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MADRAS RECORD OFFICE

Government of Madras

Public works

DEPARTMENT

G.O. No.	2108	Press
B.P. No.		Mis.
339-3814398		
Dated	23-8	18/3.

Not to be folded or roughly handled

Proceedings of the Madras Government, Public Works Department.
23rd August 1873.

Read the following papers:—

No. 389. From Colonel E. A. FOORD, R.E., Inspecting Engineer for Civil and Military Buildings, to Colonel G. W. WALKER, R.E., Secretary to Government, Public Works Department, dated Bangalore, 24th July 1873, No. 827:—

With reference to the Order of Government of the 26th of June 1873,

2 Letters in original.
3 Sketch Plans.

No. 1,663B, I have the honour to forward a letter from the District Engineer, Presidency, containing some suggestions

for accommodating the addition to the Controller's establishment without building an upper story to a portion of his office. I also forward a letter from the Controller, with his opinion of the proposed arrangements.

2. I have inspected the office more than once with the District Engineer and Controller, and beg to recommend that before any expense is incurred for an upper story, or for removing the office to another building either inside or outside the fort, the arrangements suggested by the District Engineer should be tried for a few months. One large room I particularly noticed as nearly filled with almirahs containing records which cannot possibly be wanted.

3. The building is no doubt somewhat crowded, and I have requested the District Engineer to put up the punkahs applied for by the Controller, and to forward an estimate for replacing the bamboo tatties in the verandah by a wooden screen, having in it venetians and glass windows.

From T. MOSS, Esq., Officiating Controller of Public Works Accounts, to Colonel G. W. WALKER, R.E., Secretary to Government, Public Works Department, (through the District Engineer, Presidency,) dated Fort St. George, 26th June 1873, No. 1,612.

I HAVE the honour to submit a memorandum by Lieutenant C. H. P. Christie, R.E., Deputy Controller, representing the urgent necessity of extra accommodation to enable him to examine the old records and prepare the accounts connected with Irrigation Works.

2. I quite agree with Lieutenant Christie, and though there will be inconvenience by the separation of himself and establishment from the main office, there is nothing for it but to face the inconvenience and do the best we can. I shall, therefore, forward this letter through the Presidency District Engineer, who may be able to make some proposal for providing the necessary accommodation within the fort. If no such proposal can be submitted by the District Engineer to Government, I beg that I may be authorized, by telegraph, to rent a house. We have not thought of any particular house for the purpose, but if it should be necessary to hire one, the Government may be assured that economy and convenience will be kept in view.

3. I take this opportunity to beg that the District Engineer may be directed to hurry on the work of building the additional room sanctioned in G. O., No. 1,493A, dated 5th June 1873, for, as stated by Lieutenant Christie, there is no room for the additional establishment recently applied for. Were the sanction of the Government of India to the employment of that establishment to reach me now, I could not act on it for want of space in this office, which, I must add, is otherwise unsuited to the purpose for which used; indeed, I should not hesitate to solicit the permission of Government to move out entirely into a hired building did I know of one large enough for the purpose.

Memorandum regarding the insufficiency of accommodation for the Special Establishment engaged in the preparation of the Capital and Revenue Accounts of Irrigation Works.

A very large number of old records have now been collected, and are in course of being examined and sorted with a view to the preparation of the Capital and Revenue Accounts; but the

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utter insufficiency of the accommodation available in this office greatly retards the progress of this work, and almost completely prevents me from personally ascertaining the value of the records which we have collected.

2. Of the establishment engaged upon this work some are located in an unventilated, dimly lit room on the ground floor, hitherto used as a record-room. This room is nearly filled with almirahs full of paper, and the floors are covered with piles of books; the men have barely room to move about; they have hardly light to work by; in the monsoon they will be quite unable to work.

3. Others are placed in an old bombproof chamber, hitherto used as a storeroom for paper and forms, without any windows; and it is only by placing themselves just in the doorway that they can manage to see to do their work.

4. The place in which I sit myself is so small that I have barely room to turn round. I should wish to have the papers and books, as soon as sorted and entered in the list, if not in my own room at any rate so close by that I could get at them myself and ascertain their value. At present this is impossible. There is simply no room for anything whatever in the place I occupy myself; and there is no room for me in the holes where the books and papers are, even if their places were habitable for Europeans.

