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MADRAS RECORD OFFICE.

Government of Madras.

Publications DEPARTMENT.
Can 10/8/60

G.O. No. <u>494</u>	Press <u>Mis.</u>
<u>95.96</u> Dated <u>7-3</u> 18 <u>60</u>	

Not to be folded or roughly handled

*Proceedings of the Madras Government, Public Works Department,
for the month of March 1860.*

No. 95. Read the following letter from Colonel J. H. BELL, Chief Engineer, to the Secretary to Government, dated 20th February 1860, No. 10499.

I have the honor to transmit herewith, accompanied by a single specimen of each form, amounting to 230 in number, a general list of those in use in this department, with the number of each required in the respective Districts for one year, as called for in the Orders of Government, per margin.*

* No 688 of 14th April 1859.
No. 24 of 5th January 1860.

2. In collecting these forms it has been found impracticable to avoid taking them from different Districts, and this must account for the various styles of heading and endorsement that will be found among them, but I do not intend that this should be followed when they are handed over to the Government Press to be printed. I should wish that uniformity in both these respects be observed, and I would suggest that the following should be the stereotyped form to be used for all the Districts:—

Vide half yearly Bill for small repairs. Form I.

Heading for Returns.

_____ Circle, Department Public Works.

_____ District (or Special) Executive Engineers.

In Capital.

Then the name of the Statement; when for the use of Executive Officers and Subordinates the word "Range" to be added in the right-hand corner at the top.

Endorsement for Returns from Districts.

_____ Circle.

From

The District Engineer (or Special Executive Engineer)
of _____

To

The Deputy Chief Engineer, Department Public Works.

Dated } 18
Received }

To be followed by the name of the Statement as in the heading.

Endorsement for Returns from Ranges.

From _____

In charge of _____ Range,

To

The District Engineer of _____

Dated } 18
Received }

with the name of the Return as in the heading.

3. In the accompanying list none of those Returns which are mentioned in my No. 7321 of 16th November 1859, and now under the consideration of Government, are included. When Orders are received upon that letter these papers will be attended to, and submitted with a list.

4. The forms of Inspection Report and Bills for Works are those proposed for entry in the new Code. The forms of Pay Bills and those for Travelling Allowance, &c. together with other Returns which are not passed in this office, are submitted herewith, subject to their being approved of by the Military Auditor General and Civil Auditor.

5. All the Returns must be printed so as to be stitched in book form to comply with the wishes of Government, and the inner leaves must each have the column headings only upon them, but as it would involve a great amount of time, and Government are anxious that the subject be replied to, I have not deemed it right to delay their submission in order to fill up the forms in the shape in which they are to be printed, and which has not been done by the District Engineers. If Government decide upon their being struck off at the Government Press, the omission can be easily supplied upon reference to this office.

*printed and that the
omissions*

Proceedings of the Madras Government, Public Works Department,
for the month of March 1860.

6. No entries have been made opposite to the Krishna District or Bangalore for the following reasons:—The District Engineer of Krishna states, "that printed forms are never used in this Division and that consequently Government is never put to any expense on account of the printing of blank or other Statements at Collectors' or other Presses."

2. All the forms required by the Department of Public Works in the Krishna Division are lithographed by my Draftsman when he has no pressing work on hand, and are struck off without Government being put to any expense except the cost of the paper. The Executive Engineer at Bangalore says: "I do not require any printed forms for this office."

7. The numbers entered under each head are those given by the several District Engineers, with the exception of Coimbatore and South Canara; for the former I had to calculate the requirements in order to save delay in reference, as Mr. Fraser omitted to state the quantity he required, and with reference to the latter, I took the wants of North Canara as given by Captain Walker as a criterion for those of the Southern Division.

8. Many of the District Engineers do not call for copies of several Returns which they furnish, and which if printed would be most convenient for them; I would propose, therefore, if these forms are to be printed here that references be made to these Districts, pointing out the omissions and asking whether it would not be advisable that these should be furnished also.

9. The Garrison Engineer, in forwarding his forms of Returns on 20th of last month, says that he has a supply on hand which will last for upwards of a year. As this officer's forms are in many respects different from those of the other charges, the Civil Architect excepted, I forward the whole of them with the exception of those alluded to in paragraph 3 above.

No. 93. ORDER THEREON, 7th March 1860, No. 494.

Referred to the Public Department for consideration as to whether the Gazette Establishment is capable of undertaking the printing of the large number of the various forms required for the Public Works Department.

2. The Chief Engineer states that the forms are not in the shape in which they are to be printed and that the omissions can be supplied by the Press in communication with the Central Office. Such communication will greatly retard the work of the Press and if it is determined that the forms shall be printed they will all be returned to the Chief Engineer to be revised in such a manner that they may be put into the printers' hands at once. Before so revising the forms of Bills for Pay and Travelling Allowance, Colonel Bell will place himself in correspondence with the Military Auditor General and Civil Auditor, and finally settle them.

(Signed) J. D. BOURDILLON,
Secretary to Government

Central Office, P.W.
No. 10499
22 February 1860.
From: The Chief Engineer
To: The Secretary to Government P.W.

Encl-
List with 230
Forms in 4 packets

I have the honor to acknowledge the receipt of the forms submitted herewith, accompanied by a single specimen of each form amounting to 230 number a general list of those in use in the Department with the number of each required in the respective Districts for the year, as called for in the orders of Government per margin of 1859.

No. 888 of 14 April 1859
No. 24 of 5 January 1860

In collecting these forms it has been found impracticable to avoid taking them from different Districts, and this must account for the various styles of heading and endorsement that will be found among them but I do not intend that this should be followed

printed and that the omissions

when they are handed over to the Government Press to be printed. I should wish that uniformity in both these respects be observed, and I would suggest that the following should be the stereotyped form to be used for all the Districts.

