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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P. W. DEPARTMENT

G.O. No. <u>1137 W</u>	Press.
B.P. No.	Mis.
Dated <u>5</u> — <u>5</u> — <u>1882</u> 197-.	

V. S. M

Not to be folded or roughly handled

1137 W
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5TH MAY 1882, No. 1137 W., PUBLIC WORKS.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

No. 37-A.

READ—the following letter from D. C. GORDON, Esq., Examiner of Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 27th April 1882, No. 15 W. :—

I have the honor to submit, for information and orders of Government, Notes of Inspection of the office of the Executive Engineer, Presidency Division.

ENCLOSURE.

Notes of Inspection by the Examiner of Public Works Accounts of the Office of the Executive Engineer, Presidency Division, on the 24th April 1882.

Colonel Burton, R.E., Executive Engineer, First Grade, is in substantive charge of the division, but is at present officiating as Superintending Engineer of the Circle, and Lieutenant S. C. Plummer is in charge of the office. F. Therignana Mudaliar is the Accountant.

2. The last inspection of the division was in October 1881.

3. Major A. C. Smith, R.E., has been transferred to another division, the Bangalore Sub-division previously under him is now under Lieutenant and Deputy Assistant Commissary Falvey. There are only two imposts in the division, both under the head-quarters Sub-division, viz. :—

	RS.
Private Secretary to His Excellency the Governor	1,000
Superintendent, Gunpowder Factory	250

4. The cash books were in order and neatly kept and checked. The cheques of the Public Works Department form should be crossed—*vide* (Standing Order No. 23 of 1882) paragraph 1231-A of the Code. Miscellaneous receipts are now periodically sent to Treasury.

5. The Cashier's security is being recovered at the rate of Rs. 20 monthly; the amount so recovered and paid into the Savings Bank to end of April 1882 is Rs. 120.

6. The cash abstract book is now posted daily for head-quarters transactions, and for Sub-divisional transactions as soon as the cash books are received.

7. The amount of work done in the way of petty repairs, &c., for the Military Department necessitates an enormous number of work abstracts being prepared monthly. In work abstracts for works costing Rs. 2,500 and less, no progress is shown. It was explained that this was incorrect, and attention was directed to G.O., No. 248 W., dated 30th January 1882, in which it is very clearly directed that in all cases without exception progress (quantities) must be recorded, regardless of the cost of the work. The daily reports and muster rolls are submitted twice or thrice a month, and work abstracts are prepared by the Sub-divisional clerks working in the head-quarters office under the guidance of the Accountant, but instead of entering up the work abstracts at once from each daily report as it comes in, nothing is done till the compilation of the monthly accounts is commenced. If more were done *during* the month, it would be found advantageous, and would expedite the final compilation and submission of the accounts.

8. With reference to paragraph 4 of the order on last report (G.O., No. 2808 W., dated 11th November 1881) schedules of rates have been prepared and printed, and tenders have been invited, and in some instances accepted, for work to be carried out by contract instead of by departmental labor. This will afford immense relief in the accounts work of the division generally. In future, all estimates should be framed in accordance with the description of work given in the schedule of rates so far as is practicable, so that ready comparison may be effected between the rates of work as executed and rates as entered in the schedules.

9. The register of works is complete and up to date. It should have columns set apart to correspond with the entries required by Part II of the Work Voucher. This will be sufficient for office record, and no copies of work vouchers need then be made.

10. The "materials at site" of the work at the Gunpowder Factory represent a book value of Rs. 1,996, but of this, materials, put down at Rs. 1,530, are stated to be useless, and Superintending Engineer has been asked to sanction their sale. Whatever sum is realized can be credited to the work, but the loss must be distributed over the sub-heads which would have borne the charge had the materials been used for the purpose for which they were brought to site.

11. At end of March 1882, the debit against manufacture (lime) stood at Rs. 994. Outturn is credited at the uniform rate of 8 annas per parah.

12. Stock at end of March stood at Rs. 11,000 exclusive of manufacture. The reserve limit is only Rs. 9,000, but application had been made to increase it to 10,000 rupees, which would allow a stock of raw and burnt shell and charcoal to be kept up. This is said to be requisite to ensure a supply of good lime.

