

PUBLIC WORKS DEPARTMENT.

No. 943 C.

MEMORANDUM.

The annual examination in Public Works Practice and Procedure under paragraph 166 of the Code has hitherto been conducted by the Chief Engineer, Public Works Department, but it is considered that the time has arrived for relieving that officer of a duty which obviously should not fall upon him.

2. It is resolved therefore to delegate the work to Superintending Engineers, and each Superintending Engineer, in order of seniority, will in future undertake in turn the examination for the whole department.

3. The Examining Superintending Engineer will forward a set of questions confidentially to the Deputy Chief Engineer, who will have the necessary number of copies printed and circulated under sealed covers to the several Superintending Engineers with instructions as to the date and hour of examination (to be the same of course throughout the Presidency). The answers from each division will be sent back in the same way to the Deputy Chief Engineer, who will return them to the Examining Superintending Engineer for adjudication. The lists of passed and failed candidates will then be forwarded to the Deputy Chief Engineer, who will have them printed for circulation to the department.

4. The examination for the present year will devolve on Colonel J. Beatty, R.E., Superintending Engineer, Fourth Circle, and will be held on Saturday the 28th July 1883. Applications, which should be in the form issued with Circular No. 1301, dated 1st June 1881, may be sent to the Chief Engineer's Office, Madras, between the 1st and 30th June, after which date no applications will be attended to.

5. The annual examination of draftsmen will devolve on the Deputy Chief Engineer, and will take place at the same time as that for clerks. Applications may be forwarded in the same form and time as above mentioned, but it should be distinctly stated in the first column of all applications whether the examination applied for is that for clerks or for draftsmen.

The circulars and instructions issued on the subject in previous years, together with the question paper for 1882, will now be reprinted and circulated for the information of Superintending Engineers.

CHEPAUK,
12th May 1883.

(Signed) R. H. SANKEY, Colonel, R.E.,
Chief Engineer, P.W.D.

To Superintending Engineers.

To the Chief Engineer for Irrigation.

- " Consulting Engineer for Railways.
- " Consulting Architect to Government.
- " General Superintendent, Public Works Stores and Workshops.
- " Superintendent, Madras Harbour Works.
- " Examiner, Public Works Accounts.
- " Examiner, Railway Accounts.

No. 1301.

PUBLIC WORKS DEPARTMENT.

CIRCULAR.

Clerks of the Public Works Department desirous of presenting themselves for the examination shortly to be held in Public Works Procedure and Practice under paragraph 221 of the Code are requested to forward their applications, through their official superiors, to the Chief Engineer at Ootacamund not later than the 30th June, after which date no more names will be registered.

2. A copy of the rules for conducting the examination will be printed and circulated in due course.
3. The accompanying form of application should be used *without* covering letters.

(By Order.)

(Signed) C. C. RAWSON, Captain, R.E.,
Acting Deputy Chief Engineer, P.W.D.

1st June 1881.

APPLICATION for Examination in Public Works Procedure and Practice under paragraph 221 of the Code.

Name.	Class and Grade.	Present Salary.	Date of Appointment to the Department.	Date of Appointment to Grade.	Date of last Increment.	In which Office employed.	Remarks.

Station.

(Countersignature of official superior)

June 1881.

(Signature of Candidate)

PUBLIC WORKS DEPARTMENT.

Rules for conducting the Examination in Public Works Procedure and Practice prescribed in paragraph 221 of the Code.

The examination papers are sent in a sealed packet, not to be opened till the examination begins, each cover containing a sealed envelope with the candidate's name outside, and an index number in side, which is to be made over to him by the officer conducting the examination and opened by himself. This index number is to be entered by the candidate on each of his papers, instead of his name, which is nowhere to appear on the proceedings.

2. The examination should be held in the Superintending Engineer's or Executive Engineer's Office at such time as may be prescribed, and the several papers should be given out singly on the day appointed for each. The answers are to be written out by the candidate in presence of the officer conducting the examination without assistance from books or otherwise.

3. The examination must be held simultaneously for all the candidates in the Superintending Engineer's or Executive Engineer's Office, if there be more than one.

4. The question need not be written out by the candidate, but only the answer in full, with the number of the question prefixed. The neatness and cleanliness of the candidate's papers will be taken into consideration in assigning values to his work. The papers should be of foolscap size, with the candidate's index number and the date; also the title of each subject at the head of the paper. No second copying should be allowed. The answers as first written to be transmitted to the Chief Engineer at Ootacamund in a sealed envelope, to be headed "Answers to Examination Questions" without alteration or correction, immediately after the close of the examination. The questions may be retained.

5. A certain time will be allowed for answering each paper on the expiration of which the candidate's work, whether finished or not, must be made over to the officer conducting the examination. Questions remaining unanswered at the close of a sitting cannot be taken up again.

6. The officer conducting the examination is requested to certify that the above rules have been strictly followed by signing the certificate below, and to specify any accidental or unavoidable deviations:—

"Certified that the examination of the candidates, whose index numbers are _____, has been conducted strictly according to the above rules."

