

(1) Number of pages _____

(2) Date of repair _____

(3) Initials of the Referencer _____

MADRAS RECORD OFFICE.

Government of Madras.

Public works. DEPARTMENT.

G.O. No.	1505	Press M.L.
256-257		
Dated	11-6-	1863.

Not to be folded or roughly handled

*Proceedings of the Madras Government, Public Works Department,
11th June 1863.*

No. 256. Read the following letter from G. A. BALLARD, Esq., Collector of Malabar, to Colonel W. I. BIRDWOOD, R. E., Secretary to Government, Public Works Department, Fort Saint George, dated Tellicherry, 19th May 1863, No. 53 :—

Sir,

1. With reference to the Proceedings of Government dated 24th ultimo, I have the honor to submit as therein directed a detailed statement of the work performed by the Clerk adverted to.

2. It will be observed that the letters received and despatched averaged two per day. But it must be remembered that this average is drawn for 1862, at the commencement of which period the amount of correspondence in the Public Works Department of my Office was not as great as it is now; and in the official year now commencing the work will be considerably enhanced, as the Revenue authorities give far more assistance in the execution of works than before. Rupees 15,000 is entered in this year's Local Fund Budget for expenditure through this Department. This naturally entails increased correspondence both in English and in the vernacular and renders the services of a Clerk indispensable.

No. 257. ORDER THEREON, 11th June 1863, No. 1,505.

The Government regret that under the orders of the Government of India they cannot sanction the appointment of a separate Clerk in connexion with the Income Tax and Local Funds in the Office of the Collector of Malabar. If the permanent Establishment is unequal to the duties devolving on it, the Collector should apply through the proper channel for an increase to the same.

(Signed) W. I. BIRDWOOD, Colonel, R. E.,
Secretary to Government.

3. Detailed Statement of the work performed by the Ferry Fund Master and of the daily average number of letters received and despatched in connection with the Local and Income Tax Funds.

1. Examining the District Engineers' monthly statements required from the several local Treasurers for expenditure by the several Range Officers on account of the local and income tax funds; endorsing and returning such returns to the District Engineer for eventual transmission to the local Treasury Officers.

2. Examining and checking the accounts of disbursements submitted with the local and income tax funds received monthly from the local Treasury Officers and preparing an abstract of the whole.

Drawing out a statement of such disbursements as well as of Receipts, for transmission to the District Engineer.

Preparing a Plus and a Minus Memo: of Receipts and Disbursements on account of local and income tax funds.

Preparing Progress Reports and Accounts Current for submission to the District Engineer monthly.

Examining and checking Tahildars' estimates for Road Bridges &c provisions to their transmission to the District Engineer for approval.

Examining and checking the entries of Receipts and Disbursements on account of local and income tax funds in the general monthly Treasury accounts of the local Treasury Officers and comparing such entries with the Statement prepared from the separate accounts received from the Tahildars.

Preparing materials for the annual Report on works executed from the local funds.

Daily Average Number of letters received and despatched.

Received
During 1862.

343.

Average number
per day deducting
Sundays—4.

Despatched
During 1862.

322.

Average number
per day deducting
Sundays—4.

Of the letters received,
I have requiring attention
and orders to Tahildars
I have amounted to 270.

Orders issued to the Tahildars
on letters received from the
District Engineer—103.

Orders received from Tahildars
and requiring in many instances
references to the District Engineer
—105.

Tahildars
19th May 1863

Captn. M. M.
Collector.

N^o 53

Collector's Office Malabar
Tellicherry 19 May 1863.

From

G. A. Ballard Esq.^r

Collector of Malabar

To

Colonel W. J. Birdwood

Secretary to Government

Public Works Department

Fort St. George.

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With reference to the Proceedings
of Government dated 24th Ultimo, I have
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by the Clerk attached to—

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and in the official year now com-
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enhanced;— as the Revenue Authorities
give for more assistance in the execution

1863. Department

of a letter from the Secy
of Public Works dated 19 May
1863 1863.

Details of attendance by
the Works Department
by the Secy of Public
Works.

of works than before. Rs. 15,000 is entered
in this year's Local fund budget for
expenditure through this department.
This naturally entails increased corres-
pondence both in English and in the
vernacular and renders the services
of a clerk indispensable.

I have the honor to be,
Sir,
Your most Obedt. Servt.

Cassamask
Collector.

