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MADRAS RECORD OFFICE.

Government of Madras.

Public Works **DEPARTMENT.**

G.O. No. 322	(W)	Press Mis.
Dated 29-6-	1877.	

Not to be folded or roughly handled

GOVERNMENT OF MADRAS

PUBLIC WORKS DEPARTMENT.

29th June 1877, No 322 W.

General.

Account.

Read the following paper —

No 280 *Notes on the Accounts of the Lithographic Department.*

WITH the concurrence of the Chief Engineer I inspected the accounts of the Lithographic Branch, and I have now the honor to forward, for the information of Government, a few remarks on such points as appeared to me worthy of notice in the course of my inspection.

PUBLIC WORKS CHEQUES

2. The most important point in which the working of the Lithographic Branch affects the Public Works Accounts Department is in the preparation of the cheques supplied to Public Works Officers for drawing funds on the various Civil Treasuries

3. These cheques are now prepared in the following way —

The paper, common *ordinary paper without any water-marking*, is first lithographed in tint (*vide Specimen A*), the letter-press and other matter being subsequently lithographed over the tinting by a second impression from another stone (see completed Cheque B).

A stock of these loose cheques is always kept up. On a supply being indented for by the Public Works Secretariat, blank cheques to the required amount are machine-numbered, bound in books of fifty each, and issued

4. The weak point in the system is that the cheques are printed on paper in ordinary use for other purposes, and this alone prevents any check whatever being maintained over the number of cheques that are lithographed or press-numbered. At present it would be easy for any outsider by collusion with one of the native pressmen to obtain any reasonable number of blank copies of Public Works cheques, and this alone is a source of much danger of fraud to Government.

5. The system contrasts strongly with that obtaining in the Military Department. There the cheques are printed on water-lined paper obtained from England through the Stationery Office (*vide Specimen C*). A certain number of sheets of paper are supplied to the press by the Controller of Military Accounts, and exactly this number (whether fair copies or spoiled) have to be returned by the press to the Controller. As far as the press is concerned, therefore, a complete check is maintained over the number of cheques printed. Until a short time ago the cheques of the Military Department, as those of the Public Works Department, to the present time, were *lithographed*. Now they are *printed* as securing a clearer and sharper impression.

6. As it cannot be advisable to neglect in the Public Works Department all those mechanical precautions which are universally found expedient throughout the

mercantile world for the purpose of lessening fraud, and which indeed are even here considered necessary in the other departments of Government, I would strongly recommend that greater precautions be taken in the preparation of blank Public Works cheques and that at least they be *printed* on water-lined paper to be supplied by this office in the same manner and with the same safeguards as the Military Department in lieu of their being *lithographed* as at present on ordinary paper.

7. I should be inclined to go even further as the water-lined paper must come from England, it would seem simpler to get the cheques out already printed and ready for issue. I observe from a valued statement prepared by the Superintendent of the work done in the Lithographic Branch that he values the cost of printing fifty cheques at Rupees 3 or Rupees 60 per 1,000 *excluding* paper, the actual cost price being apparently about one half or say Rupees 30 per 1,000 *excluding* paper.

8. The wholesale price of cheques advertised by Waterlow and Son *including* paper is 6 shillings per thousand, with 1 shilling 6 pence extra for numbering; in all 7 shillings 6 pence per thousand, or say Rupees 5 to Rupees 6 landed here. There is sufficient difference in price to warrant the adoption of the more convenient system, and I would therefore recommend the cheques being procured wholesale from England all ready for issue, a course which would reduce the chance of risk from fraud to a minimum.

9. The system of supplying the cheques to the drawing officers also appears to be capable of considerable simplification. The drawing officer is the Public Works Divisional Officer, and at present, when requiring a cheque book, he has to call upon the District Engineer, who calls upon the Collector, who calls upon the Secretary to Government, Public Works Department, who calls upon the Superintendent, Lithographic Department. On the books being supplied by the Lithographic Department, the same circuitous process reversed has to be gone through.

10. I am at a loss to imagine why the Examiner does not keep the stock of blank cheque books in his safe, and supply the Divisional Officers direct in the same manner as other stationery is supplied. This is the simple course pursued in other Provinces and in this Presidency also in the Military Department, and I should be glad if Government would refer the matter to the Accountant-General and ascertain from that officer whether any objection exists to the introduction in the Public Works Department of the same system of supplying cheque books as exists in the Military Department, *i.e.*, direct from the Controller to the drawing officer.

