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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P.W.D. DEPARTMENT

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Dated	6.11.1882	198.

Not to be folded or roughly handled

2924
1

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

No. 36.

READ—the following letter from D. C. GORDON, Esq., Examiner of Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 30th October 1882, No. 123 W:—

I have the honor to submit, for information and orders of Government, notes of my inspection of the office of the Tinnevely Division.

2. The state of the accounts is satisfactory.

ENCLOSURE.

NOTES of Inspection by D. C. GORDON, Esq., Examiner of Public Works Accounts, of the Office of the Executive Engineer, Tinnevely Division, on 17th October 1882.

J. W. Martin, Esq., is the Executive Engineer; Gopal Iyer, the Accountant.

2. The division was last inspected in March 1882.

3. There are two Officers who draw against the Executive Engineer's drawing account. The Executive Engineer has two imprest under him for Rs. 800 and Rs. 200. In the Tenkarai Sub-division there is one imprest holder for Rs. 300, and in the Shermadevi Sub-division two imprests, each Rs. 100. There is also a sum of Rs. 1,991 advanced in August last to the Chief Engineer, Travancore, for reconstructing the tower of Christ's Church. As the expenditure is not to be accounted for till completion of the work it would be better to treat the above item as a miscellaneous advance, till it can be finally charged off.

4. Five treasuries and sub-treasuries are drawn upon in the division, but the cheques are not properly distinguished by separate initials, and though initials are quoted in the head-quarter's cash-book, none are quoted by Sub-divisional Officers and the initials are not written on any cheques. Instructions were given to remedy this. A separate initial should be given to each treasury, and separate initials should be used by officers drawing on one treasury, and in every case these initials should be entered on cheques and counterfoils. The Executive Engineer fills in his own cheques, and the counterfoils are posted to show the remaining balances in the treasuries. The letter of credit should however be entered in full in the counterfoil of the Huzur Treasury, and the sums made over to sub-divisions then deducted to bear out the cash-book debits to "transfers within division."

5. Sub-divisional cash-books are received three times a-month and are posted into the cash account books punctually. In cases in which departmental labor is employed the muster rolls accompany the sub-divisional cash-books as vouchers. To obviate the extra work of keeping copies of these rolls, in order to see to whom arrears are due, Sub-divisional Officers need keep copies of only Part II, but if it would not cause any inconvenience the rolls themselves might be sent back to sub-divisions after check in the divisional office, and then no extra copies need be kept.

6. The register of works is complete and up to date and very neatly kept.

7. The register of buildings is said to be complete. No rents are now in arrears. There is no regular income from leaseable lands, topes, &c.

2924
1

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

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READ—the following letter from D. C. GORDON, Esq., Examiner of Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 30th October 1882, No. 123 W:—

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J. W. Martin, Esq., is the Executive Engineer; Gopal Iyer, the Accountant.

2. The division was last inspected in March 1882.
3. There are two Officers who draw against the Executive Engineer's drawing account. The Executive Engineer has two imprest under him for Rs. 800 and Rs. 200. In the Tenkarai Sub-division there is one imprest holder for Rs. 300, and in the Shermadevi Sub-division two imprests, each Rs. 100. There is also a sum of Rs. 1,291 advanced in August last to the Chief Engineer, Travancore, for reconstructing the tower of Christ's Church. As the expenditure is not to be accounted for till completion of the work it would be better to treat the above item as a miscellaneous advance, till it can be finally charged off.

4. Five treasuries and sub-treasuries are drawn upon in the division, but the cheques are not properly distinguished by separate initials, and though initials are quoted in the head-quarter's cash-book, none are quoted by Sub-divisional Officers and the initials are not written on any cheques. Instructions were given to remedy this. A separate initial should be given to each treasury, and separate initials should be used by officers drawing on one treasury, and in every case these initials should be entered on cheques and counterfoils. The Executive Engineer fills in his own cheques, and the counterfoils are posted to show the remaining balances in the treasuries. The letter of credit should however be entered in full in the counterfoil of the Huzur Treasury, and the sums made over to sub-divisions then deducted to bear out the cash-book debits to "transfers within division."

5. Sub-divisional cash-books are received three times a-month and are posted into the cash account books punctually. In cases in which departmental labor is employed the muster rolls accompany the sub-divisional cash-books as vouchers. To obviate the extra work of keeping copies of these rolls, in order to see to whom arrears are due, Sub-divisional Officers need keep copies of only Part II, but if it would not cause any inconvenience the rolls themselves might be sent back to sub-divisions after check in the divisional office, and then no extra copies need be kept.

6. The register of works is complete and up to date and very neatly kept.

7. The register of buildings is said to be complete. No rents are now in arrears. There is no regular income from leasable lands, topes, &c.

8. The miscellaneous advance schedule is clear, the only items therein being capable of adjustment on audit by the Accounts office of items which are under reference.

9. Under deposits ordinary are three items of security from contractors shortly to be refunded. In contributions the balance at credit is Rs. 1,970-9-2 at the end of September. Of this Rs. 435 are for minor irrigation works, which ought not to have been received, and are under reference to the audit office. The rest is for works in progress.