13. In the miscellaneous advance account the only item which requires remark is one of Rs. 49-8-4 against the Observatory at Madras for work done there, which has to be paid for by the Government Astronomer. If there is any difficulty in obtaining settlement, report must be made to Superintending Engineer.

14. Under Deposits (Contributions) a sum of Rs. 482 is credited for work to be done at St. Matthias' Church, Vepery. Ordinary deposits amount to Rs. 4,360, chiefly securities and earnest money. All earnest money will be refunded as soon as the Executive Engineer has disposed of the tenders which have been submitted. A register of securities is kept up, and it should be completed by the record of all sums lodged in the Savings Bank, showing the parties concerned, and where the bank books are lodged.

15. Paragraph 15 of last report has not been understood. In the first place the Executive Engineer should have a register of all public buildings in his division for which this department is responsible, whether or not such building is occupied by the Public Works Department—*vide* paragraph 1077 and Standing Order 206 of 1881 added thereto, also paragraphs 1894-5 of the Code. There is also a return (half-yearly or monthly) of public buildings rented and available for rent—*vide* paragraph 1421 *et seq.* Both of these should be printed for a permanent record, any modifications can be entered in manuscript. This should be arranged for without loss of time.

16. The items mentioned in paragraph 17 of last report have been referred to the Administrator-General, but apparently there is some difficulty in his taking them over. The matter has been referred to Superintending Engineer, whose action is awaited.

17. No service books have yet been opened for Peons and Lascars attached to the division. This must be done without delay.

18. The accounts are in very good order and the Accountant well up to his work, yet, as before stated, more might no doubt be done during the month towards compilation, and so save time later on when all hands are busy to get the accounts out. The adoption of contract for departmental labor, the introduction of the modifications required by G.O., No. 248 W., dated 30th January 1882, the doing away with copies of work vouchers, will considerably reduce clerical work and give corresponding relief by reducing the number of documents hitherto prepared and submitted.

19. Steps should be taken by the Executive Engineer to require the Military authorities to conform to the rules in paragraphs 2175 to Rule I, and paragraphs 2177 and 2179 of the Code. At present the number of requisitions sent in is quite unnecessary, sometimes equivalent to one per day for work on quarters occupied by one regiment. Only lately seventy requisitions were sent in for works estimated to cost under Rs. 2,000. Possibly ten documents would have been sufficient had the rules been adhered to.

(Signed) D. C. GORDON,
Examiner of P. W. Accounts.

No. 37-B.

ORDER—dated 5th May 1882, No. 1137 W., Public Works.

Communicated to the Superintending Engineer, Fifth Circle, for the information and guidance of the Executive Engineer, Presidency.

(True Extract.)

Lieut.-Col., R.E.,
Ag. Under Secy. to Govt., P.W.D.

To the Superintending Engineer, Fifth Circle.
Examiner of Public Works Accounts.

Exd. W. J. Lewis.
Spare Copies

GENERAL.
ACCOUNT.

Gobt. of [1882] Madras.
PUBLIC WORKS.

Dated May, 5th.

Recd.

Encl.

G.O., 5th May 1882, No. 1137 W.

MAY.
Nos. 37-A-37-B.

Inspection Notes.

Examiner of Public Works Accounts — of
the office of the Executive Engineer, Presi-
dency Division.

From,

The Examiner P.W. Accounts,
Madras.

To,

The Secretary to Government,
Public Works Department.

No. 15W

Madras, 27th April 1882.

Sir,

I have the honor to submit for information and orders
of Government Notes of Inspection of the Office of the
Executive Engineer Presidency Division.

I have the honor to be,

Sir,

Your Most Obedient Servant.

P. C. Curdson

Examiner P.W. Accounts.

G. B. H. November 18/1 No 28084
60th Jan'y 182 - 24845
W. H. H. W. H. H. H.

P. H. C. H. 2672

A
N^o 1137 W. H. 5 May 182
Communicated to
the Suply Engrs Circle
for the information
& guidance of the En.
Engrs Presidency.

From,
The Examiner P.W. Accounts,
Madras.
To,
The Secretary to Government,
P.W. Department.

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28.4.82
No. 15 W

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Dated 27th April 1882.
Recd.

Enclosure, 1.

