(1) பக்கங்களின் எண்ணிக்கை 28

(2) புதுக்கித் திருப்பிய நாள் Dec 89

(3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம்

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

P. W. D. துறை

அரசாணை எண். —
மு. கோப்புத் தாள் எண். 3287

அச்சகம்
பலவகை

நாள் : 20 - 11 - 1889 1988.

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

14. Sheets

ஆவண. கா-1—18,000—15-6-87.

[C. No. 8.]

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GOVT. OF MADRAS. } 1889. { P. W. DEPT.

EXAMINER, P. W. ACCOUNTS.

Madras, 4 November 1889.

OFFICE NOTE No. 1572.

To

W.

From the accounts of the Executive Engineer Buckingham Canal Division for May 1889, it was observed that a fitter on Rs. 40 and an engine driver on Rs. 35 a month were entertained by the Executive Engineer for employment on certain works in the Buckingham Canal Division.

2. As the pay in each of the above cases was over Rs. 25 and as code para 935(5) lays down that the sanction of the Supg. Engineer is necessary in such cases, the Executive Engineer was asked, in the course of audit, to quote his authority for the said appointments.

3. In reply, the Executive Engineer states that the appointments were authorized by himself and that the individuals paid are monthly paid coolies and do not fall under "work establishment". This seems to

KEEP-WITH Genl. No.

dated 188 .

2,000-9-10-88.

be beside the question. Code para 935 which is supposed to indicate what is "work establishment" must be read in connection with note I on form M.4 A. as amended by form standing order No.20 of 1886. According to this note,thus amended,men who work with their own hands but who are not paid at a daily rate are to be entered in form M 4 A,and their entertainment is to be regulated by code para 935.

4. If this is the intention, it should, I think, be clearly expressed in code para 935,legislation by notes on forms being decidedly inconvenient. It is just possible however that it may not be intended; I therefore submit the question for the orders and decision of Government.

5. As for the merits of the question,there seems to be a good deal to be said on both sides. On the one hand it is not very clear why payment by the day or payment by the month should make much difference,and if any distinction is to be made it would perhaps be better to make it depend on whether payment (whether at a daily or monthly rate ~~rate~~)is for time or days worked only,or for the entire period of the rate,whether full time is worked or not. On the other hand, if there is no restriction on the entertainment of men who "work with their own hands " it seems doubtful

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whether any such rule as that of code para935 is of any use at all;for after all working with one's own hands is generally a question of more or less.

4/11

for C.

4/11 4/11

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Memorandum of Treasury Balances.

1	2	3	4	5	6	7
	Ch. Treasury.	T. Treasury.	S. Treasury.	Treasury.	Treasury.	Total.
As per Public Works Accounts.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
1. Balance as per last month's cash books	3,000 0 0	...	140 0 0	...	...	3,140 0 0
2. Add credits issued this month ...	24,500 0 0	1,500 0 0	2,000 0 0	...	...	28,000 0 0
3. Total ...	27,500 0 0	1,500 0 0	2,140 0 0	...	...	31,140 0 0
4. Deduct cheques drawn this month as per cash books (to be credited to "cheques of Public Works Department officers" in account current)	26,713 1 3	1,250 0 0	1,802 5 0	...	...	29,765 6 3
5. Balance at end of month as per cash books	786 14 9	250 0 0	337 11 0	...	...	1,374 9 9
As per Treasury Accounts.						
6. Balance as per pass books (line 10 of last account)	3,000 0 0	...	140 0 0	...	...	3,140 0 0
7. Add amount of letters of credit for the month as per pass books.	24,500 0 0	1,500 0 0	2,000 0 0	...	...	28,000 0 0
8. Total as per pass books ...	27,500 0 0	1,500 0 0	2,140 0 0	...	...	31,140 0 0
9. Deduct cheques paid during the month as per pass books ...	26,241 0 3	1,250 0 0	1,802 5 0	...	...	29,293 5 3
10. Balance at end of month as per pass books and treasury balance certificates	1,258 15 9	250 0 0	337 11 0	...	...	1,846 10 9
11. Difference between treasury and Public Works balances (line 10 —line 5) as per details of unpaid cheques on treasury balance certificates	472 1 0	...	...	...	...	472 1 0

Station _____

Dated _____

Accountant. *Executive Engineer.*

Note.—The balance (column 7, line 5) should not, as a rule, exceed the average outlay of a week; when it does so, the reason will be stated below, and the steps taken to reduce the amount in future explained,—such as, applying for short credits in the following month, &c. It is the duty of every disbursing officer to reduce to the utmost his demands upon the public treasury, and not to draw any money in advance of his requirements; the balances of letters of credit and cash deposited in chests should alike be kept down to the lowest possible amounts.

Forms—No. 17 of 1886.]

3

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NOTES.