11. The system of registering the numbers of the cheques in the Lithographic Office might, I think, be improved by the introduction of printed forms, and I propose taking up this matter shortly with the Superintendent of the Lithographic Branch.

STORES

12. Compared with the annual consumption, there is a large stock of stores on hand, a matter which seems to have attracted notice in March 1874, three years ago, when stock was last taken by a gazetted officer. The balance returns of stock and tools and plant for 1874-75, 1875-76, and 1876-77 bear no signature.

13. Stores are issued on rough indents passed by the Superintendent or the Head Draughtsman, and on issue the articles are entered in a rough waste-book. This rough waste-book is supposed to go with the stores and to be initialled by the person receiving them, but this is not generally done, and the Storekeeper consequently has no vouchers to produce for his issues. The rough waste-book is abstracted monthly, and the monthly abstracts brought together at the end of the year in an annual balance return of stores.

14. Here the weak points are—

1st—The intermediate steps in the waste-book and the monthly abstract are got out on rough loose papers, which are not on record, and this

prevents any check being carried out on the monthly abstract without going through the whole work of abstracting *de novo*.

2nd—As no stock-ledger is maintained, it is difficult, if not impracticable, to take stock from time to time as required.

3rd—Tools and plant and stock appear mixed up together in all the returns.

15. I would recommend the introduction of proper printed forms, and that stock-taking be carried out regularly at least once a year by some gazetted officer or by some officer deputed by this office. Should Government approve of these suggestions, I will have these forms put in hand. It seems to me that a proper indent form and a small stock-ledger would supply, and more efficiently, the place of the present indent, waste-book, monthly abstract, and annual return.

16. The stock is kept neatly and in good order.

TEMPORARY ESTABLISHMENTS

17. The only other point worthy of notice is the manner in which the accounts of temporary establishments are now recorded.

On temporary hands being required to carry out extra work for other departments, a sanction for the required establishment is given in that department. The establishment is entertained, and a bill for their pay submitted to the department concerned. On receiving a cheque or cash for the amount of the bill, the Superintendent disburses the amount to the temporary establishment, retaining the acquittance rolls in the Lithographic Department.

18. The transactions in this way do not come before this office in ordinary course for audit. It would be preferable if the sanction for the temporary establishment were advised to this office, and the temporary establishment entered in the regular establishment bill for audit in ordinary course. The cost could then be adjusted through the monthly departmental exchange accounts without any transfer of cash.

19. In conclusion, I may remark that it appeared to me that the operations of the department were much hampered by the want of a writer or two to keep up ordinary correspondence, &c., and the way in which the books have been kept without any such clerical assistance reflects credit on the Superintendent. I have no doubt that in the ensuing reorganization of the department an opportunity could be found of transferring a writer to the Lithographic Department from some other office without incurring any additional expense.

(Signed) L CONWAY-GORDON, Captain, R E,
Examiner of Public Works Accounts

20th June 1877.

No 281. ORDER THEREON, 29th June 1877, No 322 W.

HIS GRACE the Governor in Council approves the proposal of the Examiner to have Public Works cheques printed in future on water-lined paper, instead of being lithographed as at present on ordinary paper. Captain Conway-Gordon will be good enough to arrange for this being done. The cheques may be procured wholesale from England through the Secretary of State. They will on receipt be retained in the custody of the Examiner, and by him supplied to the Treasury Officers of districts for issue.

2. The recommendations on matters of detail made in paragraphs 11 to 15 of the Examiner's report are approved, and will be carried into effect by Captain Conway-Gordon in communication with the Under Secretary of the Public Works Department in charge of the Lithographic Press.

3 The accounts of Temporary Establishments should be brought under proper scrutiny as early as practicable (*vide* paragraphs 17 and 18).

Paragraph 19

4. Such clerical aid as may be necessary should be provided on the reorganization of the department.

(True Extract)

Colonel, R.E.
Secretary to Government, P.W.D.

To the Examiner of Public Works Accounts,
Under Secretary to Government, Public Works Department,
in charge of the Lithographic Press
Revenue Department

4A
NOTES ON THE ACCOUNTS OF THE LITHOGRAPHIC DEPARTMENT.

