

(1) Number of pages 12
(2) Date of repair 5.9.86
(3) Initials of the Referencer lowa

TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P. W. D. DEPARTMENT

G.O. No.	3836W	Press.
B.P. No.		Mis.
Dated	2.10.1878	197.

Not to be folded or roughly handled.

5836
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GOVERNMENT OF MADRAS.
PUBLIC WORKS DEPARTMENT.

2nd October 1878, No. 3,836 W.

General.
Account.

Read the following paper:—

No. 5. From Lieutenant-Colonel H. L. PRENDERGAST, R.E., Officiating Superintending Engineer, North Arcot, to the Chief Engineer, Public Works Department, dated Vellore, 14th September 1878, No. 2,997.

With reference to G.O., No. 3,369 W, dated the 23rd August 1878, I have the honor to report that the Wallaja Range Officer gives the following explanation of his cash balance not being reported on the 1st of each month.

2. The sub-divisional officers do not forward their cash balance statements as soon as they should; their attention has been drawn to the matter.

3. Besides the cash balance, a statement of cash in treasury and unpaid cheques is required on the back of the form. This statement cannot be furnished till the treasury balance certificate and pass book are received from the Deputy Collector, and they come in usually late in month. If the Examiner will take only the statement of cash balance, this can be sent by about the 3rd of the month.

4. From an outlying part of the range, such as Maderpak, the post takes two or three days to come to range headquarters: hence it is an impossibility that the statement of cash balances can be sent on the 1st of the month.

No. 5-A. From the Examiner of Public Works Accounts, dated 21st September 1878.

No. 6. ORDER THEREON, 2nd October 1878, No. 3,836 W.

THE Examiner will furnish the Wallaja Divisional Officer with a copy of the "Instructions regarding Divisional Cash Balance Returns," of the existence of which he seems to be unaware. If these instructions are attended to, there should be no delay in the submission of the returns.

2. The attention of other officers who are unpunctual should also be called to these instructions.

(True Extract.)

(Signed) E. A. FOORD, Colonel, R.E.,
Secretary to Govt., P.W.D.

(True Copy.)

Major, R.E.,
Under Secy. to Govt., P.W.D.

To the Examiner of Public Works Accounts.
" District Engineer, North Arcot.

Exd J. W. Fischer.

Spare Copies

✓ Besides the cash balance



Govt. of (1878) Madras.
PUBLIC WORKS

THE EXAMINER OF PUBLIC
WORKS ACCOUNTS.
&c. &c. &c.

Dated October 2nd.

Issued

Recd.

Encl.

S. O. 2nd October 1878, No. 3,836 W.

OCTOBER.

Nos. 5-6.

Instructions regarding Divisional Cash Balance Returns.—The Examiner requested to furnish the Wallaja Divisional Officer with the — and to call the attention of other officers to these instructions.

No. 2997

NORTH ARCOT.

Office District Engineer's Office.

24 September 1878.

FROM

Office Supt.
THE DISTRICT ENGINEER.

NORTH ARCOT.

TO

THE

Chief Engineer

SIR,

Public Works Department
Madras

With reference to G.O. No. 3369 W. dated the 23rd August 1878. I have the honor to report, that the Wallaja Range officer gives the following explanations of his cash balance not being reported on the 1st of each month.

The Sub-divisional Officers do not forward their cash balance statements, as soon as they should: their attention has been drawn to the matter.

Besides the cash balance,

a statement of cash in Treasury, and unpaid cheques is required, on the back of the form. This statement cannot be furnished, till the Treasury balance certificate and Pass book are received from the Deputy Collector: and they come in, usually, late in month. If the Examiner will take, only the statement of Cash balance: this can be sent by about the 3rd of the month.

From an out. lying part of the Range, such as Inaderpak; ~~though~~ post takes 2 or 3 days to come to Range Head Quarters: hence it is an impossibility that the statement of

Cash balances can be sent on the 1st of the month.

I have the honor to be
Sir
Your most obedient servant

Wm Alexander Smith
Officiating Superintending Engineer
North West

by No 3369W of 23rd Aug 78
quote

TO W.

I CANNOT DO BETTER THAN
FORWARD FOR YOUR INFORMATION THE
ATTACHED COPY OF INSTRUCTIONS
REGARDING CASH BALANCE RETURNS.

