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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P. W. DEPARTMENT

G.O. No.	2474 W	Press.
B.P. No.		Mis.
Dated	25-9-1882	197.

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Not to be folded or roughly handled

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GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

No. 188.

READ—the following letter from D. C. GORDON, Esq. Examiner, Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 21st September 1882, No. 100 W.:—

I have the honor to submit, for information and orders of Government, Notes by Mr. Godfrey, Examiner, of his Inspection of the Office of the North Arcot Division.

2. The points noticed in paragraphs 5, 6, 9, and 11 should have Executive Engineer's attention.

ENCLOSURE.

NOTES of Inspection by F. E. Godfrey, Esq., Examiner, Public Works Accounts, of the Office of the Executive Engineer, North Arcot Division, on the 11th September 1882.

The Office was last inspected in January 1882.

2. W. R. Norris, Esq., is the Executive Engineer, and Yuvarungum Naidu, the Accountant.

3. The Executive Engineer makes all payments, with eight imprest holders under him for sums aggregating Rs. 550. The imprest accounts are correctly kept in every respect.

4. The divisional cash-book is written up by the Head Clerk, and initialled at the end of each day by the Accountant, in token of its correctness. The initials of the Executive Engineer appear at the top and bottom of each page.

5. The initial distinguishing letters for Treasuries are now entered on cheques, counterfoils, and in the cash-book. Cheques should be crossed as directed by paragraph 1,231 A, of the Code.

6. The pass-book was not examined as it was at the Treasury. It is now received from the Treasury on the 1st or 2nd of each month and is at once checked and returned. It would be better if the book were received for check twice a-month. The balance at the end of August was checked with the counterfoils of cheque books and found correct.

7. The register of works is well kept, but rates are not, as a rule, struck. This was noticed at the last inspection. Work is now done entirely by contract, and the outstandings due to contractors are for current work, all exceptional balances noticed in the last Inspection Report having been cleared off.

8. The miscellaneous advances outstanding at the end of July amounted to Rs. 119-8-0, all in course of recovery.

9. The contractors' bills (which are all prepared in the offices of the Executive Engineer and his subordinates) are invariably accompanied by measurement lists. The form in which the measurements are entered might easily be recast so as to render comparison with the bills more easy. Measurement books have not as yet been received in the divisional office for record as required by Code, paragraph 1,565.

10. The return of rentable buildings shows no arrears. The rents have recently been revised by the Superintending Engineer. To save clerical work the return should be printed.

GENERAL
ACCOUNT.

Govt. of (1882) Madras
PUBLIC WORKS.

Dated September, 25th.

Recd.

Encl.

G.O., 25th Sept. 1882, No. 2474 W.

SEPTEMBER.
Nos. 188-189.

North Arcot Division Office.

Notes of Inspection of the — by the
Examiner of Public Works Accounts,
communicated to the Superintending
Engineer, Fourth Circle.

2674/3
Encl. 3
Notes of Inspection by F. E. Godfrey Esquire, Examiner
P. W. Accounts, of the Office of the Executive Engineer North
Arcot Division, on the 11th. September 1882.

4.28.2054
The Office was last inspected in January 1882. 25/1/82

2. W. R. Norris Esquire is the Executive Engineer and
Yuvarangum Naidu the Accountant.

3. The Executive Engineer makes all payments, with
eight imprest holders under him for sums aggregating Rs. 550.
The Imprest Accounts are correctly kept in every respect.

4. The Divisional Cash Book is written up by the Head
Clerk, and initialled at the end of each day by the Account-
ant, in token of its correctness. The initials of the Execu-
tive Engineer appear at the top and bottom of each page.

5. The initial distinguishing letters for Treasuries
are now entered on cheques, counterfoils, and in the Cash
Book. Cheques should be crossed as directed by para 1231 A.
of the Code.

6. The Pass Book was ^{not} examined as it was at the Treasury.
It is now received from the Treasury on the 1st. or 2nd. of
each month and is at once checked and returned. It would be
better if the book were received for check twice a month.
The balance at the end of August was checked with the
counterfoils of cheque books and found correct.

7. The Register of works is well kept, but rates are
not, as a rule, struck. This was noticed at the last
inspection. Work is now done entirely by contract, and the
outstandings due to Contractors are for current work, all
exceptional balances noticed in the last inspection Report

having been cleared off.

8. The Miscellaneous Advances outstanding at the end of July amounted to Rs. 119-8-0, all in course of recovery.

9. The Contractors bills (which are all prepared in the Office of the Executive Engineer and his subordinates) are invariably accompanied by measurement lists. The form in which the measurements are entered might easily be recast so as to render comparison with the bills more easy. Measurement books have not as yet been received in the Divisional Office for record as required by Code para 1565.

10. The Return of Rentable Buildings shows no arrears. The rents have recently been revised by the Superintending Engineer. To save clerical work the Return should be printed.

11. The Tools and Plant Returns were in order. All unserviceable tools have been disposed of under the Superintending Engineer's orders. Count was last made on the 26th. March 1892. The settlement on account of tools handed over to the Local Fund Board (para-8 of last inspection report) has not as yet been effected. The Local Fund Engineer states that he is unable to accept the valuation of the Executive Engineer without inspecting the tools which are scattered about in different parts of the District. The matter should obviously be settled as soon as possible.

12. The Service Books are now said to be complete.

13. The Office is in good order and the books well

kept

pt.

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A. C. G. G. G.

Examiner P.W. Accounts.

Ap.
Read - the following papers: -

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P1

From,

The Examiner P. W. Accounts,
Madras.

To,

The Secretary to Government,
Public Works Department.

No. 100 W.

Madras, *21st* September 1882.

Sir,

I have the honor to submit for information and orders of Government Notes by Mr. Godfrey, Examiner, of his Inspection of the Office of the North Arcot Division.

3. The points noticed in paras 5, 6, 9 and 11 should have Executive Engineer's attention.

I have the honor to be,

Sir,

Your Most Obedient Servant.

D. C. Gordon
Examiner P. W. Accounts.

R.P. 24/9

sub-
sec

Office

No 2474 - 3, 25 Sept/82

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Communicated
to the Suply Div
North Circle for
the information &
guidance of the Ex.
Sup North Arcot
Division.

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

No. 100 W.



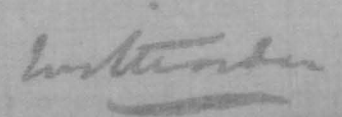
23.9.82

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Dated 21st September 1882.
Recd.

Enclosure. I.

Notes of Inspection by Mr.
F. E. Godfrey of the Office of the
North Arcot Division. Forwards
with remarks



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S. E. Frontier Circle
S. E. W. A.

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G. O., 25 Sept. 1882, No. 2474w.

North American Office.
Notes of transactions of
the ~~Central~~^{the} ~~Board of~~
Lecturers of P. W. Academies
connected to the S. E. Fourth
Circle.

Encl. in Receipt Repr.

25/9

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