WITH THE CONCURRENCE OF THE CHIEF ENGINEER, I INSPECTED THE ACCOUNTS OF THE LITHOGRAPHIC BRANCH, AND I HAVE NOW THE HONOR TO FORWARD FOR THE INFORMATION OF GOVERNMENT, A FEW REMARKS ON SUCH POINTS AS APPEARED TO ME WORTHY OF NOTICE IN THE COURSE OF MY INSPECTION.

PUBLIC WORKS CHEQUES.

2. THE MOST IMPORTANT POINT IN WHICH THE WORKING OF THE LITHOGRAPHIC BRANCH AFFECTS THE P.W. ACCOUNTS DEPARTMENT IS IN THE PREPARATION OF THE CHEQUES SUPPLIED TO P.W. OFFICERS FOR DRAWING FUNDS ON THE VARIOUS CIVIL TREASURIES.

3. THESE CHEQUES ARE NOW PREPARED IN THE FOLLOWING WAY:-

THE PAPER, COMMON ORDINARY PAPER WITHOUT ANY WATER-MARKING, IS FIRST LITHOGRAPHED IN TINT, *VIDE SPECIMEN A.*, THE LETTER PRESS AND OTHER MATTER BEING SUBSEQUENTLY LITHOGRAPHED OVER THE TINTING BY A SECOND IMPRESSION FROM ANOTHER STONE, SEE COMPLETED CHEQUE B.

A STOCK OF THESE LOOSE CHEQUES IS ALWAYS KEPT UP, ON A SUPPLY BEING INDENTED FOR BY THE P.W. SECRETARIAT, BLANK CHEQUES TO THE REQUIRED AMOUNT ARE MACHINE-NUMBERED, BOUND IN BOOKS OF 50 EACH, AND ISSUED.

4. THE WEAK POINT IN THE SYSTEM IS THAT THE CHEQUES ARE PRINTED ON PAPER IN ORDINARY USE FOR OTHER PURPOSES, AND THIS ALONE PREVENTS ANY CHECK WHATSOEVER BEING MAINTAINED

OVER THE NUMBER OF CHEQUES THAT ARE LITHOGRAPHED OR PRESS-NUMBERED. AT PRESENT IT WOULD BE EASY FOR ANY OUTSIDER BY COLLUSION WITH ONE OF THE NATIVE PRESS-MEN TO OBTAIN ANY REASONABLE NUMBER OF BLANK COPIES OF P.W. CHEQUES, AND THIS ALONE IS A SOURCE OF MUCH DANGER OF FRAUD TO GOVERNMENT.

5. THE SYSTEM CONTRASTS STRONGLY WITH THAT OBTAINING IN THE MILITARY DEPARTMENT. THERE, THE CHEQUES ARE PRINTED ON WATER-LINED PAPER OBTAINED FROM ENGLAND THROUGH THE STATIONERY OFFICE, VIDE SPECIMEN C. A CERTAIN NUMBER OF SHEETS OF PAPER ARE SUPPLIED TO THE PRESS BY THE CONTROLLER OF MILITARY ACCOUNTS, AND EXACTLY THIS NUMBER (WHETHER FAIR COPIES OR SPOILED) HAVE TO BE RETURNED BY THE PRESS TO THE CONTROLLER. AS FAR AS THE PRESS IS CONCERNED THEREFORE, A COMPLETE CHECK IS MAINTAINED OVER THE NUMBER OF CHEQUES PRINTED. UNTIL A SHORT TIME AGO, THE CHEQUES OF THE MILITARY DEPARTMENT, AS THOSE OF OF THE P.W. DEPARTMENT TO THE PRESENT TIME, WERE LITHOGRAPHED. NOW THEY ARE PRINTED, AS SECURING A CLEARER AND SHARPER IMPRESSION.