5. In these circumstances, and seeing that we are daily expecting sanction for a dozen or so of extra hands, for not one of whom could space be found now if sanction were received to-day, it appears to me that the best course will be to go up to Government and ask that separate accommodation may be provided for the special establishment employed directly under me, or else that we may be permitted to rent a small house for the purpose.

FORT ST. GEORGE,
26th June 1873.

(Signed) C. H. P. CHRISTIE, Lieutenant, R.E.,
Deputy Controller of Public Works Accounts,
(Irrigation Branch).

No. 389A. From Lieutenant-Colonel J. GODDARD, R.E., District Engineer, Presidency, to Colonel G. W. WALKER, R.E., Chief Engineer and Secretary to Government, Public Works Department, dated Fort St. George, 27th June 1873, No. 1,382.

In submitting documents, as per margin, this day received, I have the honour to report that I believe I can suggest arrangements which will amply fulfil all demands.

2. The details I hope to furnish to-morrow with a sketch plan.

From Lieutenant-Colonel J. GODDARD, R.E., District Engineer, Presidency, to Colonel E. A. FOORD, R.E., Inspecting Engineer for Civil and Military Buildings, dated Fort St. George, 3rd July 1873, No. 1,492.

In continuation of my letter, No. 1,382, dated 27th June 1873, to the address of the Chief Engineer and Secretary to Government, Public Works Department, I have the honour to submit two plans of the office of Controller of Public

Works Accounts, one exhibiting existing arrangements, and the other the arrangements by means of which I propose to afford the accommodation stated to be required.

2. No. 1 Room, Upper Story, Plan A.—This room, measuring 31½' by 16½' with a long screen partitioning off a portion as a tiffin-room for the Controller, is now occupied by Mr. Moss. It is open to the seaface, on which side it has three large windows as well as two on the north. I propose to divide this room by a low screen into two rooms, one 20' × 16½', and the other 13' × 16½'. The large room for the Controller and the smaller room for his Deputy, vide plan marked B. Each will have a punkah.

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23rd August 1873.*

3. I think the space allotted for the Controller sufficient with reference to the size of the rooms occupied by the undermentioned officers:—

- | | |
|---|------------|
| 1. Chief Engineer for Irrigation and Joint Secretary to Government,
Public Works Department, one room | 20½' × 16' |
| 2. Under Secretary to Government, Public Works Department | 16½' × 13' |
| 3. Inspecting Engineer for Civil and Military Buildings | 20' × 11½' |
| 4. Do. for Ports and Communications | 14' × 11½' |
| 5. District Engineer, Presidency | 16' × 10' |

4. No. 2 Room, Upper Story, Plan A.—This room, which measures 21½' by 16½', with two large windows to the seaface, is now occupied by the Deputy Controller, Mr. Mills, with a portion screened off for a commode. It can be made over to Lieutenant Christie, R.E., Deputy Controller, Irrigation Branch.

5. No. 3, Upper Story, Plan A.—This room, measuring 16½' × 18' in the clear, is now occupied by Mr. Newbigging, an Assistant Accountant. It is partitioned off by screens into two compartments, one of which is used as a tiffin-room, and the other for a commode. The room has a punkah and a large glazed sky-light in the roof. I would suggest that this room be made over to Lieutenant Christie, R.E., as marked in yellow in plan B for his office establishment.

6. The room, it will be observed, immediately adjoins that which I propose to allot to Lieutenant Christie, and as it seems to be a *sine qua non* that there should be every facility for intercommunication between Lieutenant Christie and his Assistants, the proposed arrangements appear to be the best possible.

7. No. 4 Room, Upper Story, Plan A.—This room, in which one end window faces the sea, measures 34' × 15'; Lieutenant Christie occupies a small portion, which is screened off. It has a punkah. His office establishment and the Auditors of the Salary Branch occupy the portion outside the screen. I would suggest that Mr. Newbigging, the Assistant Accountant, from room No. 3 may be transferred and located here, and the screen removed to give free access to the sea breeze along the whole length of the room.