R. H. SANKEY, Colonel, R.E.,
Chief Engineer, P.W.D.

CHEPAUK,
29th May 1881.

PUBLIC WORKS DEPARTMENT.

No. 233.

CIRCULAR MEMORANDUM.

Under paragraph 3 of the rules issued with Circular No. 1301, dated 1st June 1881, it is prescribed that the examination in Public Works Procedure and Practice shall be held simultaneously for all the candidates.

2. To arrange for this being done in the Mofussil, the Superintending Engineers and Superintendent of Works are herewith furnished with a list of the candidates under their jurisdiction. The time and places of meeting should be at once arranged for Saturday the 30th July, and an officer of the Engineer establishment appointed to conduct the examination in each place.

3. The name of the officer, with the names of the candidates whose examination he is to supervise, as well as a place of examination, should be communicated to the Chief Engineer as soon as possible.

4. The examination papers will be addressed to the officers thus selected, and they will be otherwise dealt with in the manner laid down in the rules referred to above.

5. At the Presidency the candidates will be arranged into three batches, consisting of—

(1.) Those in the Public Works Secretariat and office of the Chief Engineer for Irrigation.

(2.) Those in the office of the Examiner of Public Works Accounts, and

(3.) Those in the office of the Superintending Engineer, First Circle; and all others not coming under (1) and (2)

(1.) will be supervised by the Acting Deputy Chief Engineer;

(2.) by the Examiner, Public Works Accounts, or any officer of the accounts branch he may appoint;

(3.) by the Superintending Engineer, First Circle, or any officer appointed by him.

6. The examination at Madras should begin at 12 A.M. for all the candidates, and should continue without an interval for the time shown on the question papers.

OOTACAMUND,
1st July 1881.

(Signed) R. H. SANKEY, Colonel, R.E.,
Chief Engineer, P.W.D.

PUBLIC WORKS DEPARTMENT.

No. 175.

CIRCULAR.

The Chief Engineer purposes holding the next examination in Public Works Practice and Procedure under paragraph 221 of the Code on Saturday the 29th July next. Timely intimation is given in order that those who have not already passed may take the opportunity of preparing themselves before the examination takes place.

Applications which should be in the form issued with Circular No. 1301, dated 1st June 1881, may be sent in between the 1st and 30th June. After the latter date no applications will be attended to.

(By order.)

(Signed) ROSS THOMPSON, Lt.-Col., R.E.,
Ag. Dy. Chief Engineer, P.W.D.

4th January 1882.

PUBLIC WORKS DEPARTMENT,
29th July 1882.

EXAMINATION QUESTIONS IN PUBLIC WORKS PROCEDURE AND PRACTICE.

TIME ALLOWED—THREE HOURS.

CHAPTER I.

- Q. 1. Define the term "Office Establishment," and state the number of classes into which it is divided in this department.
- Q. 2. Define the term "Petty Establishment," and state the classes which it includes.
- Q. 3. What authority is empowered to make first appointment to fill vacancies in each of the following positions :—
- Office Clerks or Draftsmen ?
 - Sub-Engineers ?
 - Lower Subordinates ?
 - Overseers ?

CHAPTER II.

- Q. 4. What examinations must a 2nd or 3rd Grade Assistant Engineer pass before promotion to 1st Grade ?
- Q. 5. State the pay and allowances of each of the three grades of Apprentice Overseer while undergoing instruction after first appointment from the Civil Engineering College, Madras.
- Q. 6. How are Warrant Officers, who as Upper Subordinates receive honorary commissions in the army, to be graded in the department, and do they count against the sanctioned scales for either the Engineer or Subordinate Establishment ?

CHAPTER III.

- Q. 7. When detached from head-quarters of Government, to what money limit is a Chief Engineer authorized to sanction for an emergent work ?
- Q. 8. To what money limit can each of the following authorities accept tenders made by contractors for the execution of works, whether original or repairs, namely :—
- Chief Engineer ?
 - Superintending Engineer ?
 - Executive Engineer ?
- Q. 9. Under what circumstances and up to what limits can a Superintending Engineer grant advances of salary to himself, or to any member of the establishment in his circle ?
- Q. 10. Above what ranks (Departmental and Military) are members of the establishment entitled to claim medical attendance at their quarters ?
- Q. 11. To what rates of travelling allowances are Hospital Assistants employed in the department entitled ?

CHAPTER V.

- Q. 12. What is the procedure to be followed by an Executive Engineer when he may consider that a soldier should be removed from the department ?

CHAPTER VI.

- Q. 13. What are the rules affecting the sanction of office furniture, and under what head are the charges to be shown ?
- Q. 14. What are the plans which an Executive Engineer must keep on record in his office ?

14TH NOVEMBER 1883, No. 3227 W., PUBLIC WORKS.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Establishment.

