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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

p-w-p.

DEPARTMENT

2753

G.O. No.	A753 - W	Press.
B.P. No.	585	Mis.
Dated	23 10. (22-2X) - 1882	198 X

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2753

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

No. 151.

READ—the following letter from D. C. GORDON, Esq., Examiner of Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 14th October 1882, No. 121 W. :—

I have the honor to submit, for information and orders of Government, notes by the Deputy Examiner of his inspection of the office of the Kurnool Canal Division.

2. Owing to representations made to me regarding the difficulties experienced in carrying on the office work with a staff new to our procedure and uncertain of their prospects, I requested the Executive Engineer to discuss with the Deputy Examiner all points which bore on the working of the divisional office, and to suggest what seemed to be the most satisfactory arrangement for an efficient staff.

3. The difficulty encountered was the remodelling of the accounts system previously obtaining into the Government system. The division has been under Government control now for three months. The staff in the Company's Accounts office has consequently been free from their previous daily current accounts work, and the men who were conversant with previous procedure should have been taken over to the divisional office to carry on that procedure till such time as the Divisional Accountant had gained experience of the character of the work to be done and had arranged for the introduction of the Code procedure. The Company's Accountant could have given up the staff engaged for current audit and retained only such men as were necessary for closing the Company's books.

4. It ought by this time to be fairly well known who of the old establishment are to be retained in Government service, and naturally those would be retained who are acquainted with the general conditions of the works and consequent accounts returns. This being so, the Accountant would be satisfied that current accounts were being attended to and kept straight, and would have leisure to lead the office work into its future groove, but if, as appears to be the case, (paragraph 10 of the report,) the divisional office has been recruited not from the old accounts staff, but from the Engineer office staff, the Accountant must have infinite difficulty in bringing things into order.

5. The proposals in paragraphs 7 and 8 of the report may, I think, be accepted for the accounts work only, the men selected being, as I have said above, those who are best acquainted with the previous accounts. The traffic accounts must be a distinct section of the office, and in the non-working season the men can assist in the ordinary work and qualify themselves in Public Works procedure, so as to be useful in replacing others or in instructing the out-station staff.

6. The new staff has been unable to acquire any knowledge of our procedure owing to the Code being out of print, and this materially hampers progress. I propose, with the approval of Government, to depute another Accountant to the division for two or three months, to be peripatetic, and to assist the Divisional Accountant in bringing the accounts to their proper order, and would beg that the concession granted in G.O., No. 216 W., dated 26th January 1882, be granted to the man so deputed.

7. In regard to the other points referred to in the report :—

Paragraph 13.—Imprests ought to amount to not more than half the average monthly expenditure of the imprest holder, and should be as few in number as may be convenient for the proper performance of work.

Paragraph 14.—As the Stationmasters have traffic collections passing through their hands, it is for the Executive Engineer to consider whether obligatory casual payments cannot be made from such collections, a voucher or certificate being sent to head-quarters representing the coin so diverted; the proper adjustment could be made in the divisional office bringing the *gross* collections to credit and debiting the proper head of expenditure for the casual payment.

Paragraph 15.—The instructions given on the Irrigation cash abstract form should be attended to.

Paragraph 16.—It is important that a register should be maintained, corresponding to the register of buildings rented and available for rent, for all sources of revenue, such as lands leasable for grazing, fisheries, toddy trees, &c.

Paragraphs 17 and 18.—No doubt when navigation was first started it was politic and perhaps necessary to induce crews by granting advances, but it seems to me that they can be paid their wages at any time they come to head-quarters and that advances should be very exceptional.

Paragraph 20.—It would be well if the Executive Engineer furnished this office, through the Superintending Engineer, with a list showing the classes of employees from whom security is to be demanded and the amounts proposed to be taken. It has, I believe, been arranged between the Government and the Company's officers that all security deposits taken under the Company's rule were to be refunded under the Company's authority, and that separate arrangements were to be made with persons taken into Government service.

Paragraph 21.—In course of time the rules applicable to the department will of course come into operation.

Paragraphs 23 and 24.—It is most necessary that the Company's stock taken over by Government should be properly valued and brought on to the Public Works Accounts at marketable rates.

ENCLOSURE.

NOTES of an Inspection by H. RAINIER, Esq., Deputy Examiner of Public Works Accounts of the Office of the Executive Engineer, Kurnool Canal Division, on the 4th and 5th October 1882.

This office was established in July 1882 on the management of the canal being transferred from the Canal Company to Government.

2. The Company's operations extended over two divisions with one Engineer for each, viz., Kurnool and Cuddapah. There was besides a head-office of general direction at Kurnool; also an office of audit and accounts at that place, which finally disposed of all audit work, the traffic accounts, &c., and kept the Company's books.

3. The canal is now being temporarily managed from what was the Kurnool Divisional office by Mr. C. H. Wilks, who was the Kurnool Divisional Engineer. Pending permanent arrangements Mr. Wilks is regarded as the Executive Engineer of the canal division, and the accounts of that division will be duly compiled and all traffic audit work done in the Executive Engineer's Office in the ordinary Public Works Department course. The Canal Company's account office is said to be busy closing that Company's books, and has not removed from the building in which it has been located under the Company. Nor is the office of general direction (Mr. Latham's office) vacated; the divisional office being small there is much pressure for space to carry on the canal work, and it will be seen from observations which follow that more space should be allotted for accounts work particularly.

4. The office of audit and accounts under the Chief Accountant and Auditor of the Canal Company comprised :—

	RS.
One Chief Accountant and Auditor	305 per mensem.
„ Clerk	90
„ do.	75
„ do.	73
Two do. at 30	60
„ do. at 20	40
„ do. at 10	20
Total cost	663 per mensem.

5. The accounts portion of the Executive Engineer's office as at present, comprises :—

	RS.
One Third Grade Accountant	190 per mensem.
„ Clerk	45
„ do.	35
„ do.	25
„ do.	20
Total cost, per month	315

6. There are thirteen stations at present working traffic on the canal. At each there is a Stationmaster and perhaps an Assistant Stationmaster; there are also clerks, goonastahs and lascars. These may be called the *stationary* or *shore* traffic staff.

