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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

P.W DEPARTMENT

G.O. No.	317-W	Press.
B.P. No:		Mis.
Dated	11-2-1885	198

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Not to be folded or roughly handled

11TH FEBRUARY 1885, No. 317 W., PUBLIC WORKS.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General
Establishment

READ—the following paper:—

Proceedings of the Government of India, Public Works Department (General),
dated Fort William, 4th February 1885, No. 195 G.:—

Civil Engineers' Provident Fund.

Read again—

Public Works Department Resolution, dated 15th October 1884, No. 1216 G.

Read also—

Despatch from the Secretary of State, dated 11th November 1884, No. 71.

Resolution—

Since the publication of the resolution now read again, the Secretary of State has ruled that contributions to the Civil Engineers' Provident Fund may be made compulsory on all Civil Engineers who may hereafter enter the Public Works Department. The Government of India has also authorised certain changes in regard to the accounts of the fund. It has been found necessary heretofore to issue a revised set of rules, which is appended to this resolution.

2. The Secretary of State has also ruled that officers now in the department, who wish to join the fund, may pay up arrears, within the authorised limits, from the commencement of service, or for any shorter time, in one sum, interest on which will be allowed from the date of payment.

Order—

Ordered that this Resolution be forwarded to the Local Governments and Administrations and

The Governments of Madras, Bombay, Bengal, the North-Western Provinces and Oudh,
and the Punjab, in the Public Works Department.
The Chief Commissioners, Central Provinces, British Burma, Assam and Coorg.
The Resident at Hyderabad.
The Agents to the Governor-General for Central India, Rajputana, and Bechistan.
The Accountant-General, Public Works Department.
The Inspector-General of Military Works.
The Director-General of Railways.
The Consulting Engineers to the Government of India for Guaranteed Railways, Calcutta,
Lahore and Lucknow.
The Superintendent of Works, Sindh Imperial Circle.

officers noted in
the margin, and to
the Department of
Finance and Com-
merce, also that it
be published in the
Gazette of India and
in all local gazettes.

APPENDIX.

CIVIL ENGINEERS' PROVIDENT FUND.

1. The institution of a Provident Fund on the following basis is sanctioned for the officers of the Public Works Department indicated in the margin:—

Character of the Fund.

1. Civil Engineers on the effective list of the Public Works Department.
2. Civil Engineers transferred to the Accounts Branch, or the Superior Railway Revenue Establishment, or to foreign service under chapter III of the Civil Pension Code.
3. All civil members of the Superior Accounts Establishment who are not Civil Engineers.

- (1) The monthly deposit may be not less than 5 per cent. and not more than 10 per cent. on the salary (as defined in the Financial Codes) of each depositor for that month.

(2) In the case of officers new in the department, the deposits will be voluntary, and may be discontinued and resumed at the option of the depositor. But officers joining the department hereafter must contribute 5 per cent. of their salary to the fund, and may contribute up to 10 per cent. of salary. Apprentices may contribute to the fund, but will not be compelled to do so.

(3) Compound interest at 4 per cent. on such payments will be annually credited by Government to each officer's account.

(4) The sum which will thus accumulate in the credit of an officer will be his absolute property, to be handed over to him unconditionally on quitting the service, or, in the event of his death before he does so, to his legal representatives.

II. The deposits received under the foregoing regulations will be placed in a Government Savings Bank, named "Civil Engineers' Provident Fund." The administration of the Fund will rest with the Government of India or the Public Works Department.

III. Deposits will be received by the various Examiners of Public Works Accounts throughout India. They will be recovered by deduction from the pay bills, or may be made in cash.

Deposits cannot, except in the cases provided for in the next rule, be made otherwise than through an Examiner of Public Works Accounts or an Executive Engineer who is in receipt with an Examiner.

IV. An officer who is not on the books of any Examiner, but receives his allowances either from the Civil Department or from a Local Government or a Foreign State, may, if he has already been admitted as a depositor, pay his contributions either in cash into the nearest treasury, or, if he is paid by the Civil Department, by deduction from his salary bill. He must, in either case, specify the number of his account. His contributions will be passed on, by the Civil Accountant-General, to the Examiner, Public Works Accounts, of the province, who will assume the responsibility mentioned in rule VIII.

