

(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. 2424	Press Mis.
<i>222-515</i>	
Dated 9. 8.	1867.

Not to be folded or roughly handled

21-10-43

*Proceedings of the Madras Government, Public Works Department,
9th August 1867.*

No. 228. Read the following letter from the General Superintendent of Public Works Stores and Workshops, to the Secretary to Government, Public Works Department, dated Chepauk, 2nd August 1867, No. 502:—

Enclosures two.

1. I have the honor to solicit the sanction of Government for an increase to the Office Establishment of the Chepauk Workshop of two additional Clerks, on Rupees 35 and 25 respectively.

2. The Office Establishment at present consists as follows:—

- 1 Book-keeper.
- 1 Assistant Book-keeper.
- 1 Muster Writer.
- 1 Estimate-maker.

G. O., 13th April 1864, No. 1,049.

3. In recommending the above establishment for the Workshop in 1864, I was under the impression that the total cost of buildings for Stores and Workshops was not to exceed Rupees 20,000 at the time; but that as work increased the buildings would be extended, and the establishment increased or decreased in proportion to the work required to be done.

It will be observed, however, from the figures in the margin, exhibiting the amount of wages paid to the artizans, that the sum has gradually increased, and that the amount paid in June last is more than six times the sum paid in February 1866. The demand for work has, in the meantime, proportionately increased, and with the constant and varied requisitions daily received, it is found impracticable with the present small Office Establishment to keep pace with the daily increasing work; and the shop accounts have consequently fallen

three months into arrears. I append a memorandum of the books required to be kept by the Office.

Vide G. O., 24th January 1867, No. 242.

4. The Accountant General, Public Works Department, Bengal, in his report on the Workshops, while generally approving of the system in which the accounts were kept, added a few other books which he considered necessary, thus increasing the work in the Office without additional aid. I am unwilling to take up the time of the Government with an elaborate detail of the work on which each Clerk is engaged, but I shall give a brief statement.

MUSTER WRITER.—Employed in receiving stores from the local market and from the General Stores, weighing and distributing articles for the various work in hand, preparing Indents, packing and despatching manufactured articles.

Proceedings of the Madras Government, Public Works Department.
9th August 1867.

ESTIMATE MAKER.—Framing estimates and drawing plans; visiting the men twice daily, and keeps the daily work-book showing the work on which each man is engaged.

The keeping of the remainder of the books, together with copying correspondence, devolves on the Book-keeper and his Assistant, and I respectfully submit that it is hardly possible for two Clerks, however able and diligent, to perform the work efficiently.

5. Under the above circumstances, I earnestly entreat the Government will be pleased to accord their sanction for the entertainment of the two additional Clerks I solicit.

6. A tabular statement prepared in accordance with Extract Minutes of Consultation, dated 3rd October 1856, No. 1,058, Public Works Department, is enclosed.

No. 229.

ORDER THEREON, 9th August 1867, No. 2,424.

ESTABLISHMENT, No. 25.

The General Superintendent of Public Works Stores and Workshops at Madras having satisfactorily shown that an augmentation of the Office Establishment attached to the Workshops is absolutely necessary, the Government sanction the entertainment of two additional Clerks on salaries of Rupees 35 and 25 per mensem respectively, and direct that the charge be debited to the receipts of the Factory, which is now regarded as a self-supporting institution.

(True Extract.)

(Signed) J. H. M. SHAW STEWART, Major, R. E.,
Under Secretary to Government.

To the General Superintendent of Public Works Stores and Workshops.
.. Controller of Public Works Accounts.

Exd. S. T. Augustin.

Public Works Workshop Dept.
Chepauk 2nd August 1867

From

F. L. Moncreuff Esq^r C E

General Superintendent of P W
Stores and Workshops.

To

Colonel C. A. Orr R E

Secretary to Government P. W. D.

Sir,

I have the honor to solicit the sanction of Government for an increase, to the Office Establishment of the Chepauk Workshop, of two additional Clerks on Rs 35 & 25 respectively.