Notes of Inspection of the
Office of the Executive Engineer
Presidency Division. Forwards-----

W. H. H. H.

NOTES OF INSPECTION BY THE EXAMINER P.W. ACCOUNTS,
OF THE OFFICE OF THE EXECUTIVE ENGINEER PRESIDENCY DIVI-
SION ON THE 24TH. APRIL 1882..

1. COLONEL BURTON R.E. EXECUTIVE ENGINEER 1ST. GRADE
IS IN SUBSTANTIVE CHARGE OF THE DIVISION, BUT IS AT PRESENT
OFFICIATING AS SUPERINTENDING ENGINEER OF THE CIRCLE, AND
LIEUT. S.C. FLUMMER IS IN CHARGE OF THE OFFICE. P. THERUGNA-
HA MUDALIAR IS THE ACCOUNTANT.

2. THE LAST INSPECTION OF THE DIVISION WAS IN OCTOBER
1881.

3. MAJOR A.C. SMITH R.E. HAS BEEN TRANSFERRED TO ANOTHER
DIVISION, THE BANGALORE SUB-DIVISION PREVIOUSLY UNDER HIM
IS NOW UNDER LIEUT. & DEPUTY ASST. COMMISSARY PALVEY.
THERE ARE ONLY TWO INTERESTS IN THE DIVISION, BOTH UNDER
THE HEAD QUARTERS SUB-DIVISION. VIZ

PRIVATE SECRETARY TO HIS EXCELLENCY
THE GOVERNOR.....RS. 1000.
SUPERINTENDENT OF POWDER FACTORY.....RS. 250.

4. THE CASH BOOKS WERE IN ORDER AND NEATLY KEPT AND
CHECKED. THE CHEQUES OF THE P.W. DEPARTMENT FORM SHOULD
BE CROSSED VIDE (STANDING ORDER NO. 20 OF 1882) PARA 1231 A.
OF THE CODE. MISCELLANEOUS RECEIPTS ARE NOW PERIODICALLY
SENT TO TREASURY.

5. THE CASHIER'S SECURITY IS BEING RECOVERED AT THE
RATE OF RS. 20 MONTHLY; THE AMOUNT SO RECOVERED AND PAID
INTO THE SAVINGS BANK TO END OF APRIL 1882 IS RS. 120.

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THE CASH ABSTRACT BOOK IS NOW POSTED DAILY FOR HEAD QUARTERS TRANSACTIONS, AND FOR SUB-DIVISIONAL TRANSACTIONS AS SOON AS THE CASH BOOKS ARE RECEIVED.

7. THE AMOUNT OF WORK DONE IN THE WAY OF PETTY REPAIRS ETC. FOR THE MILITARY DEPARTMENT NECESSITATES AN ENORMOUS NUMBER OF WORK ABSTRACTS BEING PREPARED MONTHLY. IN WORK ABSTRACTS FOR WORKS COSTING RS. 2500 AND LESS, NO PROGRESS IS SHOWN. IT WAS EXPLAINED THAT THIS WAS INCORRECT, AND ATTENTION WAS DIRECTED TO G.O. NO. 246 W. DATED 30TH. JANUARY 1882 IN WHICH IT IS VERY CLEARLY DIRECTED THAT IN ALL CASES WITHOUT EXCEPTION, PROGRESS (QUANTITIES) MUST BE RECORDED, REGARDLESS OF THE COST OF THE WORK. THE DAILY REPORTS AND MUSTER ROLLS ARE SUBMITTED TWICE OR THrice A MONTH, AND WORK ABSTRACTS ARE PREPARED BY THE SUB-DIVISIONAL CLERKS, WORKING IN THE HEAD QUARTERS OFFICE, UNDER THE GUIDANCE OF THE ACCOUNTANT, BUT INSTEAD OF ENTERING UP THE WORK ABSTRACTS AT ONCE FROM EACH DAILY REPORT AS IT COMES IN, NOTHING IS DONE TILL THE COMPILED OF THE MONTHLY ACCOUNTS IS COMMENCED. IF MORE WERE DONE DURING THE MONTH, IT WOULD BE FOUND ADVANTAGEOUS, AND WOULD EXPEDITE THE FINAL COMPILED LATION AND SUBMISSION OF THE ACCOUNTS.