An officer of this class, who has not already been admitted, must apply for admission (and assignment of number) to the Accountant-General, Public Works Department.

For the purposes of this rule, the examiner for the province is, in the case of Indian treasuries, the Examiner of Military Works Accounts.

V. No withdrawal will ordinarily be allowed from the deposit until the depositor quits the service or dies. But on Local Governments or Administrations being satisfied that the pecuniary circumstances of a depositor are such that the withdrawal is absolutely necessary, a deposit may be temporarily withdrawn on orders issued by the respective Local Governments and Administrations.

(a) to pay for the passage of the depositor going on leave out of India on medical certificate, or returning after an absence.

(b) to pay for the passage of any member of the depositor's family coming from beyond the sea to join him, or going to tend the sick, or from some urgent cause.

A withdrawal thus sanctioned will be made after reference to the Comptroller-General to ascertain that it is covered by the amount of credit.

VI. Withdrawals under rule V will be recovered in twenty equal monthly instalments compulsorily deducted from salary in addition to contributions under rule I, whenever full salary is drawn, until the whole is repaid. Such instalments may be paid in advance.

VII. The balances of deceased depositors will be paid according to rules 28 and 59, chapter 19, of the Civil Account Code, edition 1883, and Act V of 1873.

VIII. For the proper admission of depositors, the correct realization of the receipts, and the admission and payment of the withdrawals, the Examiners, as audit officers, will be entirely responsible. The functions of the Comptroller-General are purely those of keeping the account of the receipts and withdrawals as reported by the Examiners.

IX. All sums received from depositors will be credited, and all sums withdrawn will be charged, by the Examiners under the head "Civil Engineers' Provident Fund."

X. The Examiner will, at the end of each month, forward to the Comptroller-General, Savings Bank Department, a statement of the sums he may receive on account of the Fund. This statement will contain (1) the dates of receipt; (2) the numbers of the depositors' accounts; (3) name and official designation of the depositors; and (4) amounts of deposits. The total of this statement must agree with the corresponding credit in the Examiner's account as rendered to the Accountant-General. For number of depositors' account see below, rule XIII.

XI. The Examiner will similarly forward a monthly statement of withdrawals. This statement will give the following particulars, and the total of it must agree with the corresponding debit in the Examiner's account as rendered to the Accountant-General:—

(1) dates of payments; (2) numbers of depositors' accounts; (3) names and official designations of the Local Government or Administration for payment as prescribed in rule V. For number of account see below, rule XIII.

The Accountant-General will, together with his monthly account, send to the Comptroller-General a complete statement, by Examiners, of the total receipts and withdrawals on account of the Civil Engineers' Provident Fund.

XII. The yearly receipts and charges on account of the Civil Engineers' Provident Fund will be cleared from the books of the various Examiners by transfer to those of the Examiner of Accounts, Military Works, in whose books, consequently, the transactions of the whole Fund will be recorded.

XIII. The account of each depositor will be posted in a ledger, to be kept by the Comptroller-General, Savings Bank Branch. The ledger will be closed as soon as possible after 31st March of each year.

XIV. Every account in this ledger will receive a distinct number. The number so given to the depositors' accounts will be consecutive. When a new depositor is admitted, the Comptroller-General will, on reference, notify to the Examiner concerned the number to be given to his account, and this number will be quoted again in the statements prescribed in rules X and XI. The numbers of closed accounts be given to new depositors. In the event of the depositor's transfer, the number will be noted on his last payment certificate, in order that the next Examiner may be able to quote it in his deposit statements.

XV. Interest will be allowed for each calendar month upon the minimum balance of the depositor's account between the close of the month and the end of the month. In calculating interest under this rule, the deposits received by deduction from salary will be considered as paid into the Fund on the 1st of the month succeeding that for which the salaries from which the deductions are made are due. The interest will be calculated monthly as provided for in the form of ledger, but will not be added to the principal until the end of the official year, except when the account is to be finally closed, in which case the interest will be paid, after reference, as prescribed in the next section.

XVI. When an account is to be closed, the Examiner who at the time is charged with the receipt of the deposits, will submit to the Comptroller-General a statement of the transactions of the past six months, certifying them to agree with the debits and credits in his accounts (or submitting such certificate of any other Examiner in whose accounts they were included) and will apply for an order for payment of interest and principal up to date. The account will be made up in advance, by the Comptroller-General, and issued in the form A. attached, with an order directing the debit.