Of *running* or *floating* staff for traffic there are on the boats syraangs, mates and lascars, also inspectors. The working of the traffic (passengers and goods) from station to station very much resembles that on a Railway, and the forms of return to audit, as well as the remittance of cash from stations to head-office for payment into treasury, are quite on the Railway principle.

7. It is of course important that the traffic audit should be intelligently and very assiduously maintained; and after much consideration of the work, both in this and other respects, it was concluded, and agreed by the Executive Engineer, that the following staff is necessary for the accounts portion of that officer's duty :—

	RS.
(a.) One Third Grade Accountant	200 per mensem.
(b.) „ Clerk III Class, 2nd Grade	70
(c.) „ do. do. 3rd do.	55
(d.) „ do. IV Class, 2nd do.	35
Two do. do. 3rd do. at 25	50
Total estimated cost	410 per mensem.

Mean pay.

8. The Accountant should, it is thought, have under him two distinct sections of work—

- (1) that of *expenditure*, audit and account, and
- (2) that of *traffic* audit and account. He would probably have (b), (d) and a clerk on Rs. 25 in the latter section; (c) and one on 25 working in the former (expenditure) section.

9. In less busy times a clerk could be afforded, or perhaps the Accountant could himself go, to do the important work of inspection at stations, than which there is nothing more effective to prevent fraud, for without such inspection no refinement of check in audit is sufficient to entirely prevent collusion between Stationmasters and others, at different places, for purposes of fraud. In addition to the work named, there will be the workshop account and the stores or stock accounts work, which however can all be done, it is thought, with the staff now recommended.

10. The impression at Kurnool has been that the Company's Accountant's office people (Chief Accountant's office) were not available for service in the accounts establishment of the present Executive Engineer's office, the men utilised in that office are therefore those taken from other sources, principally from the office of the Company's (Kurnool) Divisional Engineer. These men are working hard, but as has been explained are inadequate for the work to be done. The present work is not satisfactory either to the Executive Engineer or to the point of view of the Examiner's office, but as soon as the establishment above estimated is sanctioned the requisite men will be (it was arranged) obtained for the assistance of the Accountant, who, as the Head of the Executive Engineer's office, will no doubt show first-rate work. But it should be borne in mind that there is no possible doubt about the Accountant being the Executive Engineer's principal office assistant. Orders not addressed to any particular clerk should invariably go

through the Accountant, who should make himself felt by the Executive Engineer to be his right hand in office matters. The present Accountant is Mr. J. Conquest, B.A.

11. Funds are obtained by letters of credit on Kurnool and Cuddapah treasuries. There is a Sub-divisional Officer, Mr. Assistant Engineer Cruise, at Cuddapah with a drawing account.

12. The imprest holders under the Kurnool office are as follow :—

	Rs.
(1.) Mr. R. Harris	500
(2.) T. Caniappa Moodelly	500
(3.) Overseer Aroonachalam Moodelly	100
(4.) Sub-Overseer Akbar Sahib	15
(5.) Narasimhalu Naidu	25
(6.) A. Thomas, Tindal	20
(7.) S. M. Chakrapani Row	10

Those under the Cuddapah office are :—

(8.) P. A. Jaggaveen Doss	200
(9.) Abdul Rasiman	300
(10.) Subramanian Moodelly	20
(11.) Mr. Johnson	10

13. With reference to the average outlay incurred in each case and the kind of men entrusted with these imprests the Executive Engineer undertook to reduce numbers (1) and (2) from 500 to 200 rupees, No. (9) from 300 to 200 rupees, No. (8) from 200 to 100 rupees, and No. (6) from 20 to 5 rupees, Nos. (4) and (10) being altogether abolished.

14. The Executive Engineer explained that at stations where odd payments had to be made, such as for loading and unloading charges, it would be dangerous to withhold money although perhaps under ordinary circumstances the man in charge would not be of such a status as to be entrusted with imprest.

15. The cash in chest at Kurnool is generally about Rs. 300. It is kept by the Head Clerk as cashier, who also keeps the cash-book, which is daily audited by the Accountant. It is in order generally, but outlay in respect of irrigation should be allocated to its place in the irrigation cash abstract and not direct to the Buildings and Roads abstract as 'transfers irrigation.' The cash abstract books are also in good order and very neat.

16. There is no register of income derived from lands, fishing, toddy trees, or the like; nor is there a register of rentable buildings. These will now be started. In such a division they will be of great importance.

17. There are advances outstanding aggregating Rs. 167, which have from time to time been made to boats' crews, under the following circumstances. The crews are, it is represented, away from head-quarters for many days. Sometimes for a fortnight at a time, and as often as not, miss pay day. They have consequently been advanced money by the Company habitually as much as two or three times a month, in order, as the Executive Engineer explained, to place them in funds and deter them from breaching cargo, which is principally rice.

18. It would be certainly desirable that these crews should receive pay at shorter periods and that they should not be treated as monthly establishment. If they could be paid up whenever at head-quarters it would be good.

19. In the miscellaneous advance account there are also several items of salary paid after for periods before the transfer of the canal to Government awaiting orders.

20. In the deposits account there are several items at credit, in course of adjustment, viz., deductions from mens' pay for clothing, &c., as well as for security. Security will only now be perhaps wanted from such as come under Public Works Department rules, but it must be remembered, for instance, that there are many men on the Company's books as Overseers, who would correspond with Sub-Overseers in the Public Works Department, and if such men are taken over security should be required of them.

21. In the register of works there were no capital works in progress, only repairs, of which there is work all over the canal, but no sanctioned estimates.

In regard to earthwork, masonry or buildings, each section of the canal is recorded as a separate work in the register, and this may be continued, but one sanctioned estimate for all the work of this nature should suffice, the entire work regarding repairs being regarded as one work.

22. The stock balance of the Company at date of transfer has not yet been regularly taken over in the accounts. Only such articles as from time to time have been required have been received. These have been credited to the Company in the suspense account 'stock purchases and sales' by debit to the works for which they were received and on which they were used.

23. It is understood that stock is being taken not only of the stock at Kurnool, but of the plant and stock at stations on the canal. It is impossible to over-estimate the importance of a

careful valuation of all this stock, ere taking it over. It is quite possible that the stock at Kurnool may be found so deteriorated or diminished in quality or quantity that not one half the book stock balance of the Company actually exists, and in view of this great care is necessary in count and valuation.

