Archives I—10,006—16-8 77.

(1) Number of pages 32
(2) Date of repair 6/11/86
(3) Initials of the Referencer

TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P.W. DEPARTMENT

G.O. No. / ~~B.P. No.~~ 2206 (W) Press. / ~~Mis.~~

Dated 25-8-1879 ~~197~~.

Not to be folded or roughly handled

2206/1

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

25th August 1879, No. 2,206 W.

General.

Establishment.

No. 119. Proceedings of Government, dated 25th August 1879, No. 2,206 W.

The first three chapters of the new edition of the Public Works Code have now issued from the Press, and the progress made in regard to the rest is such as to warrant the conclusion that the production of the remaining chapters will proceed henceforward with regularity and promptitude.

2. As the successive issue of the chapters at regular intervals affords the best opportunity for the thorough study and mastery of each of the special subjects treated of, it has been decided by His Grace the Governor in Council, that immediately on being printed, two copies of each chapter shall be sent to every Superintending Engineer and Executive Engineer's Office (with expansible covers for the reception of others as they appear). One of these to be retained for the use of the head office in each case, and the other to be circulated for perusal by sub-divisional officers, &c.

3. Superintending and Executive Engineers are expected to interest themselves personally, not only in acquiring a complete mastery of the contents of each chapter as it appears (much of the matter being now new or freshly compiled), but in enforcing the study of the contents by all under their orders.

4. Till the work has appeared in its complete form with an appropriate Index, as also with the Appendices and the authorised Forms, it will be impossible to exact the rigid adhesion to rules which is so beneficial in preventing useless work and correspondence, while ensuring the most perfect liberty of action and responsibility as regards the successive grades of the Department, but at the same time a sensible effort and advance towards the attainment of this may even now be made, and the sooner this is done the better.

5. One of the main advantages of the Code is the facility it affords for referring to the orders of Government in support of any action taken, and as the edition now issuing gathers up the substance of all useful Government Orders, either of this Government or of the Government of India, Heads of offices may at once insist, that, so far as possible, the paragraph of the new Code (or the number of any Standing Order which may in the interval be circulated) is quoted in all official correspondence passing through their hands instead of the number and date of the corresponding Government Order. This rule will of course become absolute hereafter, and unless where serious public inconvenience would be occasioned thereby, the documents failing in this respect should be returned for revision.

6. Again, whenever an officer or subordinate refers for orders, any matter which he is himself competent under the Code Rules to deal with, the superior office should not decide or take action for him, though of course, if the reference come in the form of asking advice, this should be freely afforded. Independence, which in any way within the rules of Government should be carefully fostered by all authorities, will with the feeling of responsibility, which is no less desirable, be thus as far as possible

insured. Acting on the same principle every effort should be made on the careful inspection of offices to stop unhesitatingly any really useless clerical work, and above all to prohibit the adoption or use of forms or returns of account which have not been specifically ordered by Government.

7. In conclusion, it may be as well to observe, that as no excuse will hereafter be received on the plea of ignorance of the rules of Government, measures will be taken for ascertaining the knowledge of these rules on the part of members of the Department.

8. Superior officers in their inspections will be expected to satisfy themselves on this point, and acquaintance with the Code will be made one of the specific subjects of examination of Assistant Engineers, paragraphs 153—155. All clerks drawing more than Rupees 50 per mensem will be considered probationary till they have passed a satisfactory examination in the Code, and for all such appointments subsequent to the publication of the complete edition, acquaintance with the Code will be made an indispensable condition. The rules on this subject will issue at a subsequent date, but in the meanwhile the individuals concerned should take the opportunity afforded by the successive issue of the several chapters to master the subject in the most thorough manner.

9. Any member of the Department wishing to have his private copy of the Code issued to him in successive chapters as they come out can have this done by making the requisite application to the Examiner. On completion of the work such copies may be exchanged without extra charge against fully bound copies.

(True Extract.)

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

To the Superintending Engineers.
" Chief Engineer for Irrigation.
" Consulting Engineer for Railways.
" Examiner of Public Works Accounts.
" " of Railway Accounts.
" Consulting Architect.
" Superintendent, Public Works Workshops.
" " Madras Harbour Works.

Exd. S. T. Austin.
Spare Copies

GENERAL.
ESTABLISHMENT.

Govt. of (1879) Madras

PUBLIC WORKS.

To

The SUPERINTENDING ENGINEERS,
&c., &c., &c.

Dated August 25th.

Issued

Recd.

G. O., 25th August 1879, No. 2,206 W.

AUGUST.

No. 119.

Public Works Code.—The three first chapters of the new edition of the — issued. Superintending and Executive Engineers to acquire a complete mastery of the contents of each chapter, and all clerks drawing more than Rupees 60 per mensem to be considered probationary till they have passed a satisfactory examination in the —.

PW Genl
Establt

No. 2206 W *Public Works Department.*

PROCEEDINGS OF THE MADRAS GOVERNMENT.

