M.R.O. 1—77,006—8-6-37.

(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. 3091-92 Press Mis.

118-20

Dated 7. 12 1871.

***Not to be folded or roughly handled***

No. 118. Read the following Circular from the Government of India, Public Works Department, (Establishment—General,) dated Simla, 17th August 1871, No. 45 :—

*Travelling Allowances of Officers in the Public Works Department.*

Read the following :—

*Note by* Lieutenant-Colonel J. J. McLEOD-INNES, R. E., *Accountant-General, Public Works Department, dated the 18th October* 1870, *No.* 1,650 .

THERE seems to be very little room for question that the existing rules do not answer ; that they tell hardly on that class of officers whose work is concentrated in a circle of small diameter, while they are a large source of profit to those whose work lies along a long line.

2. The introduction of railway work into the Public Works Department, and the consequent extension of details that have to be considered in the mileage rates to be admitted for various occasions, make the present opportunity appear a suitable one for consideration of the whole question.

3. At present the allowances are based on two considerations :—

*1st.*—Absence from head-quarters.

*2nd.*—The distance travelled daily.

But these are not the circumstances which really affect the expenditure which the officers concerned have to incur. It seems necessary to go to the root of the matter.

4. The various descriptions of what is looked on as travelling may be grouped as follows :—

*1st.*—The movements required for the inspection or supervision of works within the range of an ordinary sub-divisional beat, *i.e.*, in a station or along a short line of road or railroad, or over a small area of canal. These movements are of a nature not causing any greater expense one day than another. They are performed by the aid of the cattle and vehicles belonging to or at the disposal of the officers concerned, and they affect only himself. They do not take him away from his residence or involve any carriage of baggage or kit of any sort.

*2nd.*—Those movements made leisurely, but involving absence from head-quarters, and the carriage of baggage and kit, but without tents.

*3rd.*—The same as No. 2, but with tents.

*4th.*—Rapid journeys involving, however, as a necessity, the movement only of the officer with ordinary baggage.

*5th.*—Joinings or transfer, involving the movement or transfer of his family and property, or the sale of the latter.

5. Each of these five descriptions of travelling or movements involve a different sort and rate of expenditure, and should be treated differently.

6. As to the first, every officer whose duty naturally involves his constant daily inspection and "going round" a group of works, should receive horse allowance. As a rule this would be confined to the assistant and executive officers, and not be applicable to Superintending or Chief Engineers or Controllers. The visits of Superintending Engineers to stations other than their head quarters are usually performed by dawk, and their inspections are made with animals or vehicles hired or borrowed. It might be arranged that they should not be allowed to charge for expenses for such hiring, but that, instead, they should receive a certain horse allowance. The rules for this allowance might be to this effect—

*1st.*—The maximum number of horses to be charged should be fixed by the officer's immediate superior.

*2nd.*—The officer should certify that he has kept up a certain number.

*3rd.*—The counter-signature of the immediate superior would certify to his approval.

*4th.*—The rate per horse should be about Rupees 25 per month, being less than charger allowance in the army, but more than a subordinate's horse allowance. This horse allowance would not be deductable when other travelling allowances are admitted.

7. The second description of travelling is ordinary leisurely moving by stages or double stages without tents. For such travelling I would give, for an executive, Rupees 2 per day + the *bona fide* fees for occupation of bungalows, etc. An executive granted double horse allowance would, in a month of such marching and use of dawk bungalows, get Rupees 50 + 60 + 30 = Rupees 140 in lieu of, as at present, Rupees 150.

8. The third description is marching with tents. This should double the diurnal allowances, bringing it from Rupees 2 to Rupees 4 per diem, but there would be no fees for bungalows, so that the charge for a month would be Rupees 50 + 120 = Rupees 170.

9. The fourth style of travelling is virtually a journey, and the *bona fide* expenses should be charged, namely, actual fares of officer, baggage, one servant and fees for occupation of dawk bungalows and hotels, ferries, and the like.

10. For the fifth class or journey on transfer, Government should, I think, be more liberal. There should be allowed—

The *bona fide* two fares for the officer.
Do. do. for extras.
Do. do. for his family.
Do. do. servants, limited to, say, four servants

+ *bona fide* fees for occupation of bungalows, ferries, etc. The second fare for the officer is to cover cost of heavy baggage and other expenses attendant on a great move.