THE POINTS RAISED BY THE
SUPERINTENDING ENGINEER, NORTH
ARCOT, ARE FULLY MET BY THESE
INSTRUCTIONS.

THEY ALLOW FOR THE CASH
BEING COUNTED ON THE 31ST. OF
EACH MONTH, AND FOR AT LEAST TWO
DAYS POST BETWEEN THE SUBDIVI-
SIONAL AND THE HEAD OFFICE.

I DO NOT THINK THAT ANY EX-
CUSE IS VALID FOR UNPUNCTUALITY
IN THE SUBMISSION OF THESE CASH
BALANCE STATEMENTS.

26
219

1878 Sept 14
General
To Mr. The offg. Supg Engr.
North Arcot.

Dated 14 Sept 1878.
cc 16

No 2997
Encl 1

Cash balance -
Gives the expla-
nation of Wallopah
Range officer as to
delay in sending
on the 1 of each month

To C.
The remarks with
reference to the conclusion
of the 3rd paragraph.
17/9 16/9/78 Jy. Sgr.

To acty 24-9-78
Cir 27-9-78. P. 2. 10. 78

[Exr. Wks. Form No. 182, Instructions.]

[No. 10, Ia.]

Instructions regarding Divisional Cash Balance Returns.

1. THE Executive Officer should prepare monthly, from his Sub-divisional Returns, Exr. Wks. Form No. 170, a Divisional Cash Balance Return in Exr. Wks. Form No. 182, which should be despatched to the Examiner* not later than the 3rd of each month. The submission of the return is not to be delayed on account of the absence of a sub-divisional return. Nor should the return be delayed for want of the Treasury Balance Certificate. But the fact that the return is for these reasons incomplete should be noted at foot, and a revised return should be submitted as soon as the whole of the sub-divisional returns, and the Treasury balance certificate are received.

2. These returns will be based, as regards Cash, on the actual counting of the coin* and other value in the possession of the Officer or Subordinate concerned, and, as regards Drawing Accounts, on the balance of the Cash Book.

3. If the balance found on actual counting is short of what it should be, the difference is on no account whatever to be included in the Balance Return; it should be debited to "Miscellaneous Advances," and the circumstances should at once be reported to the Examiner through the District Engineer, in order that the Examiner may obtain the orders of Government.† Executive Officers should see that their subordinates conform to this rule.

4. The cash balance of an Imprest holder, so far as these returns are concerned, is the total amount of his imprest.‡

5. No copy of the Cash Balance Return is to be sent to any other Officer than the Examiner.

* Vide P. W. Code Chap. XVII, i, 43.

† Vide also P. W. Code, Chap. XIX, i, 10.
‡ " " " " i, 41.

No 3369W 81232

23770/1878

No 3836W Public Works Department. *Genl Secy*

PROCEEDINGS OF THE MADRAS GOVERNMENT.

UNDER date the 20 Oct 78

Read the following:—

From the *Off Insp Insp* } P.O. No 2997 of 14 Sept 78
North Arc

The Examiners will furnish the Wallaja Divisional Officer with a copy of the "Instructions regarding Divisional Cash Balance Returns" - of the existence of which he seems to be unaware. If these instructions are attended to there should be no delay in the completion of the Returns.

SK

The

Cir 27-9-78. Rd 2.10.78

17/9

20 16/9/78 *Ag. Secy*

R.P.

Mr. W. Anderson

The attention of
other officers who are
unpunctual should
also be called to these
instructions.

607 27/9

What we are such
a pretty nature as this

By Mr. Aubrey
W. E. H. Arcott

Cir 27-9-78. Recd 2-10-78
24-9-78

Staff 18-10-78

10301



Govt. of (1878) Madras.

PUBLIC WORKS.

To

Dated

Even of Rm. G.

Issued

Recd.

Encl.

G. O. 2nd Oct^r 1878, No. 3836W

Nos 5-6.

18-3

Instructions regarding Divisional
Cash Balance Returns

The Exam^r requests to
furnish the Wakaiah Dm^o
officer with the — & to
call the attenⁿ of other
officers to these instructions

Subdⁿ Repr.