24. The workshop outlay is not more than about Rs. 100 per month, consisting almost entirely of repairs to boats, in labor and materials, which are very easily charged direct to the work.

25. Regarding the initial accounts; nominal rolls, ten-day reports, and petty contract accounts, are all very imperfectly and irregularly received in the Executive Engineer's office. Work abstracts are prepared at the divisional office from the best means at hand.

26. It is desirable that some one should be deputed to visit the subordinate works, and teach the Public Works Department requirements of the office at Kurnool. Not much can be expected from men so altogether new until such instruction has been given.

27. Mr. Conquest, the Accountant, has had as will be understood, much hard work, and is almost without assistance at present. His zeal and assiduity are very marked, but he should have proper assistance as soon as possible.

The station is not one of the most healthy, and there should be no over-work in such confined and close office accommodation.

No. 152.

ORDER—dated 23rd October 1882, No. 2753 W., Public Works.

Communicated to the Superintending Engineer, Third Circle, who will direct the attention of the Executive Engineer to the remarks and suggestions of the Inspecting Officer and the Examiner, Public Works Accounts.

2. The proposals of the Examiner in paragraph 6 of his letter are approved and sanctioned. The Inspecting Accountant will, it is understood, be detached from the regular establishment.

(True Extract.)

(Signed) J. SHAW-STEWART, Colonel, R.E.,
Offg. Secretary to Govt., P.W.D.

To the Superintending Engineer, Third Circle.
" Examiner, Public Works Accounts.
" Chief Engineer for Irrigation.

Exd. S. T. Austin.
Spare Copies

GENERAL
ACCOUNT.

Govt. of (1882) Madras.
PUBLIC WORKS.

Dated October, 23rd.

Recd.

Encl.

G.O., 23rd Oct. 1882, No. 2753 W.

OCTOBER.

Nos. 151-152.

Office of the Kurnool Canal
Division.

Inspection Notes of the — by the Deputy
Examiner, Public Works Accounts, com-
municated to the Superintending Engineer,
Third Circle, with remarks.

28TH NOVEMBER 1882, No. 949 I., PUBLIC WORKS.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

Irrigation.
Account.

No. 70.

READ—the following letter from C. H. WILKS, Esq., Executive Engineer, Kurnool
Canal Division, to the Superintending Engineer, Third Circle, dated 26th
October 1882, No. 351/45 S.E. III:—

With reference to the marginally-noted remarks by Examiner, Public Works
Accounts, in audit note on accounts for
August 1882, I have the honor to re-
quest that the orders of Government may
be obtained regarding the adjustment of
the items in question as exhibited in the
enclosed statements.

"Schedule of stock purchases and sales."
"Items Nos. 1 and 2.—The orders of Government should be
obtained, through the Superintending Engineer, regard-
ing the adjustment of these items. This remark applies
also to the assets of the Company credited to Deposits and
Liabilities, i.e., payments of salaries, &c., to establishment
for periods prior to July 1882, to Miscellaneous Advances."

No. I.

LIABILITIES of the late Company on account of Salaries, &c., due prior to the transfer and dis-
bursed subsequently and held at debit of Miscellaneous Advances.

Particulars.	Amount.	Total.
	RS. A. P.	RS. A. P.
Paid J. H. Latham, Esq., Chief Engineer and Manager, late Irrigation and Canal Company, salary from 1st to 6th July 1882—Vide G.O., No. 548 I., of 15th July 1882 ...	522 9 3	
Pay of Medical staff at Kurnool for June 1882 ...	13 5 4	
Paid Second Range, Lower Division, salary for May 1882 ...	(a) 442 9 5	
Paid Second Range Division salary for June 1882 ...	(b) 452 10 1	
Do. do. Third Range for June ...	(c) 414 10 7	
Paid Lower Division Office Establishment for June 1882 ...	221 8 0	
Paid following travelling allowances— Bheema Row, Irrigation Clerk ...	34 8 0	
Husain Sahib ...	1 0 0	
	35 8 0	
Paid Cuddapah Store Establishment salaries for June 1882 ...	113 8 0	
Do. do. Workshop Establishment for June 1882 ...	30 8 0	

(a) Of this amount Rs. 303-1-5 is the salary of Bankers, &c., and may be charged off to earthwork.
(b) Do. do. " 313-2-1 is the salary of Bankers and may be treated as above.
(c) Do. do. " 216-5-3 being salaries of Bankers, &c., may be treated as above.

Liabilities of the late Company on account of Salaries, &c.—*cont.*

Particulars.	Amount.	Total.
	RS. A. P.	RS. A. P.
Lower Division, Contingent Establishment for June 1882 ...	51 5 4	
Lower Division, Chairman salaries for June 1882 ...	26 0 0	
Medical Establishment, Cuddapah, for June 1882 ...	46 0 0	
A. B. Cruse, Esq., salary and allowance for June 1882 ...	420 0 0	
Paid following for June 1882:—		
Chakrapani Row, Overseer ...	33 5 4	
Lascar ...	6 0 0	
Paid Chakrapani Row allowance for June 1882 ...	39 5 4	
Paid Pondurungum Moodelly, Dresser, batta for batta in May ...	5 0 0	
Paid J. O. Dunphy, Esq., balance of salary withheld pending settlement regarding cash deficiency, now disbursed under G.O., No. 695 L., dated 6th September 1882 ...	8 0 0	
	257 7 7	
		3,099 14 11

26th October.

(Signed) C. H. WILKS,
Executive Engineer, K. C. Divn.

No. II.

Assets of the Company taken over by Government on 6th July 1882 and held in deposit.