6. AS IT CANNOT BE ADVISABLE TO NEGLECT IN THE P.W. DEPARTMENT ALL THOSE MECHANICAL PRECAUTIONS WHICH ARE UNIVERSALLY FOUND EXPEDIENT THROUGHOUT THE MERCANTILE WORLD FOR THE PURPOSE OF LESSENING FRAUD, AND WHICH INDEED ARE EVEN HERE CONSIDERED NECESSARY IN THE OTHER DEPARTMENTS OF GOVERNMENT, I WOULD STRONGLY RECOMMEND THAT GREATER PRECAUTIONS BE TAKEN IN THE PREPARATION OF BLANK P.W. CHEQUES, AND THAT AT LEAST THEY BE PRINTED ON WATER-LINED PAPER TO BE SUPPLIED BY THIS OFFICE IN THE SAME MANNER AND WITH THE SAME SAFEGUARDS AS THE MILITARY DEPARTMENT, IN LIEU OF THEIR BEING LITHOGRAPHED AS AT PRESENT ON ORDINARY PAPER.

7. I SHOULD BE INCLINED TO GO ^{EVEN} FURTHER - AS THE WATER-LINED PAPER MUST COME FROM ENGLAND, IT WOULD SEEM SIMPLER TO GET THE CHEQUES OUT ALREADY PRINTED AND READY FOR ISSUE. I OBSERVE FROM A VALUED STATEMENT PREPARED BY THE SUPERINTENDENT OF THE WORK DONE IN THE LITHOGRAPHIC BRANCH THAT HE VALUES THE COST OF PRINTING 50 CHEQUES AT Rs.3, OR RS.60 PER 1,000 EXCLUDING PAPER, THE ACTUAL COST PRICE BEING APPARENTLY ABOUT ONE HALF, OR SAY RS.30 PER 1,000, EXCLUDING PAPER.

8. THE WHOLESALE PRICE OF CHEQUES ADVERTIZED BY WATERLOW & SON INCLUDING PAPER IS 6 SHILLINGS PER THOUSAND, WITH 1 SHILLING 6 PENCE EXTRA FOR NUMBERING, IN ALL 7 SHILLINGS 6 PENCE PER THOUSAND, OR SAY RS.5 TO RS.6 LANDED HERE. THERE IS SUFFICIENT DIFFERENCE IN PRICE TO WARRANT THE ADOPTION OF THE MORE CONVENIENT SYSTEM, AND I WOULD THEREFORE RECOMMEND THE CHEQUES BEING PROCURED WHOLESALE FROM ENGLAND ALL READY FOR ISSUE, A COURSE WHICH WOULD REDUCE THE CHANCE OF RISK FROM FRAUD TO A MINIMUM.

9. THE SYSTEM OF SUPPLYING THE CHEQUES TO THE DRAWING OFFICERS ALSO APPEARS TO BE CAPABLE OF CONSIDERABLE SIMPLIFICATION. THE DRAWING OFFICER IS THE P.W. DIVISIONAL OFFICER, AND AT PRESENT, WHEN REQUIRING A CHEQUE BOOK, HE HAS TO CALL UPON THE DISTRICT ENGINEER, WHO CALLS UPON THE COLLECTOR, WHO CALLS UPON THE SECRETARY TO GOVERNMENT, PUBLIC WORK DEPARTMENT, WHO CALLS UPON THE SUPERINTENDENT LITHOGRAPHIC DEPARTMENT. ON THE BOOKS BEING SUPPLIED BY THE LITHOGRAPHIC DEPARTMENT, THE SAME CIRCUITOUS PROCESS REVERSED HAS TO BE GONE THROUGH.

10. I AM AT A LOSS TO IMAGINE WHY THE EXAMINER DOES NOT KEEP THE STOCK OF BLANK CHEQUE BOOKS IN HIS SAFE, AND SUPPLY THE DIVISIONAL OFFICERS DIRECT IN THE SAME MANNER AS OTHER STATIONERY IS SUPPLIED. THIS IS THE SIMPLE COURSE PURSUED IN OTHER PROVINCES, AND IN THIS PRESIDENCY ALSO IN THE MILITARY DEPARTMENT, AND I SHOULD BE GLAD IF GOVERNMENT WOULD REFER THE MATTER TO THE ACCOUNTANT GENERAL, AND ASCERTAIN, FROM THAT OFFICER, WHETHER ANY OBJECTION EXISTS TO THE INTRODUCTION IN THE P.W. DEPARTMENT OF THE SAME SYSTEM OF SUPPLYING CHEQUE BOOKS AS EXISTS IN THE MILITARY DEPARTMENT I.E., DIRECT FROM THE CONTROLLER TO THE DRAWING OFFICER.