Victa.
Halfyearly Bill
for small repairs
Form I

Heading for Returns
Circle D.P.W.
District (or special Executive Engineer) in capital
Then, the name of the Statement
when for the use of Executive Officers
and Subordinates the word "Range"
to be added in the right hand corner
at the top.

Endorsement for returns from District.
Circle

From
The District Engineer (or special Ex. Eng.)
of

To
The Deputy Chief Engineer D.P.W.
Dated

Received } 18-
To be followed by the name of the State,
ment as in the Heading.

Endorsement for returns from
ranges

From
in charge of Range

To
The District Engineer of

Dated
Received } 18-

with the name of the return as in
the Heading.

3. In the accompanying

List none of these Returns which are

mentioned in my No. 7321 of 16th No-

vember, 1859, and now under the

consideration of Government are

included. When orders are received

upon that letter, these papers will be

attended to, and submitted with a List

The Forms of Inspection

Report and Bills for work are those

proposed for entry in the new Code.

The Forms of Pay Bill and those

for Travelling Allowances &c. together

with other Returns which are not

passed in this Office are submitted

herewith subject to their being

approved

printed and that the

omissions

approved of by the Military Auditor General and Civil Auditor.

5 All the Returns must be printed so as to be stitched in Book form to comply with the wishes of Government and the inner leaves must each have the column Reading only upon them but as it would involve a great amount of time, and Government are anxious that the subject be replied to, I have not deemed it right to delay their submission in order to fill up the Forms in the shape in which they are to be printed, and which has not been done by the District Engineers. If Government decide upon their being struck off at the Government Press, the omission can be easily supplied upon reference to this Office.

No entries have been made opposite to the Krishna Dis.riet or Bangalore for the following reasons - The District Engineer of

12 of Krishna states that printed forms are never used in this Division and that consequently Government is never put to any expense on account of the printing of Blank or other Statements at Collectors or other presses.

2 All the forms required by the D. E. in the Krishna Division are lithographed by my Draftsman when he has no pressing work on hand, and are struck off without Government being put to any expense except the cost of the paper - The Executive Engineer at Bangalore says "I do not require any printed forms for this Office."

The numbers entered under each head are those given by the several District Engineers with the exception of Coimbatore and South Canara, for the former I had to calculate the requirements in order to save delay in reference, as Mr. Fraser omitted to state the quantity he

printed and that the omissions

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be made to these Districts, pointing
out the omissions and asking whether
it would not be advisable that
these should be furnished also -
The Garrison Engineer, in forwarding his forms of
Returns on 20 of last month, says
that he has a supply on hand
which will last for upwards of a
year. As his Officers' forms are
in many respects different from
those of the other branches - the Civil
in Architect excepted - I forward

92
the whole of them with the excep-
tion of those alluded to in para
3 above.

I have the honor to be
Sir

Your most Obedt Servt

Central Office P. H.
L. Pakham
20. February 1860

H. Bell Colonel
Chief Engineer

To The Secretary to
Government D. H.

printed and that the
omissions

N. 494

Proceedings of the Madras Government
Under date the 7th March 1860

Read the following
letter from the Chief
Engineer-

Forwarding with
230 accompaniments, List of
Forms in use for the P.W. (Here enter 20 Feb/60 N. 10499)
in terms of Proceedings of
Govt. N. 888 of 14 April 1859

Referred to the
Public Department for
consideration as to whether
the Gazette Estab-
lishment is capable
of undertaking the print-
ing of the large number
of the various forms re-
quired for the Public
Works Department.
2 The Chief Engineer
states that the forms are
not in the shape in
which they are to be
printed and that the
omissions

Mr. 19 April 59 N. 34-35
N. 10 Jan/59 - 57-52

10977/1860
Dated 10 Feb/60
No 477.
Chief Engineer
of the
Public
Works
Department
to Govt.
P.W.D.

Dated 20th Feb/60
Received 23rd Feb/60
N. 10499

201. 3. 4
Forwarding with 230
accompaniments, List of
Forms in use for the
P.W. (Here enter 20 Feb/60
N. 10499)
in terms of Proceedings of
Govt. N. 888 of 14 April 1859.
N. 10499

Copy with Mr. 19 April 59
N. 34-35
N. 10 Jan/59 - 57-52

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by the Press in commu-
nication with the Cen-
tral office. Such com-
munication will greatly
retard the work of the
Press and if it is deter-
mined that the forms
shall be printed they
will all be returned
to the Chief Engineer
to be revised in such a
manner that they may
be put into the printers
hands at once. Before
revising the forms
of bills for pay and tra-
velling allowance, Colonel
Bell will place himself
in correspondence with
the Military Auditor General
and Civil Auditor and
jointly settle them.

3 With reference
to paragraph 8 of the
Chief Engineer's letter
the Government will

4 Copies to the Public Dep-
tment with List of Forms
10 - Chief Engineer
1 - Military Auditor General
3 - Civil Auditor

only remark that the
use of uniform printed
forms should be insisted
upon all the District
Engineers.

4 The list submitted
by the Chief Engineer is
not clear, he will there-
fore cause it to be revised
in the form of the list
furnished by the Board
of Revenue with their
Secretary's letter dated
5 December 1859 N 5018,
copy of which will be
furnished to him.

Child Nov 1860. Delmar the
no of Dec 10th cleared.

462494.

Wm. of the Madras Govt.
17th Nov. 1860.

From the Pub. Dep. 2/
21st March/60 Collg 48.
on Feb. 29th 18657-

Regarding the purchase
of paper required
for the Division would be sent
= want referred to the Division
be/contment for consideration
= now =