	Amount.	Total.
	RS. A. P.	RS. A. P.
<i>Cash.</i>		
Cash balance in Upper Division brought on Public Works Accounts ...	1,540 4 0	
Deduct value of stamped papers shown as portion of Upper Division balance ...	8 10 0	
Received from the Chief Accountant and Government Auditor, being balance of petty cash handed over on the 17th July ...	591 0 8	
Deduct value of stamped papers and out ...	*10 2 0	
Realized by sale of 5 out ...	580 14 8	
Cash balance in Lower Division on 6th July 1882 ...	2 13 0	
Deduct value of stamped papers ...	792 8 10	
	9 12 0	
Received from J. H. Latham, Esq., Chief Engineer and Manager, late Madras Irrigation and Canal Company ...	782 12 10	
In addition to the above the Examiner has directed that all monies realized by the sale of stores is to be credited to deposits <i>pro tem</i> . Instructions regarding the ultimate adjustment of the amounts so credited are requested.	*21,931 9 10	
Total ...		24,829 12 4

* Of this amount the out Rs. 5 (base coin) have been sold and realized Rs. 2-13-0.
† A portion of this amount will have to be disbursed on account of the liabilities of the Company; orders regarding the balance are required.

26th October.

(Signed) C. H. WILKS,
Executive Engineer, K. C. Divn.

Assets of the Company taken over by Government and held at credit of Stock Purchasers and Sales.

	Amount.	Total.
	RS. A. P.	RS. A. P.
<i>Stock.</i>		
Value of stock taken from the stores of the Company and expended on works, &c., from 6th July to 30th September 1882 in Upper Division ...	687 6 6	
Do. do. in Lower Division ...	101 0 5	
		788 6 11
The value of the stock that will have to be retained for the use of the division will have to be treated in the same way as the above items, and instructions regarding final adjustment are requested.		
Total ...		788 6 11

26th October.

(Signed) C. H. WILKS,
Executive Engineer, K. C. Divn.

No. 1421.

Submitted to the Chief Engineer for Irrigation, through the Examiner, Public Works Accounts, for the orders of Government.
Three Lists.

2. The sum of Rs. 3,099-14-11 entered in Statement I represents salaries, &c., due to the Company's Establishment, prior to the transfer of the canal, and disbursed subsequently. Sanction is requested for its adjustment under the proper head.

3. Statement II shows Rs. 24,829-12-4, the assets of the Company taken over by Government, and orders solicited as to its disposal.

4. The Company's stock used on works in the Upper and Lower Divisions from 6th July to 30th September 1882 is valued at Rs. 788-6-11—*Vide* Statement III, and instructions are required as to the method of adjustment of this and similar stock of the Company that may hereafter be used on the works.BELLARY,
4th November 1882.(Signed) J. PENNYCUICK, Major, R.E.,
Supg. Engr., Third Circle.

No. 554 S.E. 3rd.

Endorsement on the above.

Submitted to the Chief Engineer for Irrigation with a copy of this office letter, No. 144 A., dated 10th November 1882, to the Accountant-General, Public Works Department.

10th November 1882. (Signed) D. C. GORDON,
Examiner, Public Works Account.

Copy of letter from the Examiner, Public Works Accounts, to the Accountant-General, Public Works Department, dated 10th November 1882, No. 144 A.

In forwarding herewith statements, as per margin, in connection with the new Kurnool Canal Division, I have the honor to state that

- I. Statement of liabilities of the late Company on account of salaries, &c., due prior to the transfer and disbursed subsequently and debited to Miscellaneous Advances.
 II. Statement showing the assets of the Company taken over by Government and held at credit of deposits.
 III. Statement showing the assets of the Company held at credit of stock purchases and sales.

in the absence of definite instructions regarding the financial arrangements of the late Canal Company as affecting Government accounts, I have allowed the items appearing in Statement I to stand at debit of Miscellaneous Advances and those in Statements II and III at credit of deposits and stock purchases and

sales respectively. The balance at credit of the latter head will be further largely increased when the whole remaining stock of the late Company is valued and taken over.

2. As it appears desirable that early orders should issue as to the final adjustment of the items, I have to request the favor of your instructions on the subject.

No. 71.

ORDER—dated 28th November 1882, No. 949 I., Public Works.

The result of the reference made to the Accountant-General, Public Works Department, will be awaited.

2. The Superintending Engineer, Third Circle, will submit a statement showing the book and present value of stock articles taken over from the Company.

3. Ordered that a copy of these Proceedings be forwarded to the Government of India for information.

(Here enter No. 950 I., dated 28th November 1882.)

(True Extract.)

(Signed) J. O. HASTED, Colonel, R.E.,
Ag. Joint Secy. to Govt., P.W.D.,
Irrigation Branch.

To the Superintending Engineer, Third Circle.
„ Chief Engineer for Irrigation.
„ Examiner, Public Works Accounts.
„ „ Irrigation Accounts.

Ed. C. Howarth.
Spare Copies

IRRIGATION.
ACCOUNT.

Gobt. of (1882) Madras.

PUBLIC WORKS.

Dated November, 28th.

Recd.

Encl.

G.O., 28th Nov. 1882, No. 949 I.

NOVEMBER.

Nos. 70-71.

Madras Irrigation and Canal
Company.

Adjustment of certain charges, &c., connected
with the liabilities, assets, &c., of the late —.

4TH DECEMBER 1882, No. 983 I., PUBLIC WORKS.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

Irrigation.
Account.

No. 28.

READ—the following papers:—

From Captain S. BISCOE, S.C., Examiner, Guaranteed Railway and Irrigation
Accounts, to the Chief Engineer for Irrigation, dated Madras, 21st October
1882, No. 720 I.

With reference to paragraph 2 of G.O., No. 781 I., Public Works, dated 5th
current, I have the honor to report that the following would appear to be the liabilities
to be paid by Government as deduced from the Debtor and Creditor items of the No. 2
Account Balance Sheet printed in G.O., No. 593 I., Public Works, dated 1st
August 1882:—

Creditor Items.

	RS.	A.	P.
Cash orders drawn and unclaimed	...	...	...
Deposit, Contractors', No. 2 Account	...	...	...
Guaranteed Interest	...	...	...
Income Tax	...	...	...
Securities, employés	...	...	...
Savings Bank	...	...	...
Agra „	...	...	...
Interest on Savings Bank deposits	...	...	...
Total	25,087	10	8
Deduct—			
Item "Savings Bank, Kurnool," on the Debit side, corresponding to "Securities, employés, Savings Bank," on the Credit side	...	...	...
Net Liabilities to be paid from the cash balance of No. 2 Account	...	...	...

