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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P-W DEPARTMENT

G.O. No.	3607-W	Press.
B.P. No.		Mis.
Dated	17-12-1883	198

Not to be folded or roughly handled.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

READ—the following papers:—

From D. C. GORDON, Esq., Examiner of Public Works Accounts, to the Secretary to Government, Public Works Department, dated Madras, 23rd November 1883, No. 157 W.

I have the honor to submit, for information and orders of Government, notes by Mr. Volkers, Assistant Examiner, of his inspection of the office of the Consulting Architect to Government.

2. The various points noticed concern chiefly the work of the accountant, and should be attended to by him.

3. The only point that requires the special notice of Government is that there seems to have been a systematic evasion of rules in respect of establishment. In two previous reports it has been pointed out that persons were charged to works who should have been charged as establishment, and now again it has come to light that two draftsmen have been entertained and charged to works.

4. The state of the office is satisfactory.

ENCLOSURE.

Notes of inspection by R. C. F. VOLKERS, Esq., Assistant Examiner of Public Works Accounts, Madras, of the office of the Consulting Architect to Government, on the 19th November 1883.

Major J. L. L. Morant, R.E., is Consulting Architect, and the accountant, Mr. H. Butterfield.

2. The office was last inspected on the 25th April last (*vide* G.O., No. 1357 W., dated 9th May 1883).

3. Sub-Engineer Lennon has an imprest of Rs. 30. There are no other subordinate disbursers.

4. The cash-book is up to date and neatly kept. Deductions from salaries on account of miscellaneous advances, &c., should be passed through the cash-book instead of the adjustment book. Payments made to sub-divisional officers on account of their salary and that of their office establishments should be detailed, so as to show the amounts chargeable to each of the sub-heads (upper subordinate, office, petty, &c.) of establishment.

5. In recording debits and credits to other divisions or departments in the adjustment book, the names of such divisions or departments should be clearly noted.

6. Imprest cash accounts are in order. The date and manner (*i.e.*, in cash or by cheque) of recoupment should invariably be noted at the time of such recoupment.

7. Work-abstracts are now, on the whole, satisfactorily prepared. Part IV, however, is not posted till the end of the month, when an abstract is made of the receipts and issues of materials shown in the ten-day reports. This is irregular; the values of receipts and issues should be calculated out in each ten-day report, and the result transferred into the work-abstract.

In the accounts of the Post and Telegraph offices, it is observed that the pay of two temporary draftsmen, aggregating Rs. 55 per mensem, has been passed for some months past, apparently without a. y. authority. On this point attention is invited to paragraph 2 of Government Order on last report, and paragraph 4 of G.O., No. 2818 W., dated 26th October 1882. The services of the storekeeper, referred to in last report, have been dispensed with.

8. The register of works is posted to end of September for all works, the posting for October is in hand.

9. The monthly stock accounts are in order and up to date. Though Form No. 12 is regularly submitted by the subordinate in charge of the stock of the division, which is kept in store at the Government brickfields, the half-yearly register is not taken up for preparation till the end of each half-year. The posting of this, and also the half-yearly return of tools and plant, should be done monthly. The returns for the past half-year have been completed.

10. The account of brick-manufacture, referred to in paragraph 7 of last report, has been opened afresh from the commencement of the official year, the value at debit of "materials at site" of the previous account having been adjusted by transfer to the current account. The amount of estimate for the present operation is Rs. 28,917, and against this an expenditure of Rs. 25,179 has been incurred to end of October, while the value of outturn aggregates Rs. 32,359. The balance (Rs. 7,180) at credit will, it is stated, be covered by the cost of construction of sheds at the Government brickfields.

11. All other books and accounts examined are in order. The irregularities pointed out in last report have received attention.

12. The office is in good order.

Office note from the Examiner of Public Works Accounts, Madras, dated 12th December 1883, No. 981.

ORDER—dated 17th December 1883, No. 3607 W., Public Works.

Communicated to the Consulting Architect to Government.

2. The pay of the two draftsmen referred to may continue to be charged to the new Post and Telegraph office building, on the understanding that they have been engaged specially for the work and will be discharged on its completion. The attention of the Consulting Architect is, however, called to paragraph 1090 of the Public Works Code, under which the previous sanction of the Chief Engineer should have been obtained in the case of the draftsman drawing over Rs. 25 per mensem.

(True Extract.)

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

To the Consulting Architect to Government.
„ Examiner, Public Works Accounts.

Ed. E. Fernandez.
Spare Copies

3607
2

GENERAL.
ACCOUNT.

Govt. of 1883 Madras.

PUBLIC WORKS.

Dated December, 17th.

Recd.

Encl.