10. The dues to petty contractors are all for current works; to other contractors Rs. 879 are due, some of which await claimants, and steps should be taken to settle up these as soon as possible.

11. There is no stock in the division. The materials at site are chiefly at the Palanpettal Jail and are said to be for current purposes.

12. The schedule of rates is stated to be reasonable for current estimates, but it is again being revised.

No. 37.

Order—dated 6th November 1882, No. 2924 W., Public Works.

Communicated to the Superintending Engineer, Sixth Circle, for the information and guidance of the Executive Engineer, Tanjavur Division.

2. The arrangement now proposed by the Examiner, Public Works Accounts, in regard to the advance made to the Chief Engineer, Travancore, is approved, in supersession of that sanctioned in G.O., No. 2832 W., dated 27th October 1882.

3. Sums due to contractors should be adjusted without delay.

(True Extract.)

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

To the Superintending Engineer, Sixth Circle.
Examiner, Public Works Accounts.

2924
2

GENERAL.
ACCOUNT.

Govt. of 1882 Madras
PUBLIC WORKS.

Dated November, 6th.

Recd.

Encl.

G.O., 6th Nov. 1882, No. 2924 W.

NOVEMBER.
Nos. 36-37.

Divisional Office, Tinnevelly.

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

From,

The Examiner P.W. Accounts,

Madras.

To,

The Secretary to Government,

Public Works Department

No. 128 W.

Madras, 30th October 1882.

Sir,

I have the honor to submit for information and
orders of Government Notes of my inspection of the Office
of the Tinnevelly Division.

2. The state of the Accounts is satisfactory.

I have the honor to be,

Sir,

Your Most Obedient Servant.

D. P. Lindsay

Examiner P.W. Accounts.

Notes of Inspection by D.C. Gordon Esquire, Examiner
P.W. Accounts Madras of the Office of the Executive Engineer
Tinnevely Division, on 17th. October 1882.

J.W. Martin Esquire is the Executive Engineer.
Gopal Iyer the Accountant.

2. The Division was last inspected in March 1882.

3. There are two Officers who draw against the Executive Engineer's Drawing Account. The Executive Engineer has two imprests under him for Rs. 800 and Rs. 200. In the Tenkaran Sub Division, there is one Imprest Holder for Rs. 300; and in the Shermadevi Sub Division two Imprests each Rs. 100. There is also a sum of Rs. 1,991 advanced in August last to the Chief Engineer Travancore for reconstructing the Tower of Christ's Church. As the expenditure is not to be accounted for till completion of the work it would be better to treat the above item as a Miscellaneous Advance, till it can be finally charged off.

4. Five Treasuries and Sub Treasuries are drawn upon in the Division, but the cheques are not properly distinguished by separate initials, and though initials are quoted in the Head Quarters Cash Book, none are quoted by Sub Divisional Officers and the initials are not written on any cheques. Instructions were given to remedy this. A separate initial should be given to each Treasury, and separate initials should be used by Officers drawing on one Treasury and in every case these initials should be entered on cheques and counterfoils. The Executive Engineer fills in his own cheques, and the counterfoils are posted to show the remaining balances in the Treasuries. The letter

of Credit should however be entered in full in the counter-foil of the Muzur Treasury, and the sums made over to Sub Divisions then deducted to bear out the Cash Book Debits to "Transfers within Division".

5. Sub Divisional Cash Books are received three times a month and are posted into the Cash Abstract Books punctually. In cases in which Departmental labor is employed, the Muster Rolls accompany the Sub Divisional Cash Books as vouchers. To obviate the extra work of keeping copies of these Rolls, in order to see to whom arrears are due, Sub Divisional Officers need keep copies of only Part II, but if it would not cause any inconvenience, the Rolls themselves might be sent back to Sub Divisions after check in the Divisional Office, and then no extra copies need be kept.

6. The Register of Works is complete and up to date and very neatly kept.

7. The Register of Buildings is said to be complete. No rents are now in arrears. There is no regular income from leasable lands, taxes etc.

8. The Miscellaneous Advance Schedule is clear, the only items therein being capable of adjustment on audit by the Accounts Office of items which are under reference.

9. Under Deposits Ordinary are three items of security from Contractors shortly to be refunded. In Contributions the balance at credit is Rs. 1,970-0-3 at the end of September. Of this Rs. 435 are for Minor Irrigation works which ought not to have been received and are under reference to the Audit Office. The rest is for works in progress.

10. The dues to Petty Contractors are all for current works. To other Contractors ^{Rs.} 570 are due, some of which await claimants, and steps should be taken to settle up these as soon as possible.

11. There is no Stock in the Division. The Materials at Site are chiefly at the Palamcottah Jail and are said to be for current purposes.

12. The Schedule of Rates is stated to be serviceable for Current Estimates, but it is again being revised.

D. C. K. Rao

Examiner P.W. Accounts.

2924
b

7429.

Gobt. of (1882) Madras.
PUBLIC WORKS.

Dated

7/11/52 ✓

At

By

G. O. 6200. No. 2924W.

No. 36537

Divl Officer Madras
Inspection Note of
the ... by the ...
... to the ...
... to the ...
... to the ...

... in Receipt ...