UNDER date the 25th Augt/79

Read the following :—

2206/3

The first three chapters of the new Edition of the P. W. Code have now issued from the press, and the progress made in regard to the rest is such as to warrant the conclusion, that the production of the remaining Chapters will proceed henceforward with regularity and promptitude.

2 As the successive issue

issue of the Chapters at regular intervals affords the best opportunity for the thorough study and mastery of each of the special subjects treated of, it has been decided by His Grace the Governor in Council, that immediately on being printed, 2 copies of each Chapter shall be sent to every Superintending Engineer and Executive Engineers Office (with expansible covers for the reception of others as they appear). One of these to be retained for the use of the Head Office in each case, and the other to be circulated for perusal by Sub-divisional officers &c.

3 Superintending and Executive Engineers are expected to interest themselves personally, not only in acquiring a complete mastery of the contents of each Chapter as it appears (much of the matter being now new or freshly compiled)

but in enforcing the study of the contents by all under their orders.

4 Till the work has appeared in its complete form with an appropriate Index, as also with the appendices and the authorized Forms, it will be impossible to exact the rigid adhesion to rules, which is so beneficial in preventing useless work and correspondence while ensuring the

most

most perfect liberty of action and responsibility as regards the successive grades of the Department, but at the same time a sensible effort and advance towards the attainment of this may even now be made, and the sooner this is done the better.

5 One of the main advantages of the Code, is the facility it affords for referring to the orders of Government in support of any action taken; and

as the edition now issuing gathers up the substance of all useful G. Os either of this Government or of the Government of India, Heads of offices may at once insist, that, so far as possible the para: of the new Code (or the number of any ~~G.O.~~ SO which may in the interval be circulated) is quoted in all official corres-pondence passing through their hands instead of the number and date of the

corresponding G.O.- This rule will of course become absolute hereafter, and unless where serious public inconvenience would be occasioned thereby, the documents failing in this respect should be returned for revision.

6 Again, whenever an officer or Subordinate refers for orders, any matter which he is himself competent under the Code, rules to deal with, the superior office should

2206/7 P5

not decide or take action for him though of course, if the reference come in the form of asking advice this should be freely afforded - Independence which in any way within the rules of Government should be carefully fostered by all authorities, will with the feeling of responsibility, which is no less desirable, be thus as far as possible insured - Acting on the same principle, every effort should

should be made on the careful inspection of offices to stop unhesitatingly any really useless clerical work, and above all, to prohibit the adoption or use of forms or returns of account which have not been specifically ordered by Government.

1 In conclusion, it may be as well to observe, that as no excuse will hereafter be received on the plea of ignorance of the

rules of Government, measures will be taken for ascertaining the knowledge of these rules on the part of members of the Department.

4 Superior officers in their inspections will be expected to satisfy themselves on this point, and acquaintance with the Code will be made one of the specific subjects of Examination of Assistant Engineers Paras 153 — 155 —

All clerks drawing more than Rs 50 per

mensem will be considered probationary, till they have passed a satisfactory examination in the Code, and for all such appointments subsequent to the publication of the complete edition, acquaintance with the Code will be made an indispensable condition. The rules on this subject will issue at a subsequent date, but in the meanwhile, the individuals concerned should take the opportunity afforded by the successive issue of the several chapters to master the subject in the most thorough manner.

7 Any member of the Department wishing to have his private copy of the Code issued to him in successive chapters as they come out can have this done by making the requisite application to the Government – On completion of the work such copies may be exchanged without extra charge against fully bound copies

22/8/79

Soon

Supg Engrs ✓
Chief Engr for Irrign ✓
Cons: Engr for Rys: ✓
Exr P.W. Accts ✓
Exr Ry: Accts ✓
Cons: Architect ✓
Supt: P.W. Workshops ✓
Supt: Madras Harbour Works ✓
Despd
29-8-79

2206/9

Dr W

Please have this order put in type as quickly as possible

In actually issuing ~~the~~ 3 Chapters now ready the corresponding Chapters of the existing Code should be cancelled

22/8/79

Press

[illegible] 25/8

[illegible]

2206/10 No. 20.

C

Please suggest any addition or modification of this draft order what the code that may occur to you

Of course you must see before its issue (for which I shall want the necessary authority) that the printers are in a position to issue the Chapters as here laid down — the first two Chapters being circulated at once after publication of the order

16.8.79

To W.

I have made two slight verbal alterations. I hope to have Chap. IV out before you can issue this.

The only point I have to suggest is that each Chap. or batch of Chapters as issued be accompanied by a G. Order formally authorizing them, & that this G.O. specifically cancel the corresponding Chapters of the Preliminary issue.

20/8.