11. THE SYSTEM OF REGISTERING THE NUMBERS OF THE CHEQUES IN THE LITHOGRAPHIC OFFICE MIGHT I THINK BE IMPROVED, BY THE INTRODUCTION OF PRINTED FORMS, AND I PROPOSE TAKING UP THIS MATTER SHORTLY WITH THE SUPERINTENDENT OF THE LITHOGRAPHIC BRANCH.

STORES.

12. COMPARED WITH THE ANNUAL CONSUMPTION, THERE IS A LARGE STOCK OF STORES ON HAND, A MATTER WHICH SEEMS TO HAVE ATTRACTED NOTICE IN MARCH 1874 THREE YEARS AGO, WHEN STOCK WAS LAST TAKEN BY A GAZETTED OFFICER. THE BALANCE RETURNS OF STOCK & TOOLS & PLANT FOR 1874-75, 1875-76 AND 1876-77 BEAR NO SIGNATURE.

13. STORES ARE ISSUED ON ROUGH INDENTS PASSED BY THE SUPERINTENDENT, OR THE HEAD DRAUGHTSMAN, AND ON ISSUE, THE ARTICLES ARE ENTERED IN A ROUGH WASTE-BOOK. THIS ROUGH WASTE BOOK IS SUPPOSED TO GO WITH THE STORES, AND TO BE INITIALLED

6A
BY THE PERSON RECEIVING THEM, BUT THIS IS NOT GENERALLY DONE, AND THE STOREKEEPER CONSEQUENTLY HAS NO VOUCHERS TO PRODUCE FOR HIS ISSUES. THE ROUGH WASTE-BOOK IS ABSTRACTED MONTHLY, AND THE MONTHLY ABSTRACTS BROUGHT TOGETHER AT THE END OF THE YEAR IN AN ANNUAL BALANCE RETURN OF STORES.

14. HERE THE WEAK POINTS ARE:-

1ST. THE INTERMEDIATE STEPS BETWEEN THE WASTE-BOOK AND THE MONTHLY ABSTRACT ARE GOT OUT ON ROUGH LOOSE PAPERS, WHICH ARE NOT ON RECORD, AND THIS PREVENTS ANY CHECK BEING CARRIED OUT ON THE MONTHLY ABSTRACT, WITHOUT GOING THROUGH THE WHOLE WORK OF ABSTRACTING DE NOVO.

2ND. AS NO STOCK-LEDGER IS MAINTAINED, IT IS DIFFICULT, IF NOT IMPRACTICABLE, TO TAKE STOCK FROM TIME TO TIME AS REQUIRED.

3RD. TOOLS AND PLANT AND STOCK APPEAR MIXED UP TOGETHER, IN ALL THE RETURNS.

15. I WOULD RECOMMEND THE INTRODUCTION OF PROPER PRINTED FORMS, AND THAT STOCK-TAKING BE CARRIED OUT REGULARLY AT LEAST ONCE A YEAR BY SOME GAZETTED OFFICER, OR BY SOME OFFICER DEPUTED BY THIS OFFICE. SHOULD GOVERNMENT APPROVE OF THESE SUGGESTIONS, I WILL HAVE THESE FORMS PUT IN HAND. IT SEEMS TO ME THAT A PROPER INDENT FORM AND A SMALL STOCK LEDGER WOULD SUPPLY, AND MORE EFFICIENTLY, THE PLACE OF THE PRESENT INDENT, WASTE-BOOK, MONTHLY ABSTRACT, AND ANNUAL RETURN.

16. THE STOCK IS KEPT NEATLY AND IN GOOD ORDER.

17. TEMPORARY ESTABLISHMENTS.

THE ONLY OTHER POINT WORTHY OF NOTICE IS THE

MANNER IN WHICH THE ACCOUNTS OF TEMPORARY ESTABLISHMENTS ARE
NOW RECORDED.

ON TEMPORARY HANDS BEING REQUIRED TO CARRY OUT EXTRA
WORK FOR OTHER DEPARTMENTS, A SANCTION FOR THE REQUIRED ES-
TABLISHMENT IS GIVEN IN THAT DEPARTMENT. THE ESTABLISHMENT
IS ENTERTAINED, AND A BILL FOR THEIR PAY SUBMITTED TO THE DE-
PARTMENT CONCERNED. ON RECEIVING A CHECK OR CASH FOR THE
AMOUNT OF THE BILL, THE SUPERINTENDENT DISBURSES THE AMOUNT
TO THE TEMPORARY ESTABLISHMENT, RETAINING THE ACQUITTANCE
ROLLS IN THE LITHOGRAPHIC DEPARTMENT.