XVII. The amount of interest to be added to the balance of the Fund will be calculated each year by the Comptroller-General, who will issue a direction to the Accountant-General, Public Works Department, to credit the amount to the exchange account between the Comptroller, India, and the Accountant-General, Public Works. This transaction must include the debits on account of interest paid during the year on closed accounts, which during the currency of the year is debited to the Fund itself.

XVIII. As soon as possible after receiving the March accounts of the Accountant-General, the Comptroller-General will make up each depositor's account, with interest, till March 31st, and will send him, through the Examiner in whose account his last subscription was received, a statement of his account in form A annexed, or in some similar form. Depositors are required to satisfy themselves as to the correctness of these statements; and, unless errors in them are brought to the notice of the Comptroller-General within one month from the date of their receipt, Government will not be responsible for any sums not thus acknowledged.

XIX. Any depositor may, once in the official year but not oftener, receive, on application to the Comptroller-General, a copy of his account for the last official year, and for so many months of the current year as may have been posted and agreed with the accounts of the department.

GENERAL
ESTABLISHMENT.

Gobt. of 1885 Madras.
PUBLIC WORKS.

Dated February, 11th.

Recd.

Encl.

G.O., 11th Feb. 1885, No. 317 W.

FEBRUARY.

Civil Engineers' Provident
Fund

Orders of the Government of India, issu-
ing revised rules of the —, communicated
to the officers of the Public Works Depart-
ment.

No. 195 G.

GOVERNMENT OF INDIA.
PUBLIC WORKS DEPARTMENT.
GENERAL.

Fort William, February 4, 1885.
Civil Engineers' Provident Fund.

Read again:—

Public Works Department Resolution No. 1216 G., dated 15th October 1884.

Read also:—

Despatch from the Secretary of State, No. 71, dated 12th November 1884.

RESOLUTION.—Since the publication of the Resolution now read again, the Secretary of State has ruled that contributions to the Civil Engineers' Provident Fund may be made compulsory on all Civil Engineers who may hereafter enter the Public Works Department. The Government of India has also authorized certain changes in regard to the accounts of the Fund. It has been found necessary therefore to issue a revised set of rules, which is appended to this Resolution.

2. The Secretary of State has also ruled that Officers now in the Depart-
ment, who wish to join the Fund, may pay up arrears, within the authorized
limits, from the commencement of service, or for any shorter time, in one sum,
interest on which will be allowed from the date of payment.

ORDER.—Ordered, that this Resolution be forwarded to the Local Govern-
ments and Adminis-
trations and Officers
noted in the margin,
and to the Depart-
ment of Finance and
Commerce, also that
it be published in the *Gazette of India* and in all Local Gazettes.

The Governments of Madras, Bombay, Bengal, the North-Western Provinces and
Oudh, and the Punjab, in the Public Works Department.
The Chief Commissioners, Central Provinces, British Burma, Assam and Coorg.
The Resident at Hyderabad.
The Agents to the Governor General for Central India, Rajputana and
Beluchistan.
The Accountant General, Public Works Department.
The Inspector General of Military Works.
The Director General of Railways.
The Consulting Engineers to the Government of India for Quarantine Railways,
Calcutta, Lahore and Lucknow.
The Superintendent of Works, Simla Imperial Circle.

Under Secretary to the Government of India.

By The Secretary to the Government of Madras
Public Works Department

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Character of the Fund.

1. Civil Engineers on the effective list of the Public Works Department.
2. Civil Engineers transferred to the Accounts Branch, or the Superior Railway Revenue Establishment, or to foreign service under Chapter III of the Civil Pension Code.
3. All civil members of the Superior Accounts Establishment who are not Civil Engineers.

CIVIL ENGINEERS' PROVIDENT FUND.

I.—The institution of a Provident Fund on the following basis is sanctioned for the officers of the Public Works Department indicated in the margin:—

- (1) The monthly deposit may be not less than 5 per cent. and not more than 10 per cent. on the salary (as defined in the Financial Codes) of each depositor for that month.
- (2) In the case of officers now in the Department, the deposits will be voluntary, and may be discontinued and renewed at the option of the depositor. But officers joining the Department hereafter must contribute 5 per cent. of their salary to the Fund, and may contribute up to 10 per cent. of salary. Apprentices may contribute to the Fund, but will not be compelled to do so.
- (3) Compound interest at 4 per cent. on such payments will be annually credited by Government to each officer subscribing.
- (4) The sum which will thus accumulate to the credit of an officer to be his absolute property, to be handed over to him unconditionally on quitting the service, or, in the event of his death before retirement, to his legal representatives.