Approved

Mr W Huddleston

2206
11

For orders

I am extremely anxious to make as early a commencement as possible in making our new Code tell effectively on the every day work of the department be-lieving as I do that till we do so much useless work must go on and the time of both Government and all departmental Officers be taken up in either mis-directed energy or in violating financial and departmental rules –

It is for this reason I have drafted the annexed order for the H. Ex's consideration and sanction – I have also as His Ex. will observe

taken the opinion of
the Examiner and his
very observation shows
some judicious

I think perhaps it
might also be added
to the draught that
any member of the
Department wishing
to have his private
copy of the Code issued
in successive Chapters
as they come out this
can be done and if
necessary on completion
exchanged against a
full bound copy

This I think likely to
encourage the early and
careful study of the
Code which will be
rendered easy if issued
in this manner

20/8/72

2206/12

~~[illegible]~~

The first two Chapters
of the new Edition of
the PW Code have
now issued from the
press and the progress
made in regard to
the ~~remainder~~ rest is such
as to warrant the
conclusion that the
production of the
remaining Chapters
will proceed uninterruptedly
with regularity and
promptitude

As the successive
issue of the Chapters
at regular intervals
affords the best opportunity
for the thorough study
and mastery of each
of the various subjects
treated of, it has been

decided by His Grace the Governor that immediately on being printed 2 copies of each Chapter shall be sent to every Supdg. Engineer and Executive Engineer's Office (with expansible covers for the reception of others as they appear). One of these to be retained for the use of the Head Office in each case and the other to be circulated for perusal by Subordinate Officers &c.

Superintendg and Executive Engineers are expected to interest themselves personally not only in acquiring [illegible] a complete mastery

2206
13

of the contents of each Chapter as it appears (much of the matter being now new or freshly compiled) but in enforcing the study of the contents by all under their orders.

Till the work has appeared in its complete form with an Appendix Index, as also with the Appendices and the Authorized Forms it will be impossible to exact the rigid adherence to rules which is so beneficial in promoting useful work and correspondence while conceding the most perfect liberty of action and responsibility regards the successive grades of the Departmental but [illegible] at the same time a sensible effort and advance

~~towards the attainment~~ of this may even now be made ~~and the sooner~~ ~~in fact~~ this ~~effect~~ is done ~~make~~ the better

One of the main advantages of the Code is the facility it affords for referring to the Orders of Government in support of any action taken; and as the edition now issuing gathers ~~up the~~ the substance of all useful G.O.s either of this Government or of the G of I, heads of Offices may at once insist that so far as possible the para of the new Code -- [or the No of any G.O which may in the interval be circulated] is quoted in all official correspondence passing ~~through their hands~~ instead of the No & date of the corresponding G.O. — This rule will of course become absolute

2206/14

Hereafter and unless where serious public inconvenience would be occasioned thereby ~~the~~ documents failing in ~~this~~ respect should be returned for revision

Again whenever an Officer or Subordinate refers for orders any matter which he is ~~himself~~ competent under the Code rules to deal with ~~himself~~ the superior Office should not decide or take action for him ~~through~~ of course if the reference arose in the form of asking advice this should be freely afforded — Independence which in any way interferes the rules of Government should be carefully protected by all authorities with the feeling of responsibility which is no less desirable be thus as far as possible insured

Acting on the same principle every effort should be made in the careful inspection of offices to stop unhesitatingly any really useless clerical work, and above all to prohibit the adoption or use of forms or returns of account which have not been specifically ordered by Government

In conclusion it may be as well to observe that as no excuse will hereafter be received on the plea of ignorance of the rules of Government measures will be taken for ascertaining the knowledge of these rules on the part of members of the department -

Superior Officers in their inspections will be expected to satisfy themselves on this point and ~~the~~ acquaintance with the Code will be made one of the specific subjects of examination of Assistant Engineers

2206/15

Chap II iv. 18 (present edition) — All clerks drawing more than Rs 50 per mensem will be considered probationary till they have passed a satisfactory examination in the Code, and for all such appointments subsequent to the publication of the complete edition acquaintance with the Code will be made an indispensable condition. The rules on this subject will issue at a subsequent date but in the meanwhile the individuals concerned should take the opportunity afforded by the successive issue of the several chapters to master the subject in the most thorough manner

16.8.79

CC
S.E.
Ch. Engrs.
C.E. for Rys.
Ex. P.W.D.
Ex. Ry. Accts
Cons. Architect
Supt. P.W. Workshops.
Supt. W.A. Works.

22

G 6. 25-8-79 Nr 22062

Govt. of 1879 Madras.

PUBLIC WORKS.

To

Engg

25/8

Dated

Issued

Recd. Encl.

G. O. 25 Augt 1879, No. 2206 W.

Nos. 119

P.W. Code The three first Chapters of the new edition of the — issued; ~~they~~ Supg & Ex: Engrs ~~instructed~~ ~~directed to make themselves~~ to acquire a complete mastery of the Contents of each Chapter, and all Clerks drawing more than R. 50 ~~a month~~ per mensem to be considered probationary till they have passed a satisfactory examination in the —