8. Nos. 5 and 6, Upper Story, Plan A.—These rooms are now occupied by the Audit Department, and existing arrangements need not be disturbed, with the exception that the desks shall be placed back to back in the centre of the room, and the almirahs placed along the walls of the room, where all the Clerks and Accountants will be under the eye and direct control of the Manager of the Office, vide Plan B.

9. No. 7 Room, Upper Story, Plan A.—This room is occupied by the Head or Chief Accountant and his Assistants, and measures 14' × 16' in the clear; no alteration proposed.

10. No. 8 Room, Upper Story, Plan A.—This room is occupied by the Appropriation Branch and no alteration proposed.

LOWER STORY.

11. No. 9 Room, Lower Story, Plan A.—This room measures 24½' × 32½', and is provided with a large glazed ventilator. It is now used by the Record Department for keeping old records of the late Central Office prior to 1863. These records should be removed to the District Engineer's stores or office, or destroyed, as soon as circumstances admit. The room can then easily accommodate 20 clerks at least. The walls are 16 feet high, and it has two windows and a door; another glazed sky-light may be put up if required, vide Plan B.

12. Nos. 10, 11, and 12 Rooms, Lower Story, Plan A.—Of these three excellent rooms in the lower story, one with a very pretty punkah in it, is occupied as a tiffin-room for East Indians, one commode and a chamber utensil is deposited in each of the others; they are useful rooms. Nos. 11 and 12 might be utilized with advantage as clerks' rooms with glazed ventilators on the roof as shown in Plan B, the partition wall being removed. At present this valuable space is utterly lost to all profitable purpose.

13. No. 13 Room, Lower Story, Plan A, is now occupied by the Stationery Department; no alteration proposed.

14. Nos. 14 and 15 Rooms, Lower Story, Plan A.—These two rooms measure 17' × 16'. No alteration proposed at present.

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23rd August 1873.*

15. No. 16 Room, Lower Story, Plan A, is a bombproof building, and is occupied by the records and blank forms for distribution to all ranges. This need not be disturbed.

16. I have the honour to submit another sketch plan showing the office arrangements in the Government Secretariat, Public Works Department.

17. In a room measuring 20½' x 21' three Uncovenanted Assistants are located as follows:—

Mr. D'Vaz, drawing 600 Rupees salary.

„ Parsons, „ 300 „ „

„ Johnson, „ 250 „ „

From the foregoing I think it will be seen that there is no present necessity for renting a separate building for the Office of the Controller of Public Works Accounts, or for adding thereto.

18. By the arrangement I have suggested I think the establishment might be accommodated in the present building. At least my suggestion might be afforded a trial of six months on the understanding that some existing empty almirahs and useless records be removed, as fast as picked out, with all speed to my yard or office, or the records destroyed under G. O., No. 306, dated 30th January 1873.

19. The clerks who resort to the present tiffin-room may, under the proposed arrangements, resort to the flagstaff redan close by for tiffin, where the Government Office clerks go.

20. The location of the commodos and chamber utensils in the rooms 10 and 11 is contrary to all orders, as ample accommodation is provided under G. O.* for both East Indians and Natives.

* No. 3,393, dated 21st October 1869.

21. Since writing the above, I have received the accompanying letter, No. 11, dated 1st July 1873, from the Officiating Controller, in which he records his objections to the arrangements proposed by me and explained above. I will notice the objections *seriatim*.

22. I do not see that my arrangements remove the clerks from direct supervision any more than they are now so removed. At present the Manager is shut up in a room and can only exercise his supervision by visiting the several rooms in which the Auditors work. I do not see that the mere fact of a few clerks being removed downstairs should prevent the Manager from exercising his control. Besides, the office is divided into departments, each department consisting of a number of Clerks and Accountants working under a responsible head, whose duty it ought to be to see that the subordinates placed in his charge attend to their duty. I believe the Local Fund Department is not under the control of the Manager, who has nothing whatever to do with it. It has a highly paid head who is responsible for the work. This department might be placed downstairs.

23. As regards the Officiating Controller's disinclination to deprive his subordinates of their tiffin-room, I see no help in the matter. The subordinates will not by the deprivation be subjected to greater hardship than are their brother clerks in adjoining offices.