18. THE TRANSACTIONS IN THIS WAY DO NOT COME BEFORE THIS
OFFICE IN ORDINARY COURSE FOR AUDIT. IT WOULD BE PREFERABLE
IF THE SANCTION FOR THE TEMPORARY ESTABLISHMENT WERE ADVISED
TO THIS OFFICE, AND THE TEMPORARY ESTABLISHMENT ENTERED IN
THE REGULAR ESTABLISHMENT BILL FOR AUDIT IN ORDINARY COURSE.
THE COST COULD THEN BE ADJUSTED THROUGH THE MONTHLY DEPART-
MENTAL EXCHANGE ACCOUNTS WITHOUT ANY TRANSFER OF CASH.

19. IN CONCLUSION, I MAY REMARK THAT IT APPEARED TO ME
THAT THE OPERATIONS OF THE DEPARTMENT WERE MUCH HAMPERED BY
THE WANT OF A WRITER OR TWO, TO KEEP UP ORDINARY CORRESPOND-
ENCE ETC. ETC. AND THE WAY IN WHICH THE BOOKS HAVE BEEN KEPT
WITHOUT ANY SUCH CLERICAL ASSISTANCE REFLECTS CREDIT ON THE
SUPERINTENDENT. I HAVE NO DOUBT THAT IN THE ENSUING REORGI-
NIZATION OF THE DEPARTMENT, AN OPPORTUNITY COULD BE FOUND OF
TRANSFERRING A WRITER TO THE LITHOGRAPHIC DEPARTMENT FROM
SOME OTHER OFFICE WITHOUT INCURRING ANY ADDITIONAL EXPENSE.

Stonway-Jordon

EXAMINER, P. W. ACCOUNTS.

CD. E.H.W.

19-6-77.

EXD. J.P.
19-6-77.

P.W.D.

21 JUN 77

No 6005

FROM THE EXAMINER,

P.W. ACCTS., MADRAS.

TO THE SECRETARY TO GOVERNMENT,

P.W. DEPARTMENT,

GENERAL PENNICH.

NO. 46. V.

DATED 20TH. JUNE 1877.

RECD.

Enclosed

FORWARDING A REPORT ON THE
EXAMINATION OF THE ACCOUNTS OF THE
LITHOGRAPHIC DEPARTMENT FOR THE IN-
FORMATION OF GOVERNMENT.

46 29 June 77) S.B. 280

26.6.77

No 322 W Public Works Department.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

UNDER date the 29 June 77
Read the following:—

From
The Examiner P.W. Accounts (St. 6 No 46 W d 20th June 1877)

His Grace the
Governor in Council approves
of the proposal of the Examiner
to have Public Works Cheques
printed in future on water
lined paper, instead of
being lithographed as at
present on ordinary paper.
Captain Conway-Gordon
will be good enough to
arrange for this being done.
The cheques may be procured
wholesale from England
through the Secretary of State.
They will on receipt be
retained in the custody
of

of the Examiner, and by him
supplied to the Treasury Office
of Districts for issue

2. The recommendations
on matters of detail made
in paras 11 to 15 of the Examiner's
report are approved, and
will be carried into effect
by Captain Conway-Lordon
in communication with the
Under Secretary of the Public
Works Department in charge
of the Lithographic Press.

3. The accounts of
Temporary Establishments
should be brought under
proper scrutiny as early
as practicable - Vide paras
17 and 18.

4. Such clerical
aid as may be necessary

should

Para 19.

911
Should be provided on
the reorganization of the
Department

Wk
25.6.77

EST
25/6

Examiner P. W. Accounts
Under Secy to Govt. P. W. D.
in charge of the Lithographic
Press.
Revenue Department

trip - 13-7-77

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Govt. of 1877 Madras

PUBLIC WORKS.

To

Dated

Issued

Recd.

Encl

G O, 24 1877, No 322

Nos. 280-281

Lithographic Press, Madras

Printing press on the
of the Government of Madras
on the 1st of 1877

Entered in Register