The sum of Rs. 49-3-5, standing to the credit of "Income Tax," has been in the
Company's hands since 1876. It is, therefore, thought that the Company may be left
to take credit for the amount in their books. If the above view is accepted by
Government the account of liabilities shown above, Rs. 9,233-14-8, would be reduced
by that amount.

2. The remaining credit items of the
balance sheet as per margin appear not
to be liabilities, and the Company might
be authorized to adjust them in their
books.

3. The two items of Rs. 66-2-5 and
Rs. 2,899-0-2, standing to the debit of
"License Tax" and "Miscellaneous Advances," respectively, being apparently now
practically irrecoverable, they might be adjusted as a set off against the items referred
to in paragraph 2.

IRRIGATION.
ACCOUNT.

Gobt. of (1882) Madras.
PUBLIC WORKS.

Dated December, 4th.

Recd.

Encl.

G.O., 4th Dec. 1882, No. 983 I.

DECEMBER.

Nos. 28-29.

Madras Irrigation and Canal
Company.

Adjustment of certain accounts connected
with the late — and the payment of interest
due to shareholders.

22ND FEBRUARY 1883, No. 585 W., PUBLIC WORKS.

GOVERNMENT OF MADRAS.
PUBLIC WORKS DEPARTMENT.

General.
Account.

No. 159.

READ—the following letter from E. G. MACDONALD, Esq., Acting Examiner, Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 20th February 1883, No. 180 W.:—

I have the honor to submit, for the information and orders of Government, copy of a report by Mr. George Brown, Senior Deputy Examiner, of an inspection made on the 10th instant of the office of the Executive Engineer, Kurnool Canal Division.

2. The first inspection made of this office by an Accounts Officer since its establishment in July 1882, on the transfer of the canal to Government, took place in October 1882, and the results of that inspection will be found recorded in G.O., No. 2753 W., dated 23rd October 1882. The Deputy Examiner's present report shows that much has still to be done to place the accounts generally on a proper footing. He, however, states that every effort is being made in this direction. In respect to the large outstandings in the several suspense accounts, *e.g.*, Stock Purchases and Sales, Miscellaneous Advances, and Deposits, it will be observed from G.O., No. 949 I., dated 28th November 1882, that the items are not susceptible of adjustment until the receipt of definite instructions from the Government of India regarding the financial arrangements of the late Company as affecting Government accounts. The balances under Deposits will be considerably reduced, as the amounts deposited by contractors and securities lodged by the servants of the late Madras Irrigation Canal Company are returned to them, and the guaranteed interests due to shareholders paid away, *vide* paragraphs 2 and 3 of G.O., No. 983 I., dated 4th December 1882.

3. The list of securities referred to in paragraph 17 of the Deputy Examiner's report has been duly approved of by the Superintending Engineer.

4. The accounts are received at present in this office after due date, but it is to be hoped that, with improvement in the preparation and rendering of the accounts by Sub-divisional Officers and imprest-holders, the Accountant will be in a position to compile and despatch the divisional accounts to this office with greater punctuality. It should, however, be added that the accounts for December—the last rendered to this office—would have been received by due date but for the unavoidable absence of the Executive Engineer from headquarters.

5. There are no works in progress the outlay on which is objectionable in respect to absence of or excess over estimate or appropriation.

6. The following are the points requiring attention:—

- I. The remarks made by the Deputy Examiner in paragraphs 4, 5, 6, and 7 of his report regarding cash-books (divisional, sub-divisional, and imprest-holders), and more especially the safe custody of the cash. Erasures in cash-books should be strictly prohibited.
- II. The completion of the stock list called for in G.O., No. 949 I., dated 28th November 1882, and the disposal of surplus and unserviceable articles.
- III. The early completion of the register of buildings and lands.

IV. The early completion of the service books for all permanent non-gazetted servants of Government.

7. The Superintending Engineer's attention might be invited to paragraphs 5, 10, 11, 15, and 16 of the Deputy Examiner's remarks.

ENCLOSURE.

Notes of Inspection by G. BROWN, Esq., Senior Deputy Examiner, Public Works Accounts, of the Executive Engineer's Office, Kurnool Canal Division, on the 10th February 1883.

C. H. Wilks, Esq., Executive Engineer, and the Accountant, Mr. J. Conquest, were present.

2. The office was last inspected on the 4th and 5th October 1882.

3. The Executive Engineer, J. H. Medlicott, Esq., and Lieutenant Falvey, Assistant Engineers, are disbursers. The following are the imprest-holders:—

Under the Executive Engineer.

Mr. Harris, Supervisor	...	...	...	...	...	RS.
M. V. Aroonachellam Mudaliar	...	...	...	...	...	1,000
	...	...	...	...	...	100

Under J. H. Medlicott, Esq.

T. Cunniappah Mudaliar	...	...	...	...	...	200
Mr. J. C. Dennehy, Supervisor	...	...	...	...	...	100

Under Lieutenant Falvey.

Abdul Rahman	...	...	...	...	...	200
Jugga Jewan Doss	...	...	...	...	...	100

Total ... 1,700

4. The divisional cash-book is kept by the Head Clerk (who has charge of the cash-chest), who hands it over daily with the vouchers to the Accountant for check; the last entry on each side so checked should be initialled by the Accountant. The cash-book is not at all well kept; erasures must be strictly prohibited. The figures at the top of each page "brought forward," as well as those at the foot of each page "carried forward," should be initialled by the Executive Engineer. All corrections of whatever kind in this important book should be initialled by the Executive Engineer. The amount of imprest with Mr. Harris, Supervisor, appears frequently altered unnecessarily. The notes made on the cash-book in red ink regarding the alteration of imprests are not clear.

5. Cash.—The practice of sending large sums of money from the Divisional Office to Mr. Harris at Sunkesala, a distance of 17 miles, by one peon is attended with great risk; immediate measures should be adopted for a proper police guard to ensure safe transmission. Upon opening the Cuddapah Station Master's cash bag on the 14th December last, at the Divisional Office, a deficiency of Rs. 80 was discovered, which is supposed to have been stolen; this matter has been reported to the Superintending Engineer and placed in the hands of the police for investigation.