REFERENCE TO MADRAS P.W.D. CODE.

PARAS. 1747, 1754 AND 1829.

1. Work should be promptly measured up and paid for, running accounts being avoided as much as possible.

2. When the payee signs in vernacular, the amount acknowledged should also be noted in the vernacular as well as in English.

3. A receipt stamp is required for every payment exceeding Rs. 20.

4. In the case of payees who can neither read nor write, their mark or seal should be attested by two competent witnesses, in whose presence the nature of the payment should be fully explained.

P.W.D. Form.
No. M. 14 A.

DIVISION _____

SUB-DIVISION _____

FUND _____

DEPARTMENTAL HEAD _____

SERVICE HEAD _____

Piece-worker's bill—January 1880.

No. of this bill 5
Cash-book No. 56
Work voucher No. ... 9
Schedule No. 4

Nature of work—Excavation and embankment, Allyghur and Muttra road.

Name of Piece-worker—Madho Singh.

Authority—Estimate No. 13 of 1878-79, G.O., No. 2975 W., of 21st August 1878.

No. and date of last bill of the abovenamed piece-worker for this work—No. 2 of January 1880.

4

*Prepared at piece-worker's request.**

Quantity		Particulars.	Rate				Amount						Remarks.
			At			per	During month.			To end of month.			
							Rs.	A.	P.	Rs.	A.	P.	
26,900	26,900	Earthwork on 4th mile.				C. ft.							
40,000	70,000	Do. 6th „ „	1	7	0	1,000	38	10	8	38	10	8	
			1	7	0	1,000	57	8	0	100	10	0	
		Total	...	...	...	...	96	2	8	139	4	8	

MADHO SINGH,
Piece-worker.

T. BURKE,
In charge of work.

Certified that the foregoing claim is correct, that the necessary measurements were taken by me on the 25th January 1880, and are recorded at page 42 of my measurement book No. 2, and that the work has been satisfactorily performed.

Dated 25th January 1880.

T. BURKE,
Sub-Divisional Officer.

Remarks by Executive Engineer.
Pay Rs. 40 only by cheque.

Dated 28th January 1880.

(Signed)
Executive Engineer,
Division.

Received Rs. 40 (forty) only on account of the above-mentioned work, as per memorandum below.

Dated 28th January 1880.

(Signed) MADHO (Stamp.) SINGH,
Piece-worker.

Memorandum of work done and payment made.

	Rs.	A.	P.	Rs.	A.	P.
Total value of work done up to date				139	4	8
Previous payments as per bill No. 2 of January 1880 ...	40	0	0			
Payment now made	40	0	0			
				80	0	0
Balance due ...				59	4	8

* These words should be scored out when the bill is prepared by the piece-worker himself.

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NOTES.

REFERENCE TO MADRAS P.W.D. CODE,

PARA. 1230B.

1. The Executive Engineer will prepare, at the close of each month, statements in duplicate in this form and forward them to the treasury officer concerned in time to enable the necessary recoveries to be effected on the audit of pay bills.

2. The buildings will be entered in column 2 in the order given in Form No. M41.

3. The treasury officer will, on recovery of the amounts due, fill in columns 9 and 10, and return one copy of the statement duly signed to the Executive Engineer in time to enable him to prepare the next month's statement. In cases where the treasury officer has failed to effect recovery of the rent due, he should record in the column set apart for that purpose the reasons for the non-recovery.

4. The Executive Engineer, on receipt of the statement from the treasury officer, will transmit it to the Examiner for adjustment in his auxiliary accounts.

P.W.D. Form,
No. M42A.

Division _____

List of Officers employed in Civil Departments other than the P.W.D., who occupied public buildings

in the station of _____, showing the rents due by them to end of June 1879 *and the recoveries made during the following month.*

Register No. of building.	Name of building.	Name and rank of the individual occupying the building.	Period for which rent is due.	Monthly rate of rent.	Rent due. Balance at end of last month. Rs. A. P.	Assessment of the month. Rs. A. P.	Total. Rs. A. P.	Recovered in July 1879. Rs. A. P.	Balance still due. Rs. A. P.	Treasury officer's explanation of the causes of non-recovery of the amounts outstanding for more than one month.
				Rs.						

Completed and returned to the Executive Engineer.

Dated 1st July 1879. *Executive Engineer.*

Treasury officer.

Dated 20th July 1879.

[Forms—No. 18 of 1886.]

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NOTES.

REFERENCE TO MADRAS P.W.D. CODE,

PARAS. 935 AND 1749.

1. The wages of men, who do not work with their own hands and are not paid at a daily rate, will be included in this form. Such establishment will be regulated strictly in accordance with the rules laid down in Code, para. 935.

2. The sanction required under para. 935 will be quoted against the name of each individual employed, viz. :—

Rs. 25 and under, Executive Engineer.