G.O., 17th Dec. 1883, No. 3607 W.

DECEMBER.

Office of the Consulting Archi-
tect to Government

Orders on notes of inspection of the — by
the Examiner of Public Works Accounts.

From

THE EXAMINER,

PUBLIC WORKS ACCOUNTS,

MADRAS,

To

The Secretary to Government,

Public Works Department.

Madras, 23rd November

1883.

Sir,

I have the honor to submit for information and orders of Government notes by Mr. Volkers, Asstt. Examiner, of his inspection of the Office of the Consulting Architect to Government.

2. The various points noticed concern chiefly the work of the Accountant, and should be attended to by him.

3. The only point that requires the special notice of Government, is that there seems to have been a systematic evasion of rules in respect of Establishment. In two previous reports it has been pointed out that persons were charged to works who should have been charged as Establishment, and now again it has come to light that two Draftsmen have been entertained and charged to works.

4. The state of the Office is satisfactory.

I have the honor to be,

Sir,

Your Most Obedient Servant.

D. P. Cardon

Examiner P. W. Accounts.

No. 901. 7/12th Dec. 1883.

Encs 1.

To W.
quint

If employed specially on
the work, there appears no objec-
tion to the pay of the men in
question being charged to the
work with the Chief Engineers
approval.

DCS

11/12

R. No. 859. Chepauk
29.11.83.
No. 25210
To C

Please say whether
under Code para 1090,
there is any objection to
the pay of the two drafts-
-men being charged to
the work? The men
have presumably been
engaged specially for
the work and their services
will be dispensed with on
its completion. The
sanction of the Chief Engineer
will of course be neces-
-sary in the case of one
of the men who draws
over Rs 25 per mensem.
Please see also G.O.
No 1764 W of 22-6-83

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

No. 157 W.
Dated 23 November 1883.
Recd. 26/12/83

Encls. 1.

Notes of inspection of the
Office of the Consulting Architect
to Government by Mr. Volkers Asstt.
Examiner. Forwards with remarks-

for 1764 W. 22.6.83.
1679 W. 9.6.83.
1357 W. 9.5.83.
1355 W. 5.5.83.
3317 W. 15.12.82.
2485 W. 9.11.82.
2818 W. 26.10.82.

Enclosure
sp 2
2607/5
NOTES OF INSPECTION BY R.C.F. VOLKERS ESQUIRE
ASSISTANT EXAMINER PUBLIC WORKS ACCOUNTS MADRAS, OF THE
OFFICE OF THE CONSULTING ARCHITECT TO GOVERNMENT, ON THE
19TH NOVEMBER 1883.

MAJOR J.L.L. MORANT R.E. IS CONSULTING ARCHITECT-
AND THE ACCOUNTANT MR H. BUTTERFIELD.

2. THE OFFICE WAS LAST INSPECTED ON THE 25TH APRIL last
(VIDE G.O. NO 1357 W. DATED 9TH MAY 1883)

3. SUB ENGINEER LENNON HAS AN IMPREST OF RS 30/. THERE
ARE NO OTHER SUBORDINATE DISBURSERS.

4. THE CASH BOOK IS UP TO DATE AND NEATLY KEPT.
DEDUCTIONS FROM SALARIES ON ACCOUNT OF MISCELLANEOUS
ADVANCES ETC. SHOULD BE PASSED THROUGH THE CASH BOOK
INSTEAD OF THE ADJUSTMENT BOOK. PAYMENTS MADE TO SUB-
DIVISIONAL OFFICERS ON ACCOUNT OF THEIR SALARY AND THAT
OF THEIR OFFICE ESTABLISHMENTS SHOULD BE DETAILLED, SO AS
TO SHew THE AMOUNTS CHARGEABLE TO EACH OF THE SUB-HEADS
(UPPER SUBORDINATE, OFFICE, PETTY ETC.) OF ESTABLISHMENT.

5. IN RECORDING DEBITS AND CREDITS TO OTHER DIVISIONS
OR DEPARTMENTS IN THE ADJUSTMENT BOOK THE NAMES OF SUCH
DIVISIONS OR DEPARTMENTS SHOULD BE CLEARLY NOTED.

6. IMPREST CASH ACCOUNTS ARE IN ORDER. THE DATE AND
MANNER (I.E. IN CASH OR BY CHEQUE) OF RECOUPMENT, SHOULD
INVARIABLY BE NOTED AT THE TIME OF SUCH RECOUPMENT.