6. Sub-divisional Cash-books.—Copies of these are, as a rule, submitted to the Divisional Office three times a month. In the last column "Head in cash abstract book" the heads of service are frequently wrongly entered; these are corrected in the Divisional Office, and notices of these corrections are duly notified to the Sub-divisional Officers concerned; as the clerks in the Sub-divisional Offices become better acquainted with the Public Works Department procedure, it is hoped that before long these cash-books will be rendered correctly.

7. Imprest Cash-books.—The date of recoupment should always be shown in these.

8. Treasury Pass-books were examined and found correct.

9. Contractors' Ledger shows no overdue balances.

10. Maintenance and Repairs.—The revised estimate to cover the probable excess for the current official year on sub-head "South Anicut Breach Temporary Dam" is in preparation.

11. Stock.—The stock list is in preparation, and measures are being adopted for the disposal of all surplus and unserviceable articles.

12. Stock Purchases and Sales.—Net balance on 31st December 1882, amounting to Rs. 1,038-7-11, consists of value of stores taken over from the late Canal Company and used on works.

13. Miscellaneous Advances on 31st December 1882 amounted to Rs. 3,849-8-10. Rs. 3,100-2-11 of this remains at debit of this account pending result of a reference to the Accountant-General, vide G.O., No. 949 I., dated 28th November 1882. Two items, Rs. 62-14-11 and Re. 1, are under reference to the Examiner's office. Two other items, aggregating Rs. 135-7-0, are for charges incurred on account of the sale of stores; are held at debit of this account under the orders of the Examiner (vide his letter, No. 230 S.E. 3rd, dated 21st November 1882) pending the final settlement of the late Canal Company's accounts. The balance, Rs. 550, consists of advances for salaries under Superintending Engineer's orders, which will in due course be adjusted.

4. Deposits on 31st December 1882 amounted to Rs. 27,292-10-7. Rs. 2,984-13-6 of this amount is the amount realised for the sale of part of the late Canal Company's stores and remain at credit of this account under orders of the Examiner, vide his letter referred to in paragraph 13 above.

15. Register of Buildings is in course of preparation.

16. Register of Lands, &c.—This register is written up so far as relates to land, &c., already rented. Measures should be taken as soon as possible to have it complete, showing clearly those rented and those unrented.

17. Securities.—A list showing the classes of employes from whom security should be taken, referred to in the Examiner's letter which accompanied the last inspection report, has been transmitted to the Examiner, through the Superintending Engineer, for orders.

18. Savings Bank Pass-books.—There are 14 of these representing an aggregate of Rs. 201-15-9, as the owners cannot be found; they are being advertised for in the District Gazettes.

19. Service-books are in preparation.

20. Initial Accounts, Nominal Rolls, &c., referred to in the last inspection report, are now submitted with greater regularity, and efforts are being made for the subordinates to prepare their own work abstracts, which have hitherto been prepared by the Divisional Office.

21. Stationery taken over from the late Canal Company should in future only be issued on indents passed by the Executive Engineer. The Executive Engineer states that surplus stationery, such as press copy letter books, ledgers, forms, &c., will be disposed of under the orders already issued.

22. General Remarks.—The Executive Engineer speaks very highly of the good work done by Mr. Conquest, the Accountant, which, from my own examination of the office, I can endorse; there is every hope (give the Accountant time) that he will succeed in bringing the accounts into very good order.

No. 160.

ORDER—dated 22nd February 1883, No. 585 W., Public Works.

Communicated to the Superintending Engineer, Third Circle, who will direct the attention of the Executive Engineer, Kurnool Canal Division, to the points noticed by the Examiner, Public Works Accounts.

(True Extract.)

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

To the Superintending Engineer, Third Circle.
" Examiner, Public Works Accounts.
" Chief Engineer for Irrigation.

Exd. A. F. Goodall.
Spare Copies

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2753

GENERAL.
ACCOUNTS

Govt. of (1883) Madras.

PUBLIC WORKS.

Dated February, 22nd.

Recd.

Encl.

G.O., 22nd Feb. 1883, No. 585 W.

FEBRUARY.

Nos. 159-160.

Inspection Notes

Passing orders on — on the Kurnool Canal
Divisional Office submitted by the Examiner,
Public Works Accounts.

From,

The Examiner P.W. Accounts,

Madras.

To,

The Secretary to Government,

Public Works Department.

No. 180 W.

Madras, 20th February 1883.

Sir,

I have the honor to submit for the information and orders of Government copy of a report by Mr. George Brown Senior Dy. Examiner of an inspection made on the 10th. Instant of the Office of the Executive Engineer Kurnool Canal Division.

2. The first inspection made of this Office by an Accounts Officer since its establishment in July 1882 on the transfer of the Canal to Government, took place in October 1882, and the results of that inspection will be found recorded in G.O. No. 2753 W. dated 23rd. October 1882. The Dy. Examiner's present report shows that much has still to be done to place the accounts generally on a proper footing. He however states that every effort is being made in this direction. In respect to the large outstandings in the several suspense accounts e.g. Stock Purchases and Sales, Miscellaneous Advances, and Deposits, it will be observed from G.O. No. 949 I. dated 28th. November 1882, that the items are not susceptible of adjustment

until the receipt of definite instructions from the Government of India regarding the financial arrangements of the late Company as affecting Government accounts. The balances under Deposits will be considerably reduced as the amounts deposited by Contractors and securities lodged by the servants of the late Madras Irrigation Canal Company are returned to them, and the guaranteed interests due to Shareholders paid away, vide paras 2 and 3 of G.O. No. 983 I. dated 4th. December 1882.

3. The list of securities referred to in para 17 of the Dy. Examiner's report has been duly approved of by the Superintending Engineer.

4. The accounts are received at present in this Office after due date, but it is to be hoped that with improvement in the preparation and rendering of the accounts by Sub Divisional Officers and Imprest Holders, the Accountant will be in a position to compile and despatch the Divisional Accounts to this Office with greater punctuality. It should however be added that the accounts for December - the last rendered to this Office - would have been received by due date, but for the unavoidable absence of the Executive Engineer from Head Quarters.

5. There are no works in progress, the outlay on which is objectionable in respect to absence of or excess over estimate or appropriation.