The Office Establishment, at present consists as follows:-

1 Book keeper.

1 Asst Book keeper.

1 Muster Writer.

1 Estimate maker.

G.O 13th April 1864

N: 1049

I am recommending the above Establishment for the Workshop in 1864, I was under the impression that the total cost of buildings for Stores and Workshops was not to exceed Rs 20,000 at the time; but that as work increased the buildings would be extended and

True

the Establishment increased or exceeded
 proportion to the work required to be
 done. It multiplies the number of
 the figures in the main, exhibiting that by 1866 - 423-8-10
 amount of wages paid to the Artizans, namely - 531-9-7
 that the sum has gradually increased, April - 503-8-10
 and that the amount paid in June May - 54-4-4
 last is more than six times the sum June - 680-13-7
 paid in February 1866. The demand July - 825-13-11
 for work has in the mean time propor August - 967-3-4
 tionately increased, and until the com Sept - 968-6-9
 - ment and period of requisitions, during Oct - 1113-11-11
 - period, it is found impracticable with Nov - 1172-1-12
 the present small Office Establishment Dec - 878-1-9
 - ment to keep pace with the daily in- January 1867 - 1281-10-4
 - creasing work, and the charge account Feb - 1329-6-1
 have consequently fallen three months March - 1643-14-9
 into arrears. I append a summary of the April - 2051-13-3
 - Books required to be kept by the Office May - 2677-6-4
 - The Accountant General (P.W.C.) June - 2550-3-2

Bengal, in his report on the Workshops, dated 10th 24th January 1867
 1867
 is generally approving of the system in
 which the accounts were kept, and in a
 few other books which he considered neces-
 - sary, thus increasing the work in the
 Office without additional aid. I am
 unwilling to take up the time of
 the Government with an elaborate
 detail of the work on which each
 Clerk is engaged, but I shall give
 a brief statement.

Submitted

Master Writer,

Employed in receiving stores from
 the local market and from the
 General Stores, weighing, and distri-
 buting articles for the various works
 in hand, preparing Indents, Packing
 and despatching Manufactured
 articles.

Estimate maker,

Framing Estimates and
 drawing plans; Mustering the men twice
 daily and keeps the daily work book,
 shewing the work on which each man
 is engaged.

The keeping of the remainder
 of the books together with copying cor-
 - respondence, devolves on the Book-keeper
 and his Assistant; and I respectfully
 submit that it is hardly possible for
 two clerks, however active and intelli-
 - gent, to perform the work efficiently.

Under the above circumstances,
 I earnestly entreat the Government
 will be pleased to accord their sanc-
 - tion for the entertainment of the two
 additional Clerks I solicit.

A Tabular Statement prepared
 in

in accordance with Extracts, Minutes of
Consultation dated 3rd October 1886. Since
IWD is enclosed.

I have the honor to be
Sir

Your most Obedient Servant

Thos. Maucuppi
General Mgr. & Co. Store
Workshop

List of Books kept by O & W Workshop.

1. Store Book Showing the attendance of the Workmen.

2. Daily Work Books Shows the respective works on which
each man is employed for the whole or part
of the day in both the mechanical and
Instrument departments separately.

3. Labor Abstracts Shows the amount of labor under
each work executed in the Workshop
as abstracted from the Daily Work books.

4. Register book of Issues of Stores &c. for the different works with their
quantity and price.

5. Register of Receipts of Stores In this book are entered all pur-
chases made for the use of the
Workshop.

6. Abstract of Materials Shows the materials used for
each work in detail with their total
mechanical and Instrument Department value.

Abstract of the issues of Materials and Tools
under each head of Stores into the Stock-Ledgers.
Showing the total value of each description of stores &c. to be paid into the Stock-Ledgers.

D^o D^o of Receipts D^o D^o of Receipts D^o D^o.

Stock Ledgers Showing the receipts and stock of all stores in the Workshop.

Indent Book In this are entered all Indents made by the Workshop for purchase of stores.

Work Book In this is made up the cost of the works out turned in the Workshop.

Statement book Shows the incomplete works on hand of unfinished articles at the end of each month with their total cost up to that date.