11. From former correspondence on the subject, which I have seen in the Secretariat, the impression in it seems to be that the present rules are generally approved. My personal experience is quite opposed to this, and I venture to suggest that, if the opinion of the Local Governments and Administrations be asked for, the result will be the unanimous desire for a change in the direction which I have above sketched out.

---

ORDER.—Ordered that a copy of this note be forwarded to the Local Governments and Administrations noted in the margin, with request that the Government of India may be favoured with an early expression of opinion on the expediency or otherwise of adopting, in whole or in part, the proposals of the Accountant-General, Public Works Department.

Madras, Bombay, Bengal, North-Western Provinces, Punjab, Central Provinces, Oudh, British Burmah, Mysore and Coorg, Hyderabad, Central India, Rajpootana and Port Blair

(Signed) A. B. SAMPSON,
*Under Secy to the Govt. of India.*

---

No. 119. ORDER THEREON, 7th December 1871, No. 3,091.

ESTABLISHMENT, No. 13.

ORDERED that the following letter be sent:—

(Here enter No. 3,092, dated 7th December 1871.)

(True Extract.)

(Signed) J. CARPENDALE, Colonel, R.E.,
*Secretary to Government.*

Exd. E. C. Shunker.

PUBLIC WORKS DEPARTMENT,
FORT ST. GEORGE, *7th December* 1871.

No. 120.

No. 3,092.

To

THE SECRETARY TO THE GOVERNMENT OF INDIA,
PUBLIC WORKS DEPARTMENT.

ESTABLISHMENT, No. 14.

SIR,—With reference to Circular No. 45 of the Government of India under date the 17th August 1871, in which Local Governments and Administrations are called upon for an expression of their views on the expediency or otherwise of adopting in whole, or in part, the recommendations of the Accountant-General, Public Works Department, as to the principles which should govern the grant of travelling allowances to officers in the Public Works Department, I am to invite attention to paragraph 6 of my letter under date the 12th September 1871, No. 2,319, and to state that, in the opinion of the Governor in Council, the expense incurred by the three first descriptions of journey referred to by Colonel McLeod-Innes will be best met by the proposal made by the Public Works Commission to grant half the usual allowance to each grade as a fixed charge dependent only upon a certificate that the necessary equipment has been maintained, and the other half, in addition, whenever the officer or subordinate is absent from head-quarters, provided his superiors consider that he was properly so absent. The mode in which the Accountant-General proposes to compensate officers for the fourth and fifth kinds of journey appears equitable, and this Government would recommend the adoption of the proposals.

I have the honour to be,
Sir,
Your most obedient servant,

Colonel, R.E.,
*Secretary to Government.*

Exd. E. C. Shunker.

3091

P. W. Dept.

Proceedings of the Madras Govt.

Under date the

Read the following

Circular—

Ordered that the following letter be sent

To The Secretary to the Government of India

Sir

With reference to Circular No. 45 of the Government of India under date the 17th August 1871 in which local Governments and Administrations are called upon for an

subordinate is absent from Head quarters provided his superiors consider that he was properly so absent - The mode in which the Accountant General proposes to compensate Officers for the fourth and fifth kinds of journey appears equitable, and this Government would recommend the adoption of the proposals

16 Oct

Dec 28/12/71

I would agree to No. 5. too under the circumstances if some attempt is made hereafter I should ask repetition. The Principle is admitted in the Army. N.

I do not agree as to the 5th. I do not think any Officer should get travelling allowance when he is transferred from one station to another or "joins" a station - and I would not in time of peace allow by station in the U.P.M.

L. D.L.

25th Dec 28th

No. 420

Govt. of [1871] Madras.

PUBLIC WORKS.

To The Secretary to the Govt. of India

Dated

Recd. Ans.

G. O., 7 Dec. 1871. No. 1307/1136

Nos. 118-119 & 120

Travelling Allowances. Replying to orders in the Circular from the Govt. of India on the subject of the Travelling Allowances of Officers in the P. W. Dept.

Replying to Circular No. 45 of 1871 on the subject of the Travelling allowances of Officers in the P. W. Dept.

25th Jan. 1872 (R. 28th