6. The following are the points requiring attention.

1. The remarks made by the Dy. Examiner in paras 4, 5, 6 and 7 of his report regarding Cash Books (Divisional, Sub Divisional and Imprest Holders) and more especially the safe custody of the cash. Erasures in Cash Books should be strictly prohibited.

12/53 P. 2
II. The completion of the stock list called for in G.O. No. 949 I. dated 28th. November 1882 and the disposal of surplus and unserviceable articles.

III. The early completion of the register of buildings and lands.

IV. The early completion of the service books for all permanent non-gazetted servants of Government.

7. The Superintending Engineers' attention might be invited to paras 6, 10, 11, 13 and 16 of the Dy. Examiner's remarks.

I have the honor to be,

Sir,

Your Most Obedient Servant.

Geo Brown
Dy. Examiner,
for Ag. Examiner P.W. Accounts.

585 Wd/22/2/83

Wd Cud 15/4/83

Comm to the S. Engr

Third Circle who will direct the attention of the Sec. Engr. Kurnool

Canal due to the points noticed by the Sec. P.W. Accounts by the Sec. P.W. Accounts

S 2 1/2

Att 2 1/2

Co. 2753. 4. 23. 10. 12
" 949. 1. 28. 11. 12
" 983. 1. 4. 12. 12

S. Engr Third Circle
Sec. P.W. Accounts
Chief Engr for Kurnool

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

No. 180 W.

Dated 20th February 1883.

Recd.

Encls. 1.

Notes of inspection by Mr. G. Brown Senior Dy. Examiner, of the Office of the Executive Engineer Kurnool Canal Division. Forwards with remarks-----

With an order

NOTES OF INSPECTION BY GEORGE BROWN ESQUIRE, SENIOR DEPUTY EXAMINER PUBLIC WORKS ACCOUNTS, OF THE EXECUTIVE ENGINEER'S OFFICE, KURNOL CANAL DIVISION, ON THE 10TH. FEBRUARY 1883.

C. G. VILAS ESA. EXECUTIVE ENGINEER AND THE ACCOUNTANT MR. J. CONQUEST WERE PRESENT.

THE OFFICE WAS LAST INSPECTED ON THE 4TH AND 5TH. OCTOBER 1882.

THE EXECUTIVE ENGINEER, J. H. REDDICOFT ESA, AND LIEUT. PALVEY ASSISTANT ENGINEERS WERE DISBURSED. THE FOLLOWING ARE THE INTEREST HOLDERS:-

UNDER THE EXECUTIVE ENGINEER:-
MR. HARTIS, SUPERVISOR.....RS. 1,000.
M. V. ACHONACHILLAM, MEDALIAH.....RS. 100.

UNDER J. H. REDDICOFT ESA:-
T. CUNNIAPPA, MEDALIAH.....RS. 500.
MR. J. C. DENNERY, SUPERVISOR.....RS. 100.

UNDER LIEUT. PALVEY:-
ABDUL FAHMAN.....RS. 500.
JUSSA FAHMAN DASS.....RS. 100.

TOTAL RS. 1,700.

THE DIVISIONAL CASH BOOK IS KEPT BY THE HEAD CLERK (WHO HAS CHARGE OF THE CASH CLERK) WHO HANDS IT OVER DAILY WITH THE VOUCHERS TO THE ACCOUNTANT FOR CHECK. THE LAST ENTRY ON EACH SIDE SO CHECKED SHOULD BE INITIALED BY THE ACCOUNTANT. THE CASH BOOK IS NOT AT ALL HELD AS-T. PLASHERS MUST BE STRICTLY PROHIBITED. THE RIGHTS AT

AT THE TOP OF EACH PAGE 'BROUGHT FORWARD' AS WELL AS THOSE
AT THE FOOT OF EACH PAGE 'CARRIED FORWARD' SHOULD BE
INITIALED BY THE EXECUTIVE ENGINEER. ALL CORRECTIONS
OF WHATEVER KIND IN THIS IMPORTANT BOOK SHOULD BE INITIAL-
LED BY THE EXECUTIVE ENGINEER. THE AMOUNT OF INTEREST
WITH MR. HARRIS' SUPERVISOR APPEARS FREQUENTLY ALTERED
UNNECESSARILY. THE NOTES MADE ON THE CASH BOOK IN RED
INK REGARDING THE ALTERATION OF INTERESTS ARE NOT CLEAR.

5. CASH. THE PRACTICE OF SPENDING LARGE SUMS OF MONEY
FROM THE DIVISIONAL OFFICE TO MR. HARRIS AT SINKESALA A
DISTANCE OF 17 MILES BY ONE PEON IS ATTENDED WITH GREAT
RISK. IMMEDIATE MEASURES SHOULD BE ADOPTED FOR A PROPER
POLICE GUARD TO ENSURE SAFE TRANSMISSION. UPON OPENING
THE CHIDAMPAN STATION MASTER'S CASH BAG ON THE 14TH.
UPCOMING LAST, AT THE DIVISIONAL OFFICE, A DEFICIENCY OF
RUPEES EIGHTY WAS DISCOVERED WHICH IS SUPPOSED TO HAVE
BEEN STOLEN. THIS MATTER HAS BEEN REPORTED TO THE SUPERIN-
TENDING ENGINEER AND PLACED IN THE HANDS OF THE POLICE
FOR INVESTIGATION.

6. SUB DIVISIONAL CASH BOOKS. COPIES OF THESE ARE AS
A RULE SUBMITTED TO THE DIVISIONAL OFFICE THREE TIMES A
MONTH. IN THE LAST COLUMN 'DEBIT IN CASH ABSTRACT BOOK' THE
HEADS OF SERVICE ARE FREQUENTLY WRONGLY ENTERED. THESE ARE
CORRECTED IN THE DIVISIONAL OFFICE AND NOTICES OF THESE
CORRECTIONS ARE ONLY NOTIFIED TO THE SUB DIVISIONAL
OFFICERS CONCERNED. AS THE CLERKS IN THE SUB DIVISIONAL
OFFICES

OFFICERS BECOME BETTER ACQUAINTED WITH THE P.W. DEPARTMENT
PROCEDURE, IT IS HOPED THAT BEFORE LONG THESE CASH BOOKS
WILL BE RENDERED CORRECTLY.

