTMENT.

ORDER—No. 726 M., dated 4th April 1898.

The Accountant-General is requested to state whether the present system, under which the forms of accounts, vouchers, &c., required by local boards and municipal councils are printed at a central press at Madras under his supervision, has been working satisfactorily, and whether efficiency, economy and convenience are secured by this arrangement. The Presidents of District Boards and Chairmen of Municipal Councils are also requested to give their opinion in the matter.

(True Extract.)

H. TREMENHEERE,
Ag. Secretary to Government.

To the Accountant-General.
„ all Presidents of District Boards.
„ all Chairmen of Municipal Councils.
„ all Collectors.

Ed. A. Paitt.

Government {1898} of Madras.
LOCAL AND MUNICIPAL.

Recd.

Regd.

1898.

Enclosures

Spare copies

Proof for approval

Passes
strike off
as amended
M. 11/4/98

G.O., No. 726 M., 4th April 1898.

APRIL.

Printing of Account Forms, Vouchers, &c.

Requesting the Accountant-General to state whether the present system under which the —
required by Local Boards and Municipal Councils is done, has been working satisfactorily and the
Presidents of District Boards and Chairmen of Municipal Councils to give their opinion in the
matter.

8

The

a

2/ 2/

No. 726 M., 4TH APRIL 1898.

GOVERNMENT OF MADRAS.
LOCAL AND MUNICIPAL DEPARTMENT.

ORDER—No. 726 M., dated 4th April 1898.

The Accountant-General is requested to state whether the present system, under which the forms of accounts, vouchers, &c., required by local boards and municipal councils are printed at a central press at Madras under his supervision, has been working satisfactorily, and whether efficiency, economy and convenience are secured by this arrangement. The Presidents of District Boards and Chairmen of Municipal Councils are also requested to give their opinion in the matter.

(True Extract.)

for Ag. Secretary to Government.

To the Accountant-General.
" all Presidents of District Boards.
" all Chairmen of Municipal Councils.
" all Collectors.

Exd. A. Raitt.

For orders.

Printing of forms of accounts, vouchers, &c.

LOCAL AND MUNICIPAL DEPARTMENT.

Papers to be read in Proceedings:—

Again G.O., No.	dated	189	,
Again G.O., No.	dated	189	,
Current No.	of 189	, dated	, from
"	" 189	, "	, "
"	" 189	, "	, "

Secy
PS.
ORDER.

No. 726 M. 4/4/98

The Accountant-General is requested to state whether the present system, under which the forms of accounts, vouchers, &c. required by local boards and municipal councils are printed at a central press at Madras, under his supervision, has been working satisfactorily, and whether efficiency, economy, ^{consequence} and convenience, without excessive trouble, are secured by this arrangement. The Presidents of District Boards and Chairmen of municipal councils are also requested to give their opinion in the matter.

(From Orders)

Ag. Secy
Please return this
to the Ag. Secy
after despatch
2/4/98

The Accountant-General.

all Presidents of District Boards

Chairmen of Muni. Councils

Collectors.

20/4/98

1.2

4/4/98

22/4/98

26/4/98

28/4/98

H. T. 28

H.M. and A.G.

For orders.

The order was passed long before my time & in accordance with the policy followed of late years of getting all Revenue & small forms printed at head Q^r & issued in indent. So far as I know, the system works well - at least, I have not heard of any complaints against it, except in the case of this Treasury Ministry. I suspect it will be hard to get things as they are, but if H.S. thinks otherwise there can be no objection to asking the A.G.'s opinion as suggested in para 10 of this note.

B.S.

12/3/98

The last point's opinion might be asked as to whether efficiency and economy, without excessive trouble, - are secured by the present system. But, I would be also fair to consult Chairmen of Municipalities and Dist. Boards in the same way.

A.G.