7. WORK ABSTRACTS ARE NOW ON THE WHOLE SATISFACTORILY
PREPARED; PART IV. HOWEVER, IS NOT POSTED TILL THE END OF
THE MONTH- WHEN AN ABSTRACT IS MADE OF THE RECEIPTS AND

ISSUES

ISSUES OF MATERIALS SHOWN IN THE TEN-DAY REPORTS. THIS IS IRREGULAR, THE VALUES OF RECEIPTS AND ISSUES SHOULD BE CALCULATED OUT IN EACH TEN-DAY REPORT, AND THE RESULT TRANSFERRED INTO THE WORK ABSTRACT.

IN THE ACCOUNTS OF THE POST AND TELEGRAPH OFFICES IT IS OBSERVED THAT THE PAY OF TWO TEMPORARY DRAFTSMEN, AGGREGATING RS 55/ PER MENSEM, HAS BEEN CHARGED FOR SOME MONTHS PAST- APPARENTLY WITHOUT ANY AUTHORITY. ON THIS POINT ATTENTION IS INVITED TO PARA 2 OF GOVERNMENT ORDER ON LAST REPORT AND PARA 4 OF G.O. NO 2818 V. DATED 26TH OCTOBER 1882. THE SERVICES OF THE STOREKEEPER REFERRED TO IN LAST REPORT HAVE BEEN DISPENSED WITH.

8. THE REGISTER OF WORKS IS POSTED TO END OF SEPTEMBER FOR ALL WORKS- THE POSTING FOR OCTOBER IS IN HAND.

9. THE MONTHLY STOCK ACCOUNTS ARE IN ORDER AND UP TO DATE. THOUGH FORM NO 12 IS REGULARLY SUBMITTED BY THE SUBORDINATE IN CHARGE OF THE STOCK OF THE DIVISION, WHICH IS KEPT IN STORE AT THE GOVERNMENT BRICKFIELDS, THE HALF-YEARLY REGISTER IS NOT TAKEN UP FOR PREPARATION TILL THE END OF EACH HALF-YEAR. THE POSTING OF THIS, AND ALSO THE HALF-YEARLY RETURN OF TOOLS AND PLANT, SHOULD BE DONE MONTHLY. THE RETURNS FOR THE PAST HALF-YEAR HAVE BEEN COMPLETED.

10. THE ACCOUNT OF BRICK MANUFACTURE REFERRED TO IN PARA 7 OF LAST REPORT, HAS BEEN OPENED AFRESH FROM THE COMMENCEMENT OF THE OFFICIAL YEAR- THE VALUE AT DEBIT OF MATERIALS AT SITE OF THE PREVIOUS ACCOUNT HAVING BEEN

ADJUSTED

ADJUSTED BY TRANSFER TO THE CURRENT ACCOUNT. THE AMOUNT OF ESTIMATE FOR THE PRESENT OPERATION IS RS 28917/ AND AGAINST THIS AN EXPENDITURE OF RS 25179/ HAS BEEN INCURRED TO END OF OCTOBER- WHILE THE VALUE OF OUTTURN AGGREGATES RS 32359/. THE BALANCE (RS 7180/) AT CREDIT WILL, IT IS STATED, BE COVERED BY THE COST OF CONSTRUCTION OF SHEDS AT THE GOVERNMENT BRICKFIELDS.

11. ALL OTHER BOOKS AND ACCOUNTS EXAMINED ARE IN ORDER. THE IRREGULARITIES POINTED OUT IN LAST REPORT HAVE RECEIVED ATTENTION.

12. THE OFFICE IS IN GOOD ORDER.

H. C. J. V. V. V.

ASST EXAMINER F.W. ACCOUNTS.

22/11

22/11

N^o 3607 W.

Public Works Department.

Proceedings of the Madras Government,

Under date the 17th Decr/83.

Send the following:-

Letter from the Examiner of Architects. (H.E. N^o 157 Wd/Nov^r 13th/83)

Office note from do (H.E. N^o 981 d/Decr 12th/83)

Communicated to
the Consulting Architect to
Government.

2. The pay of the two
draftsmen referred to
may continue to be charged
to the new Post and
Telegraph office building.

on the understanding
that they have been
engaged specially for the
work and will be discharged
on its completion. The
attention of the Consulting
Architect is however called
to para 1090 of the
P.W. Code, under which the
previous sanction of the
Chief Engineer should
have been obtained in
the case of the draftsman
drawing over Rs 25
per mensem.

Dec 22/12

Consq. Architect to Govt
Examiner PWA

Cy
14/12

W.S.
16.12.83.

out
W

11073.

Govt. of (1883) Madras.

PUBLIC WORKS.

Dated

Recd.

Encl.

G.O. 17 Dec 1883. No. 36074.

Office of the Commr.
Architect to Govt.

Order on Notes of
Inspection of the
— by Mr. P. W. D.

13

22/12/83