II.—The deposits received under the foregoing resolution will be placed in a Government Savings Bank named "Civil Engineers' Provident Fund." The administration of the Fund will rest with the Government of India in the Public Works Department.

III.—Deposits will be received by the various Examiners of Public Works Accounts throughout India. They will be recovered by deduction from the pay bills, or may be made in cash. Deposits cannot, except in the cases provided for in the next rule, be made otherwise than through an Examiner of Public Works Accounts, or an Executive Engineer who is in account with an Examiner.

IV.—An officer who is not on the books of any Examiner, but receives his allowances either from the Civil Department

Administration of the Fund.

Receipts of Deposits.

or from a local fund or a foreign State, may, if he has already been admitted as a depositor, pay his contributions either in cash into the nearest treasury, or if he is paid by the Civil Department, by deduction from his salary bill. He must in either case specify the number of his account. His contributions will be passed on, by the Civil Accountant General, to the Examiner, Public Works Accounts, of the Province, who will exercise the responsibility mentioned in Rule VIII.

An officer of this class who has not already been admitted must apply for admission (and assignment of number) to the Accountant General, Public Works Department.

For the purposes of this rule, the Examiner for the Province is, in the case of Indian Treasuries, the Examiner of Military Works Accounts.

V.—No withdrawal will ordinarily be allowed from the deposit until the depositor quits the service or dies. But on Local Governments or Administrations being satisfied that the pecuniary circumstances of a depositor are such, that indulgence is absolutely necessary, a deposit may be temporarily withdrawn under orders issued by the respective Local Governments and Administrations—

- (i) to pay for the passage of the depositor going on leave out of India on medical certificate, or returning after such absence;
- (ii) to pay for the passage of any member of the depositor's family coming from beyond the sea to join him, or going beyond the sea, sick, or from some urgent cause.

A withdrawal thus sanctioned will be made after reference to the Comptroller General to ascertain that it is covered by the amount at credit.

VI.—Withdrawals under Rule V will be recovered in 20 equal monthly instalments compulsorily deducted from salary in addition to contributions under Rule I, whenever full salary is drawn, until the whole is refunded. Such instalments may be paid in advance.

VII.—The balances of deceased depositors will be paid according to Rules 53 and 59, Chapter 19, of the Civil Account Code, edition 1884, and Act V of 1873.

Withdrawals

Deceased depositors

Responsibility of Examiners

Examiner's account of deposit

Examiner's account of withdrawals

Accounts of Fund to be transferred annually to the books of Examiners, Military Works Accounts.

VIII.—For the proper admission of depositors, the correct realization of the receipts, and the admission and payment of the withdrawals, the Examiners, as Audit Officers, will be entirely responsible. The functions of the Comptroller General are purely those of keeping the account of the receipts and withdrawals as reported by the Examiners.

IX.—All sums received from depositors will be credited, and all sums withdrawn will be charged by the Examiners under the head "Civil Engineers' Provident Fund."

X.—The Examiner will, at the end of each month, forward to the Comptroller General, Savings Bank Department, a statement of the sums he may receive on account of the Fund. This statement will contain (1) the dates of receipt; (2) the numbers of the depositors' accounts; (3) name and official designation of the depositors; and (4) amounts of deposits. The total of this statement must agree with the corresponding credit in the Examiner's account as rendered to the Accountant General. For number of depositors' account, see below, Rule XIII.

XI.—The Examiner will similarly forward a monthly statement of withdrawals. This statement will give the following particulars, and the total of it must agree with the corresponding debit in the Examiner's monthly account as rendered to the Accountant General:—(1) dates of payments; (2) numbers of depositors' accounts; (3) names and official designations; (4) amounts paid; (5) number and date of the orders of the Local Government or Administration for payment as prescribed in Rule V. For number of account, see below, Rule XIII.