24.3.98

In his note on page 2 of the note for orders in G.O. No. 1477² dated 25th June 1897, His Excellency the Governor remarked as follows: - "I cannot see why this printing should not be done locally, provided that uniformity and economy are secured. On this understanding, I think it only fair that the local presses should have the work. If necessary, a certificate from Mr. Hill, that the work is well done and the rates fair, might be required. Such trifling matters of administration should, I consider, be left to the discretion of local bodies. The Order of the 30th November 1891 is a specimen of the centralizing, meddling measures that mar the beauty of administration in this country. I should be glad to see it modified to the extent suggested above."

The circumstances under which the municipal account forms were ordered to be printed at a Central Press under the supervision of the Accountant General, are briefly as follows: -

In 1891, the Chairman of the municipal council of Berhampur forwarded to Government a copy of the account forms used in that municipality and suggested that similar forms in use in other municipalities might also be sent for and that such of them as related to accounts (including vouchers) might be referred to the Accountant General so that he (the Accountant General) might frame and issue along with the municipal account and audit manual which was then in the course of preparation by the Inspector of Local Fund Accounts, a set of authorized forms applicable to all municipalities which should be printed at a Central Press and supplied to all municipalities on indent. He also stated that the adoption of this course would secure uniformity in all vouchers, bills &c and would reduce the cost of printing to a great extent. The Accountant General to whom the Chairman's letter was referred for remarks, stated that these suggestions

in G.O. No. 539, M. B.
10-6-91

suggestions having already been anticipated in the Inspector's audit reports, specimens of the forms in use in the various municipalities had been sent for in view of prescribing a uniform set of forms for general adoption. He also observed that with the municipal manual which was then under preparation, it was proposed to issue a complete set of receipt and payment voucher forms and other register and book forms, for the sake of economy in printing charges, but added that although the suggestion, that all the forms should be printed at Madras, was theoretically a good one, in as much as it would be a great help to the auditors to find the same forms in use in all the municipalities and objections as to the quality of the paper would not appear, still there were some difficulties in the way, - because firstly, the circumstances of the different municipalities, particularly in regard to public works expenditure varied so considerably that it would not

4
desirable to enforce at once
rigidly the adoption of all the
forms by every municipality,
at least in the ensuing year,
secondly, in the case of digloss
forms it would be necessary to
keep four different sets to correspond
with the four different vernaculars
of the Presidency, and thirdly, the
plan would be expensive unless
tenders for printing were called
for and all the troubles attendant
upon such a procedure were
undergone. He, however, hoped
that after an experience of one
year, it would be possible to
prescribe alternative forms, some
one of which would suit the
requirements of every munici-
pality, and therefore proposed
to defer the adoption of the
Chairman's suggestion for a year
at least. The Government, while
concurring in the remarks of
the Accountant General, observed
that the Chairman's suggestion
was a good one and hoped
that it would be possible to
carry it into effect in the near
future as regards many, if not
all

B.
G.O. No 529.M, dated 10th April 1891

5
all the forms to be used. The
Honourable Sir Henry Stokes, however,
remarked thereon as follows:—
"It may not be possible to pre-
scribe uniformity as regards
vouchers, but it should be as
regards registers and books of
account, licenses, warrants, notices
and the like and even this would
"be a great gain"— vide G.O. No
529.M, dated 10th April 1891.

B. 8. Not long after this, the muni-
cipal account and audit manual
prepared by the Accountant
General was submitted to Govern-
ment. The Manual did not ~~not~~
^{of Govt.} meet with approval, but the
forms submitted with it were
approved with certain modi-
fications and the Accountant
General was directed to have
them printed at a Central Press
to be selected by him and to
supply them to all municipal
councils on indent. ~~in fact~~
vide paragraphs 1 (12) and 2 of
C. G.O. No 2109.M, dated 30th November
1891 and G.O. No 2041.M, dated 13th
December 1892. Similar arrange-
ments have also been made

6.
for the printing, at a Central Press
of the account forms required by
Local Boards - vide G.O. No 2534^E,
dated 5th December 1894.