General Requisition Book In this are registered all orders received by the Workshop belonging both to the Mechanical and Instrument Departments.

Requisition Book This is a separate book which is of the Mechanical Dept. always kept in the Mechanical Workshop for the information of the Foreman.

D^o D^o D^o D^o in Instrument Workshop Instrument Dept. for the information of the Math^l Instrument maker.

Cash Book -

Cash Abstract Book Showing the receipts and disbursements of cash under different heads as proposed by Major Chesney.

Bill Book In this are entered all bills for articles manufactured by the Workshop.

Timber accounts Showing the particulars of timber Sawn.

Workshop Journals
D^o Ledger
Subsidiary Ledger of Sales
D^o D^o Purchases } These and the Cash Abstract books were proposed by Major Chesney and approved by Government

Register of letters received.

D^o of letters despatched

Acquittances Paid

Wm. Manning & Co.

General Supt of the Stone & Brick Works

Public Works Workshop
Chester 2^d August 1867 }

10

Ms 59967

Living Books kept by
Public Books Shop.

Public Works Department

Statement of Increase to the Establishment of the Public Works Workshop

Local Government		Orders of the Government of India	
Home Department	Financial Department	Home Department	Financial Department
Remarks	Remarks	Remarks	Remarks

Value of Change		Provision				Grounds of Provision	Local Government Recommendation	Orders of the Government of India
Present Force		Proposed Force		Difference				
Post	Pay	Post	Pay	Post	Pay			
1 Master Estimator	350	1 Master Estimator	350					
6 Apprentices	180	6 Apprentices	180					
1 Foreman	90	1 Foreman	90					
1 Diamondman	50	1 Diamondman	50					
1 Watchkeeper	55	1 Watchkeeper	55					
10 Bookkeepers	30	10 Bookkeepers	30					
1 Master Writer	15	1 Master Writer	15					
2 Peons	14	2 Peons	14					

Public Works Workshop

Chennai 2nd August 1867

General Supt of P W Workshops & Stores

W. H. M. S. & Co.

General Supt of P W Workshops & Stores

Enclosure in a letter from the
General Superintendent of P.M.
Hatchery and office No 502
dated 27th August 1864

White Birds Depositions
The amount of increase to the
Population of the Pacific
White Birds etc

P N 2899/6

Council

Public Works Department.

No 2424

PROCEEDINGS of the MADRAS GOVERNMENT.

Under date the 9th Aug^r 1867

Read the following

From The General Superintendent of P.W.
Workshops and Stores.

(Here enter No. 502 dated 2nd August 1867)

The General Superintendent of Public Works Shops and Workshops at Madras having satisfactorily shown that an augmentation of the Office Establishment attached to the Workshops is absolutely necessary, the Government sanction the entertainment of two additional clerks on salaries of Rs. 35 and 25 per annum respectively, and direct that

JP
WV

P. W. 1867. Department
of Public Works and
Stores. 11th 1867

The General Superintendent
of P.W. Shops and Stores
at Madras.

To Mr. Secretary to Government
at Madras.

For Mr. George

Dated 2nd August 1867

No 502

Enclosure 2.

Subject: Sanction of Government

for an increase, to the

Office Establishment of the

Workshops and Stores, of two

additional clerks, on Rs. 35

and 25 respectively, and

on the subject of the

increase of the cost of the

Workshops and Stores.

No 2424 - 9 Aug^r 1867

No 228

the charge is debited
to the receipts of the
factory, which is now
regarded as a self sup-
porting institution.

H.

To the Genl. Supt of P.W. Stores
and Workshops
Controller

Sept 10/8/67
10

2

10/10/67

P. W. 1867. Department.
Pro of Govt for August
No. 2424

PROCEEDINGS OF GOVERNMENT, *Brades*

Dated *9th August 1867*

*Sanctioning the
entertainment of two additional
Clerks on Salaries of Rs 35 & 25
per month, respectively, on the
office Establishment attached
to P. W. Workshops at the Presi-
dency and the charge to be
debited to the receipts of the
Factory.*

A. 2285 227