The Accountant General will, together with his monthly account, send to the Comptroller General a complete statement, by Examiners, of the total receipts and withdrawals on account of Provident Fund.

XII.—The yearly receipts and charges on account of the Civil Engineers' Provident Fund will be cleared from the books of the various Examiners by transfer to those of the Examiner of Accounts, Military Works, in whose books consequently the transactions of the whole Fund will be recorded.

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XIII.—The account of each depositor will be posted in a ledger, to be kept by the Comptroller General, Savings Bank Branch. The ledger will be closed as soon as possible after 31st March of each year.

XIV.—Every account in this ledger will receive a distinct number. The number so given to the depositors' accounts will be consecutive. When a new depositor is admitted, the Comptroller General will, on reference, notify to the Examiner concerned the number to be given to his account, and this number will be quoted against all further deposits and all withdrawals in the statements prescribed in Rules X and XI. A depositor's number will not be altered, nor will the numbers of closed accounts be given to new depositors. In the event of the depositor's transfer, the number will be noted on his last pay certificate, in order that the next Examiner may be able to quote it in his deposit statements.

XV.—Interest will be allowed for each calendar month upon the minimum balance of the depositor's account between the close of the fourth day and the end of the month. In calculating interest under this rule, the deposits received by deduction from salary will be considered as paid into the Fund on the 1st of the month succeeding that for which the salaries from which the deductions are made are due. The interest will be calculated monthly as provided for in the form of ledger, but will not be added to principal until the end of the official year, except when the account is to be finally closed, in which case the interest will be paid, after reference, as prescribed in the next section.

XVI.—When an account is to be closed, the Examiner who at the time is charged with the receipt of the deposits will submit to the Comptroller General a statement of the transactions of the past six months, certifying them to agree with the debits and credits in his accounts (or submitting such certificate of any other Examiner in whose accounts they were included), and will apply for an order for payment of interest and principal up to date. The account will be made up in advance by the Comptroller General, and issued in the Form A attached, with an order directing the debit.

XVII.—The amount of interest to be added to the balance of the fund will be calculated each year by the Comptroller General, who will issue a direction to the

Depositor's ledger.

Number of depositors' accounts.

Interest.

Closing of account.

Addition of interest.

Accountant General, Public Works Department, to credit the amount to the Fund by debit to Civil Department in the Exchange account between the Comptroller, Indian Treasuries, and the Examiner of Accounts, Military Works. This transaction must include the debits on account of interest paid during the year on closed accounts, which during the currency of the year is debited to the Fund itself.

XVIII.—As soon as possible after receiving the March accounts of the Accountant General, Public Works Department, the Comptroller General will make up each depositor's account, with interest, till March 31st, and will send him, through the Examiner in whose account his last subscription was received, a statement of his account in Form A annexed, or in some similar form. Depositors are required to satisfy themselves as to the correctness of these statements; and unless errors in them are brought to the notice of the Comptroller General within one month from the date of their receipt, Government will not be responsible for any sums not thus acknowledged.

XIX.—Any depositor may, once in the official year but not oftener, receive, on application to the Comptroller General, a copy of his account for the last official year, and for so many months of the current year as may have been posted and agreed with the accounts of the Department.

Yearly advice to depositors.

[Faint handwritten notes]

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GOVERNMENT OF INDIA
PUBLIC WORKS DEPARTMENT
GENERAL

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N^o 317 W of 11 July 1885.

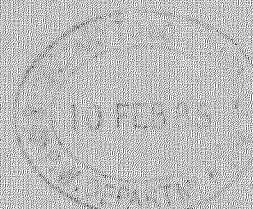
Communicated
to officers of the Public
Works Dept. concerned,
for information and
guidance, in supersession
of the rules issued
with G.O. 2710 W of 3rd
November 1884.

To

No. 195 G.

Dated February 1, 1885.

Received



(Ordered also that
the papers be published
in the Fort St. George
Gazette.

CE. for S. ✓
CE. for Rys ✓
Engs in Chief State Rys
Suptg. Engrs.
Comdg. Supt. to Govt
Supt. of Works S. M. J.
Supt. of Works Rys.
Supt. of Works Rys.
Supt. of Works Rys.
Supt. of Works Rys.

Revised Rules of the Civil Engineers' Provident
Fund.

No. 66, P. W. D. Press—4-2-85—1,620.

With order

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