7. In his letter disposed of in
the G.O., ^{as above referred to,} the President of the District
Board of Kurnool wrote as follows
in support of his proposal:

"One important reason for the
adoption of this proposal is the
great difficulty in checking charges
for printing in contingent bills,
even where, as in this district,
schedules of rates have been called
for; it requires almost a specialist
in printing to determine whether
the rates billed for are in accordance
with the schedule. As an
illustration, I should draw
attention to the schedule of rates
received from Highland and Co.,
which, at the heading, shows that
the rate is for 100 copies, whereas
in the body of the schedules the
word "sheets" is introduced. With
regard to this, I enclose an office
note from my Press Superintendent,
which shows that even he is
doubtful as to the real cost. x x x x
If forms are printed from time
to

7
In 1896, the President of the District
Board of South Arcot requested the
reconsideration of G.O. No 2534^E, dated
5th December 1894, but the Govt
declined to do so. Vide G.O. 362^L, dated
25th February 1896. B2.

to time at local presses, a clerk
practically regulates the charges
for it is impossible for the head
of the office to check the rates
in each contingent bill. It,
moreover, encourages the slip-
shod practice of getting forms
printed from day to day."
10. The system of getting the forms
printed at a Central Press is
no doubt advantageous in that
it aims at uniformity in the
forms and cheapness in
printing. Moreover greater near-
ness in execution may also be
secured and Local Boards
and Municipal Councils can have
no trouble whatever in obtain-
ing the account forms from
Madras. On the other hand
there seems to be no objection
to allow the printing work to
be done locally, as remarked
by His Excellency, provided that
uniformity and economy are
secured. But it is submitted
that it is unlikely that many
of the municipalities in the
Presidency will be able to get
their printing work done locally.

8
so as to
satisfy both these
conditions and it does not
therefore seem to be desirable
to alter the existing system
for the sake of the few that
can arrange for good local
printing. If however, the Govern-
ment considers it desirable to
modify the existing arrange-
ments, it is submitted that
before issuing orders to that
effect, the Accountant General
may be requested to give his
opinion in the matter from his
experience of upwards of six
years, during which the print-
ing work had been entrusted
to a Central Press in Madras.

11. In this connection attention
is invited to No. XLVIII of the Questions
asked by the Honorable. P.
Tangajya Nayudu at the meeting
of the Legislative Council held
on the 9th April 1897, and the
reply thereto.

A. I.
11. 3. 98

C₂
vide page 135 of the Proceedings

First copy sent to Press.

h-h-VII

Signature.

18-4-98

Number of copies
required.

Order complete. 650
Letter only.
Order complete with Letter.

First copy sent to Press.

14-4-28

Returned for signature.

18-4-28

Despatched in print.

20-4-28
22-4-28
25-4-28
26-4-28

AD AGAIN G.O., No.
189 1/1

NUMBER OF COPIES
RECEIVED.

Order complete. 650
Letter only.
Order complete with Letter.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

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

S.S.-

- A = Print in full.
- B = Not to be printed.
- P = Print abstract only.
- Q = Print heading only.

17-10-12 ✓

61-12-22 85

726 M

1898

for Cms -

Leep's note report
the printing of 800

13/3/03

17-10-12
 6-12-22 SV

Paper taken out of the Records from the charge of the Re

ment.

Ordinary Routine No. 7264, dated 6/6/04 19

Date taken out.	FOR WHAT PURPOSE.			Initials of clerk taking the paper or of attender.	Date returned.
	Department.	C. No.	Year.		
29-8-00	H	1245	1900	<i>[Signature]</i>	14-6-00
10/7/00	H	1706	1900		
7-9-00	H	2008	1900	<i>[Signature]</i>	
26-3-01	H	738	1901	<i>[Signature]</i>	
13-2-02	L	357	1902	<i>[Signature]</i>	13-3-02
17-10-12	L	3960	1912	<i>[Signature]</i>	18-1-07 <i>[Signature]</i>
		3982		<i>[Signature]</i>	23/11/12