READ—the following letter from Captain A. R. F. DORWARD, R.E., Executive Engineer, in charge Central delta division, Godávári district, to the Superintending Engineer, First Circle, dated Gunnaram, 16th October 1883, No. 434 :—

I have the honor to inform you that the Examiner, Public Works Accounts, has, in his list of disallowances from this division salary bill for August 1883, remarked that a deduction of 10 per cent. from the salary of this office draftsman, S. Veerabhadriah, should be made, as he has not passed the examination prescribed in paragraph 166 of the code ; but, as he has been the only draftsman in this office up to this time, he has had hardly time to prepare for the examination. I request, therefore, that Government may be asked to authorise the Examiner to pass full pay, as a special case, till the date of next examination.

No. 2152 G.D.

Endorsement on the above.

Copy submitted to the Chief Engineer, Public Works Department. The Superintending Engineer recommends the extension of passing time under the circumstances.

2. It is almost impossible to get draftsmen for temporary posts at all.

(Signed) G. T. WALCH,
DOWLAISHWERAM,
1st November 1883.

(Signed) G. T. WALCH,
Offg. Suptg. Engineer, First Circle.

ORDER—dated 14th November 1883, No. 3227 W., Public Works.

The Examiner, Public Works Accounts, is authorised to pass full pay to draftsman S. Veerabhadriah of the Godávári central division, until the date of the next annual examination.

2. As the Public Works Code examination for draftsmen will hereafter take place annually, under circular, No. 943 C., dated 12th May 1883, the time for passing will, in modification of paragraph 2 of G.O., No. 487 W., dated 23rd February 1882, be extended to one year in each case.

(True Extract.)

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

To Superintending Engineers.
To the General Superintendent, Public Works Stores.
" Consulting Architect to Government.
" Chief Engineer for Irrigation.
" Examiner, Public Works Accounts.

Exd. E. Fernandez.
Spare Copies

GENERAL
ESTABLISHMENT.

Gobt. of 1883 Madras.
PUBLIC WORKS.

Dated November, 14th.

Recd.

Encl.

G.O., 14th Nov. 1883, No. 3227 W.

NOVEMBER.

Draftsman S. Veerabhadriah

Sanctioning full pay being passed to — of the Godavari central division till date of the next examination in the Public Works Code, and modifying paragraph 2 of G.O., No. 487 W., of 23rd February 1882, regarding the time allowed for passing the test.

No 1409.

Siemenelly Division Office
Palamcottah 2^d December 84.

From

The Executive Engineer

Siemenelly Division.

To,

The Superintending Engineer
b' circle.

Sir,

I have the honor to inform you that the Examiner of P.W. Accounts in his list of Disallowance from this Division salary bill for October 1884, disallowed the salary of Temporary Draftsman S. Saminatha Aiyar as he has not passed the Examination in the P.W. Code vide para 166 of P.W. Code and G.O. No. 3227 ^{14.11/83} and as I think that these orders do not apply to this man's case as his temporary appointment is limited to only a certain period i.e. up to 31st March 1885, I request you will be good enough to ask Govt. to authorize the Examiner to pass his pay up to 31st March 1885, up to which period his services were applied for.

If it has been decided that such temporary men should pass the examination

there is no alternative for him but
to appear for it on the next occasion
which will be in next August. The
man has been under the impression
he need not pass the examinations.

I have &c.

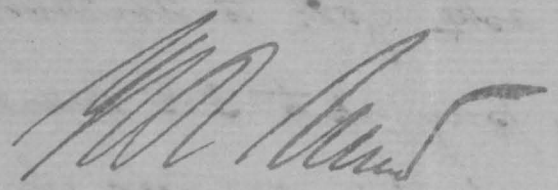
Signed/ J. C. Larmine.

Executive Engineer.

No 531 T.N.

Copy forwarded to the Chief Engineer
P. W. D. with a request that the Examiners
may be authorized to pass the full
pay of the Draughtsman.

The undersigned considers
that the para of the Code & the G.O.
quoted by the Examiners do not apply
to Temporary Draughtsman, especially
to a Draughtsman whose services are
required for a limited time.

 M. M. L. L. L.
Superintendent Engineer, Circle.

Trichinopoly
6: December 1874

From,

The Supr Engineer
C. C. Biele

To,

The Chief Engineer
P. W. D.

No 531 T. N.

Dated 6: December 84



Temporary Drafts-
man employed in
the Trinevelly De-
office -

Requests, for reasons
stated, that the ex-
aminer of P. W. a.
may be authorised
to pass full pay to

P. W. Deptt.

B. No 3038. W. of 11 Dec. 1884

Memorandum

From the Supr Engr, Trinevelly - No 531 T. N. d/6th Dec/84

The examina-
-tion in Chapters VII
- & VIII of the P. W. Code,
prescribed by para
166, will be held to
apply only to drafts-
- men on the perma-
-nent establishment
A standing order to
this effect will is-
-sue accordingly -

Cy.

9.12.84

W.

9.12.84

To
The Supr Engr, Trinevelly
" Secy, P. W. Deptt.