24. With regard to the Officiating Controller's room, another screen might be put in room No. 8, "Appropriation Branch," where there is an existing doorway leading to the staircase. This would obviate the inconvenience of passing through the Deputy Controller's room; or the Officiating Controller's room might be given to Lieutenant Christie and his establishment, and the Officiating Controller might occupy the Head Accountant's room (No. 7). The Head Accountant can be located in the room now occupied by the Assistant Accountant or Manager.

From T. MOSS, Esq., Officiating Controller of Public Works Accounts, to Lieutenant-Colonel J. GODDARD, R.E., District Engineer, Presidency, dated Fort St. George, 1st July 1873, No. 11.

With reference to our conversation yesterday relative to extra accommodation for my office, I deem it right to put on paper my reasons for objecting to your proposals and the grounds on which I have consented to waive those objections. This last may be stated first, viz., your distinct and repeated assurance that no additional rooms can be built. My objections are—

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I.—That the men of a large office cannot be properly supervised when they are scattered over various parts of a building without regard to their work, but only with reference to the peculiar arrangement of the rooms. All men are not actuated by a sense of duty, and, in the absence of proper control, there is sure to be neglect of duty on the part of some of those who will have to sit in the lower rooms which you propose to utilize, and which are at present used one as a tiffin-room and the other for records. I am loth to deprive the men of their tiffin-room (formerly a kitchen), which would certainly never be thought of as a *working* room except under disagreeable necessity; and though the records could probably be placed in a storeroom in some other part of the fort, the separation of useless from useful records would be a work of time, and it is not desirable to empty the record-room hurriedly.

II.—The reduction in size of my own room by the addition of a fixed screen so as to form a room for one of the two Deputy Controllers. Without wishing to dwell too much on the fact that I have always had a better office-room, I object to the proposal because to get to my own room I will have to pass, as will also all those who have business with me, through the Deputy Controller's room, and because there will be no quiet nor privacy in rooms formed by screens. Officers of the department have often to see me in office, and it is not desirable that our conversation on such occasions should be heard by others.

III.—The proposed redistribution of space will still leave the office in a very crowded state.

2. I beg that this letter may be forwarded, with your proposals, to Government through Colonel Foord, and I hope that it will be remembered that I am not simply expressing my own opinion, but also the opinion of the two Deputy Controllers, who have been longer than myself attached to the office, and know thoroughly what is required for it in the way of accommodation.

No. 390. ORDER THEREON, 23rd August 1873, No. 2,108.

CIVIL WORKS, No. 34.

THE recommendation of the Inspecting Engineer for Buildings is approved; and the Controller will endeavour by re-arrangement of existing accommodation to obviate any necessity for additional buildings or removal of his office outside the fort.

(True Extract.)

Colonel, R.E.,
Secretary to Government.

To the Inspecting Engineer for Civil and Military Buildings.

„ District Engineer, Presidency.

„ Officiating Controller of Public Works Accounts.

Exd. S. T. Austin.

Spare Copies.

Office of the Inspecting Engineer
for Civil & Military Buildings
N^o 827 Bangalore, 24 July 1873.

From
Colonel E. A. Ford R.E.
Inspecting Engineer for
Civil & Military Buildings.
To

Colonel G. W. Walker R.E.
Secretary to Government
Public Works Department.

With reference to the order of the

Government of the 26th of June 1873 N^o 1133

Enclosures

2 Letters in original

3 Sketch plans.

I have the honor to forward a letter from
the District Engineer, Presidency containing
some suggestions for a better system of
addition to the contractor's establishment,
without increasing the expenditure to a portion
of his office. I also forward a letter from
the Controller with his opinion of the proposed
arrangements.

I have inspected the Office more than
once with the District Engineer and
Controller and beg to recommend that

that before any expense is incurred for
an upper story or for removing the office
to another building either inside or outside
the City the arrangements suggested by
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for a few months. One large room I
particularly noticed as nearly filled with
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The building is somewhat
crowded and I have requested the Dis-
trict Engineer to put up the furniture applied
for by the Controller and to forward an
estimate for replacing the painted lattice in
the verandah by a wooden screen having in
it ornamental glass windows.

