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MADRAS RECORD OFFICE

Government of Madras

Public Works DEPARTMENT

G.O. No.	700	(w)	Press
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Dated	17.3		1876.

Not to be folded or roughly handled

*Proceedings of the Madras Government, Public Works Department,
17th March 1876.*

Nos. 280 & 281.

Under date the 17th March 1876, No. 700.

ACCOUNT, Nos. 10 & 11.

To avoid the inconvenience which is now caused by officers of the Public Works Department having to remit money to the

stationery office for the purchase of service books, His Grace the Governor in Council directs that in future all officers of the Public Works Department requiring service books shall indent on the Examiner of Public Works Accounts, who will supply these books in the same way as he does other printed forms.

2. No account, further than the numerical account ordinarily maintained in every office of the supply and issue of stationery, will be kept of these books; but on their issue, the value of each book (*i.e.*, 8 Pies,) will be recovered from the non-gazetted servant to whom it is supplied, and will be credited in the contingent bill.

3. All items now outstanding in the Divisional Miscellaneous Advance Accounts on account of the purchase of Service Books will at once be written off finally to Contingencies.

(True Extract.)

Major-General, R.E.,
Secretary to Government.

- To the Consulting Architect.
- „ Chief Engineer for Irrigation.
- To all District Engineers.
- To the Consulting Engineer for Railways.
- „ Examiner of Railway Accounts.
- „ „ of Public Works Accounts
- „ Financial Department.

Exd. S. T. Austin.
Spare Copies

To

Secretary.

KEEP-WITH.

Sl. No.

dated

187

In Section by, clause 14 of the Civil Pension rules, are these words, "A Service book is supplied, at his own cost, to every Officer on his first appointment." With reference to this order, I wish to point out that the present price of these Service books is 8 pice. In other words, omitting exchange, these books are sold by Government to its employes at the rate of one penny each.

2- The order I refer to is a Financial Order, which was doubtless passed with the intention of saving the State an expenditure of one penny on the first appointment

of each of its non-gazetted Officers;
and were this desirable object secured
without a corresponding expenditure
elsewhere, the abstract principle at
least is one that could be understood
and respected.

3. But the fact is that the
indirect expenditure incurred in the
collection of this poll-tax is out
of all proportion to the Revenue
derived; a revenue which at the
outside may be taken at Rs 10/-
or 15/- per annum for the whole
P.W. Department. The almost
nominal value placed on these
books obliges every body concerned
to keep up an account of them.
They are in fact stores, the supply,
the maintenance and the issue
of which involve account-keeping.

4. The District Engineer, Bellary
has just addressed me on the
subject of the difficulties he has
experienced in obtaining a sup-
ply of these books. He requires,

he informs me, several services
books, from which I conclude he
wants eight pounds or a pounds
worth; two or three pounds worth
would in fact, for a small office,
be a very large order, requiring
many years and many changes
of public servants, to dispose of.

5. The Superintendent of Stationery
refuses, he tells me, to accept stamps
in payment and requires a Treasury
Remittance transfer receipt. On
application to the Treasury, the
Deputy Collector informs him that
the proposed course is quite in-
admissible under para 32 of the
Indian Bill books. To settle the
matter and to enable him to pay
for his petty purchase, I have had
to put the whole machinery of
the Departmental transfer account
in motion. I have had to write
back to him in this view, and
he will address the District Engineer,
Presidency, who will acknowledge
his letter, and send a few with

another letter and the four annas re-
quired to the Stationery Office. This
will require receipt which will
be attached to and advice of transfer
and duly sent to the District
Inspector, Tellicherry, a duplicate being
sent to this Office. The District
Inspector, Tellicherry, will duly acknow-
ledge the debit and advise the
District Inspector, Presidency, of the
month in the accounts of which
the transaction will be shown; the
respective entries will appear in the
accounts of both Divisions, and
will be checked and audited by
this Office.

6. Government might well
imagine the transaction would end
here; but practically all this is
only the commencement of a very
long tedious subsequent process. Each
penny of the original amount has
to be recovered from the eventual
recipients of the books; it is
technically speaking an advance

79
and it finds a place in the
Miscellaneous Advances Account.
Here it remains in suspense month
after month as each advance is
shown in the Schedules of Miscel-
laneous Advances submitted to
this Office quarterly. They were (or
rather were under the old system)
copied into a General Statement
and submitted to Government
with remarks by Divisional Officers
and perhaps the hopeful remark
by the Examiner, Spice adjusted
vide G.O. 12279 of 16
January 1875. Since submission of
last statement. On such items
Government has to make remarks,
in fact I could point out an in-
ordinate purchase of service books
to the extent of Rs. 3-7-4, which
appears to have been before
Government in every quarterly
Statement submitted since
G.O. No. 140 of 12
January 1874. September 1873.

7. Even this is not all. This

Still remains the chance of finding
these books being lost and of
much correspondence being required
before the value could be written
off.

But the chance is but a small one.
Statements of the system in force.
Every body concerned to keep
up their books and to debit
to the Service book account
the value of their time spent
in adjusting these items. I might
reasonably ask on which side of
the account would the balance
be shown.

It appears to me that it
is only necessary to call attention
to the absurdity of having it put
a stop to. I would therefore sug-
gest that the Examiner be author-
ized to purchase all the Service
books required by the Department
and to issue them in the same
way as other Stationery, the value,
on purchase, being charged off

finally to Contingencies. The total
annual charge on this Account
for the whole Department could
be safely estimated as I have
said before, at between 10 and 15
percent. If it should be thought
necessary to recover this amount
from the eventual recipients
the value of each book at issue
might be recovered and credited
to the Contingent bill without
any Suspense Account being
maintained to watch these
petty adjustments.

L. J.
9/3

Account
119

No 400

Pro of the Madras Govt.

No

Dated 17th March 1876

To avoid the inconvenience
which is now caused by
Officers of the P.M. Dept having
to remit money to the Stationing
Office for the purchase of
Service books, H. Grace
the Govt. in Council
directs that in future
all Officers of the P.M.
Dept requiring Service books
shall indent on the Examt.

No 17 March 76 PM 380

Com. A. G. H. C. - 3
Ch. of Immigration - 5
All D. Ings. 15
Gov. Secy for Pys 7
Ex. Secy for Pys 5
Ex. Secy for Pys 5
Total 57

of P. W. Afes who will
supply these books in the
same way as he does
other printed forms -

2. No account, further than
the numerical account
ordinarily maintained in
every office of the supply
and issue of Stationery, will
be kept of these books; but
on their issue, the value
of each book
(i.e. 8 pice) will be recovered
from the non-gazetted
Servant to whom it is
supplied, and will be
credited in the Contingent
bill -

3. All items, now
outstanding in the

Divisional miscell¹³⁻¹¹
Advance Afes on a/c
of the purchase of Service
books will ^{at once} be written
off finally to Contingent.

L.L.
9/3
C.M.H.

March 1911
Up to 1000 feet
mostly open
with a few
trees here and there

180-281

13-3-26

Kroes.

CHIEF OF BUREAU
PUBLIC WORKS.

To
C. Enghel.

7 new. 700

280-281.

Service Books - Instructions
issued regarding the purchase
of — and the adjustment
of the coll. of the same.

280 — 281

13-3-76