8. WITH REFERENCE TO PARA 4 OF THE ORDER ON LAST REPORT (G.O. NO. 2808 W. DATED 11TH. NOVEMBER 1881) SCHEDULES OF RATES HAVE BEEN PREPARED AND PRINTED, AND TENDERS HAVE BEEN INVITED, AND IN SOME INSTANCES ACCEPTED, FOR WORK TO BE CARRIED OUT BY CONTRACT INSTEAD OF BY DEPARTMENTAL LABOR. THIS WILL AFFORD IMMENSE RELIEF IN THE ACCOUNTS WORK OF THE DIVISION GENERALLY. IN FUTURE, ALL ESTIMATES SHOULD

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SHOULD BE FRAMED IN ACCORDANCE WITH THE DESCRIPTION OF WORK GIVEN IN THE SCHEDULE OF RATES SO FAR AS IS PRACTICABLE, SO THAT READY COMPARISON MAY BE EFFECTED BETWEEN THE RATES OF WORK AS EXECUTED AND RATES AS ENTERED IN THE SCHEDULES.

9. THE REGISTER OF WORKS IS COMPLETE AND UP TO DATE. IT SHOULD HAVE COLUMNS SET APART TO CORRESPOND WITH THE ENTRIES REQUIRED BY PART II OF THE WORK VOUCHER. THIS WILL BE SUFFICIENT FOR OFFICE RECORD, AND NO COPIES OF WORK VOUCHERS NEED THERE BE MADE.

10. THE 'MATERIALS AT SITE' OF THE WORK AT THE GUN-POWDER FACTORY REPRESENT A BOOK VALUE OF RS. 1996 BUT OF THIS, MATERIALS PUT DOWN AT RS. 1500 ARE STATED TO BE USELESS, AND SUPERINTENDING ENGINEER HAS BEEN ASKED TO SANCTION THEIR SALE. WHATEVER SUM IS REALIZED CAN BE CREDITED TO THE WORK, BUT THE LOSS MUST BE DISTRIBUTED OVER THE SUB-HEADS WHICH WOULD HAVE BORNE THE CHARGE HAD THE MATERIALS BEEN USED FOR THE PURPOSE FOR WHICH THEY WERE BROUGHT TO SITE.

11. AT END OF MARCH 1882, THE DEBIT AGAINST MANUFACTURE (LIME) STOOD AT RS. 994. OUTTURN IS CREDITED AT THE UNIT- FORM RATE OF 8 ANNAS PER TARRAH.

12. STOCK AT END OF MARCH STOOD AT RS. 11,000 EXCLUSIVE OF MANUFACTURE. THE RESERVE LIMIT IS ONLY RS. 9000 BUT APPLICATION HAD BEEN MADE TO INCREASE IT TO 10,000 RS. WHICH WOULD ALLOW A STOCK OF RAW AND BURNT SHELL AND CHARCOAL TO BE KEPT UP. THIS IS SAID TO BE NECESSARY TO

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TO ENSURE A SUPPLY OF GOOD LIME.

13. IN THE MISCELLANEOUS ADVANCE ACCOUNT THE ONLY
ITEM WHICH REQUIRES REMARK IS ONE OF RS. 49-3-4 AGAINST
THE OBSERVATORY AT MADRAS FOR WORK DONE THERE, WHICH HAS
TO BE PAID FOR BY THE GOVERNMENT ASTRONOMER. IF THERE IS
ANY DIFFICULTY IN OBTAINING SETTLEMENT, REPORT MUST BE MADE
TO SUPERINTENDING ENGINEER.

14. UNDER DEPOSITS (CONTRIBUTIONS) A SUM OF RS. 482 IS
CREDITED FOR WORK TO BE DONE AT ST. MATTHEW'S CHURCH VESTRY.
ORDINARY DEPOSITS AMOUNT TO RS. 4360 CHIEFLY SECURITIES
AND EARNEST MONEY. ALL EARNEST MONEY WILL BE REFUNDED
AS SOON AS THE EXECUTIVE ENGINEER HAS DISPOSED OF THE
TENDERS WHICH HAVE BEEN SUBMITTED. A REGISTER OF SECURI-
TIES IS KEPT UP, AND IT SHOULD BE COMPLETED BY THE RECORD
OF ALL SUMS LODGED IN THE SAVINGS BANK, SHOWING THE PARTIES
CONCERNED, AND WHERE THE BANK BOOKS ARE LODGED.