I have the honor to be,
Sir,
Your most obedient Servant.

F. A. M. J. G. P. E.
Inspecting Engineer for
Civil & Military Buildings

SP 17
515
Memorandum regarding the
insufficiency of accommodation for
the Special Establishment engaged in
the preparation of the Capital and
Revenue Accounts of Irrigation Works.

A very large number of old
records have now been collected, and
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of paper, and the floors are covered with piles of books; the men have barely room to move about; they have hardly light to work by - in the monsoon they will be quite unable to work.

3. Others are placed in an old bomb proof chamber - hitherto used as a store room for paper and forms - without any windows; and it is only by placing themselves just in the doorway that they can manage to see to do their work.

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Office of the Controller of
Public Works Accounts
Tat. George 28th June 1873

Charles Stewart
S.M.

Sy Controller of P.W. Accounts
(Orizaba Branch)

JS

14
through the District Office of the Controller of
Public Works Accounts,
Fort Saint George, 26 June 1873.

N^o 11/12

From
The Offg. Controller of P.W. Accounts,
To,
The Secretary to Government,
Public Works Department,
Fort Saint George.

Sir,

I have the honor to
submit a Memorandum by
Lieutenant C. H. P. Christie
P. & Deputy Controller,
representing the urgent
necessity of extra accom-
modation to enable him
to

Enclosed is a letter
from the Offg. Controller
of P.W. Accounts to
the Secretary to
Government P.W. D.
Dated 26th June 1873
No. 21084/23445
P.W. 3716/73

to examine the old records
and prepare the accounts
connected with Irrigation
Works.

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Lieutenant Christie and
though there will be in=
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there is nothing for it but
to face the inconvenience
and do the best we can.
I shall therefore forward
this letter through the
Presidency District Engineer
who

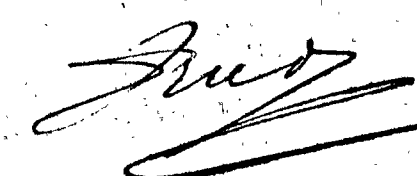
15
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within the Fort. If no such
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We have not thought of
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will be kept in view.
I take

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on

16
on it for want of space in this Office which, I must add, is otherwise unsuited to the purpose for which used; indeed, I should not hesitate to solicit the permission of Government to move out entirely into a hired building did I know of one large enough for the purpose.

I have the honor to be,
Sir,

Your most obedient servant,


offg. Controller of P.W. Accounts.

GP

N^o 1382

312

From

Lt. Col. Howard R. E.
Dist. Engr & Presy.

1/2

Col. G. M. Walker R. E.
Chief Engr & Secy. of Govt. D. P. R.

Sir - In submitting documents
as per margin this day received
I have the honor to report that I
believe I can suggest arrange-
ments which will comply with
all demands.

2. The details I hope to
furnish tomorrow with a sketch
plan.

I have the honor to be
Sir
Your most obedt. servant.

Geo. J. Howard
Dist. Engr & Presy.

Int. S. George
27 June 1873

Encls.
1. Encl. letter
from Cont. P. R.
Apr. N^o 1812
6 June 73 -
with a memo.

N^o 1382

From

Mr. J. P. Cont. of P. R. & M. R.

Secretary to Government
Public Works Department
Fort Smith, Ark.

Dated 26 June 1873

Submitting with
enclosed a Memorandum
from the Chief Engr & Secy. of
the subject of an
increase of personnel
for the purpose of
improvement.

Mr. 2108-23 Aug 73
P. R. 3716/73.

Recd 11-8-73 P.M. 8.7. a

3/3 331916

Construction Office

102 3716 & 4189
Govt. of 1873 Madras.
PUBLIC WORKS.

To the Inspecting Commr for
Civil and Military
Buildings

Dated
Recd. Encl. 4

G. O. 23 Aug 1873. 2108

Nos. 3844 & 390
Office of the Secy to
Govt. of Madras.
The proposals recommended
by the Inspecting Commr for
Buildings for rearrange-
ment of existing accom-
modation in the Office of
the Secy to Govt. are approved with
the following conditions.