7. INTEREST CASH BOOKS. THE DATE OF RECOUPMENT SHOULD
ALWAYS BE SHOWN IN THESE.

8. TREASURY PASS BOOKS WERE EXAMINED AND FOUND CORRECT.

9. CONTRACTORS' LEDGER SHEETS NO OVERDUE BALANCES.

10. MAINTENANCE AND REPAIRS. THE REVEALED ESTIMATE TO
COVER THE PROBABLE EXCESS FOR THE CURRENT OFFICIAL YEAR
ON SUB HEAD 'SOUTH ANICOT BRANCH TEMPORARY EXA' IS IN
PREPARATION.

11. STOCK. THE STOCK LIST IS IN PREPARATION AND
MEASURES ARE BEING ADOPTED FOR THE DISPOSAL OF ALL
SURPLUS AND UNSERVICEABLE ARTICLES.

12. STOCK PURCHASES AND SALES. NET BALANCE ON 31ST.
DECEMBER 1902 AMOUNTING TO RS. 1,038-7-11 CONSISTS OF
VALUE OF STOCKS TAKEN OVER FROM THE LAKE CANAL COMPANY
AND USED ON WORKS.

13. MISCELLANEOUS ADVANCES ON DEBIT. DEDUCTION 1901
AMOUNTING TO RS. 3,840-0-10. RS. 2,100-0-11 OF THIS BEING
AT DEBIT OF THIS ACCOUNT PENDING RESULT OF A REFERENCE
TO THE ACCOUNTANT GENERAL VIDE G.O. NO. 940-1, DATED 26TH.
NOVEMBER 1902. TWO ITEMS RS. 62-14-11 AND RS. 140-0-0 ARE
UNDER

UNDER REFERENCE TO THE EXAMINER'S OFFICE. TWO OTHER ITEMS AGGREGATING RS. 135-7-0 ARE FOR CHARGES INCURRED ON ACCOUNT OF THE SALE OF STORES, ARE HELD AT DEBIT OF THIS ACCOUNT UNDER THE ORDERS OF THE EXAMINER. VIDE HIS LETTER NO. 250 S.E. 3RD. DATED 21ST. NOVEMBER 1882; PENDING THE FINAL SETTLEMENT OF THE LATE CANAL COMPANY'S ACCOUNTS. THE BALANCE RS. 550 CONSISTS OF ADVANCES FOR SALARIES UNDER SUPERINTENDING ENGINEER'S ORDERS WHICH WILL IN THE COURSE BE ADJUSTED.

14. DEPOSITS ON 31ST. DECEMBER 1882 AMOUNTED TO RS. 27,292-10-7. RS. 2,984-12-6 OF THIS AMOUNT IS THE AMOUNT REALISED FOR THE SALE OF PART OF THE LATE CANAL COMPANY'S STORES AND REMAIN AT CREDIT OF THIS ACCOUNT UNDER ORDERS OF THE EXAMINER. VIDE HIS LETTER REFERRED TO IN PARA 13 ABOVE.

15. REGISTER OF BUILDINGS IS IN COURSE OF PREPARATION.

16. REGISTER OF LANDS ETC. THIS REGISTER IS WRITTEN UP SO FAR AS RELATES TO LAND ETC. ALREADY RENTED. MEASURES SHOULD BE TAKEN AS SOON AS POSSIBLE TO HAVE IT COMPLETE SHOWING CLEARLY THOSE RENTED AND THOSE UNRENTED.

17. SECURITY A LIST SHOWING THE CLASSES OF EMPLOYEES FROM WHOM SECURITY SHOULD BE TAKEN, REFERRED TO IN THE EXAMINER'S LETTER WHICH ACCOMPANIED THE LAST INSPECTION REPORT HAS BEEN TRANSMITTED TO THE EXAMINER THROUGH THE SUPERINTENDING

SUPERINTENDING ENGINEER FOR OBERG.

18. SAVINGS BANK PASS BOOKS THERE ARE 14 OF THESE REPRESENTING AN AGGREGATE OF RS. 201-15-9, AS THE OWNERS CANNOT BE FOUND, THEY ARE BEING ADVERTIZED FOR IN THE DISTRICT GAZETTES.

19. SERVICE BOOKS ARE IN PREPARATION.

20. INITIAL ACCOUNTS, NOMINAL ROLLS ETC. REFERRED TO IN THE LAST INSPECTION REPORT ARE NOW SUBMITTED WITH GREATER REGULARITY, AND EFFORTS ARE BEING MADE FOR THE SUBORDINATES TO PREPARE THEIR OWN WORK ABSTRACTS WHICH HAVE HITHERTO BEEN PREPARED BY THE DIVISIONAL OFFICE.

21. STATIONERY, TAKEN OVER FROM THE LATE CANAL COMPANY SHOULD IN FUTURE ONLY BE ISSUED ON INDENTS PASSED BY THE EXECUTIVE ENGINEER. THE EXECUTIVE ENGINEER STATES THAT SURPLUS STATIONERY SUCH AS PRESS COPY LETTER BOOKS, LEDGERS, FORMS, ETC. WILL BE DISPOSED OF UNDER THE ORDERS ALREADY ISSUED.

22. GENERAL REMARKS. THE EXECUTIVE ENGINEER SPEAKS VERY HIGHLY OF THE GOOD WORK DONE BY MR. CONQUEST THE ACCOUNTANT, WHICH FROM MY OWN EXAMINATION OF THE OFFICE I CAN ENDORSE. THERE IS EVERY HOPE GIVE THE ACCOUNTANT TIME THAT HE WILL SUCCEED IN BRINGING THE ACCOUNTS INTO VERY GOOD ORDER.

MADRAS,
20TH. FEBRUARY 1883.

Geo. Brown
BY EXAMINER A.T. ACCOUNTS.

1543

GOVT. OF (1882) INDIA.
PUBLIC WORKS.

Dated

Recd.

Encl.

G. O. 22nd Feb. 1883 No. 585-11.

NO. 159-1/60

Inspection Note

Passing orders on

on the Karnool Canal
Div⁶ Office submitted
by the Enr. P. M. A. C.

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Entered in the Receipt Register