15. PARA 15 OF LAST REPORT HAS NOT BEEN UNDERSTOOD.
IN THE FIRST PLACE THE EXECUTIVE ENGINEER SHOULD HAVE A
REGISTER OF ALL PUBLIC BUILDINGS IN HIS DIVISION FOR WHICH
THIS DEPARTMENT IS RESPONSIBLE WHETHER OR NOT SUCH BUILD-
ING IS OCCUPIED BY THE P.W. DEPARTMENT VIDE PARA 1077
AND STANDING ORDER 200 OF 1881 ADDED THERETO, ALSO PARAS
1394-5 OF THE CODE. THERE IS ALSO A RETURN (HALF-YEARLY
OR MONTHLY) OF PUBLIC BUILDINGS RENTED AND AVAILABLE FOR
RENT. VIDE PARA 1431 ET SEQ. BOTH OF THESE SHOULD BE
PRINTED FOR A PERMANENT RECORD, ANY MODIFICATIONS CAN BE
ENTERED IN MANUSCRIPT. THIS SHOULD BE ARRANGED FOR WITHOUT
LOSS OF TIME.

16. THE ITEMS MENTIONED IN PARA 17 OF LAST REPORT
HAVE BEEN REFERRED TO THE ADMINISTRATOR GENERAL, BUT APPAR-
ENTLY THERE IS SOME DIFFICULTY IN HIS TAKING THEM OVER.
THE MATTER HAS BEEN REFERRED TO SUPERINTENDING ENGINEER,
WHOSE ACTION IS AWAITED.

17. NO SERVICE BOOKS HAVE YET BEEN OBTAINED FOR PEONS
AND LASCARS ATTACHED TO THE DIVISION. THIS MUST BE DONE
WITHOUT DELAY.

18. THE ACCOUNTS ARE IN VERY GOOD ORDER, AND THE ACCOUNTANT
WELL UP TO HIS WORK, YET, AS BEFORE STATED, MORE MIGHT NO
DOUBT BE DONE DURING THE MONTH TOWARDS CONCILIATION, AND SO
SAVE TIME LATER ON WHEN ALL HANDS ARE BUSY TO GET THE
ACCOUNTS OUT. THE ADOPTION OF CONTRACT FOR DEPARTMENTAL
LABOR, THE INTRODUCTION OF THE MODIFICATIONS REQUIRED BY
G.O. NO. 248 W. DATED 30TH JANUARY 1922, THE GOING AWAY WITH
COPIES OF WORK VOUCHERS, WILL CONSIDERABLY REDUCE CLERICAL
WORK AND GIVE CORRESPONDING RELIEF BY REDUCING THE NUMBER
OF DOCUMENTS WITHHOLDING PREPARATION AND SUBMITTED.

19. STEPS SHOULD BE TAKEN BY THE EXECUTIVE ENGINEER
TO REQUIRE THE MILITARY AUTHORITIES TO CONFORM TO THE
RULES IN PARAS 2175 TO RULE 1 AND PARAS 2177 AND 2179 OF
THE CODE. AT PRESENT THE NUMBER OF REQUISITIONS SENT IN
IS QUITE UNNECESSARY, SOMETIMES EQUIVALENT TO ONE PER DAY
FOR WORK ON QUARTERS OCCUPIED BY ONE REGIMENT. ONLY LATELY
70 REQUISITIONS WERE SENT IN FOR WORKS ESTIMATED TO COST
UNDER RS. 2000. POSSIBLY 10 DOCUMENTS WOULD HAVE BEEN
SUFFICIENT HAD THE RULES BEEN ADHERED TO.

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D. C. Corson

EXAMINER P.W. ACCOUNTS.

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Gobt. of 1881 Madras.
PUBLIC WORKS.

To

Dated

Issued

Recd.

Encl.

G. O. 5th May 1882 No. 11374.

Nos. 37A to 37B

Inspection Report
by Mr. A. S. S. S.
of the Office of the
Chief Engineer, Public Works.

Entered in Receipt Register.