Rs. 100 and above Rs. 25, Superintending Engineer.

Above Rs. 100, Chief Engineer.

3. The income tax recovered under Act II of 1886 will be noted in the last column against the persons concerned.

P.W.D. Form, No. M4A.

SUB-DIVISION _____

DIVISION OF OFFICER _____

MONTH _____

Voucher for Charges on account of Subordinate Supervision.

Work on which employed _____

Authority for appointment.	Capacity in which employed.	Name.	Month and period.	Rate of salary.	Amount of salary.	Deduct fines.	Balance due and paid.	Date of payment.	Signature and stamp for each payment exceeding Rs. 20.	Income tax recovered under Act II of 1886.
					Rs. A. P.	Rs. A. P.	Rs. A. P.			Rs. A. P.

Amount of this voucher, Rupees (in words) _____

Dated _____ (Signature) _____

Musterer.

Overseer or Officer in charge of work.

Pay Rupees *

Dated _____ (Signature) _____

Executive Engineer or Assistant Engineer or Upper Subordinate in charge of the sub-division.

Paid Rupees _____

ns above in my presence _____

Overseer or Officer in charge of work.

[Forms—No. 19 of 1886.]

* Here state *the amount in words and* whether "in cash" or "by cheque."

10507 3287
Hw 14.11.89

Sir

For orders.

The view expressed in para 5 of C's note appears correct.

Cu
8/12/89

I do not see any necessity for further legislation - In the case in point the Tehsildar should have obtained the signature of the Pt.

To call an expert driver & fitter "coolies" is unwarrantable.

Hewett
11.12.89

7

20

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GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

STANDING ORDERS, 1886.

No. 17.

P.W.D. Book of Forms.

Form No. M 31. For present Memorandum of Treasury Balances on page 96, substitute the following :—

[Forms—No. 17 of 1886.]

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GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

STANDING ORDERS, 1886.

No. 18.

P.W.D. Book of Forms.

Insert the accompanying form :—

P.W.D. Form No. M 42 A.—List of officers employed in Civil Departments other than the P.W.D., who occupied public buildings.

[Forms—No. 18 of 1886.]

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GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

STANDING ORDERS, 1886.

No. 19.

P.W.D. Book of Forms.

Insert the accompanying new Form :—

P.W.D. FORM No. M4A.—*Voucher for charges on account of subordinate supervision.* [Forms—No. 19 of 1886.]

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GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

STANDING ORDERS, 1886.

No. 20.

P.W.D. Book of Forms.

Form No. M 4. Add to Note 1 :—

"No charge other than the wages of men, who actually work with their own hands and are paid at a daily rate, will be included in the muster roll; the voucher for other than the above, such as for subordinate supervision, &c., entertained under Code, para. 935, will be Form No. M 4 A."

Note 6.—After the word "paid" *in the 3rd line, insert* "the signature of the labourer being obtained in all cases when he can write." [Forms—No. 20 of 1886.]

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GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

STANDING ORDERS, 1886.

No. 21.

P.W.D. Book of Forms.

Insert the accompanying new form :—

P.W.D. Form No. M 14 A.—**Piece-worker's bill.**

[Forms—No. 21 of 1886.]

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No. 22.

P.W.D. Book of Forms.

Form No. M 8. Cancel Note 4.

[Forms—No. 22 of 1886.]

No. 23.

P.W.D. Book of Forms.

Form No. M 48. For Note 4, substitute :—

4. Part II is a list of the vouchers forwarded to the examiner for audit in support of the charges of the month. Vouchers in support of all expenditure, in so far as it consists of payments individually in excess of Rs. 5, with the single exception of payments on muster rolls, will be submitted to the examiner.

[Forms—No. 23 of 1886.]

No. 24

P.W.D. Book of Forms.

For present forms Nos. M 161 and M 163, (S.O., No. 140 of 1885), substitute the accompanying revised forms bearing the same numbers.

[Forms—No. 24 of 1886.]

P 13

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No. 3287

PUBLIC WORKS DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

20-4-1887

READ the following

From

The Examiner
P. W. accounts. } (Std. Nos. 1572 of 4-2-1887)

The actions of the Executive Engineer, Buckingham Canal division in sanctioning the employment of an engine driver and fitter as "Coolies" is unwarrantable, and the sanction of the Supdg. Engineer to their appointment as work establishment under para 935 P.W. Code, (5), should be applied for without delay.

2. The Government considers that the Rule

on the subject are sufficiently clear, and should not be susceptible of such misinterpretation - Continual modifications of the Code are undesirable and lead to confusion.

Ltr
15 Nov

Ltr
12.11.89

Answ
14.11.89

(14)

Sec. 21/11. 89
Ch. H. 13. XI. 89
Ltr

Lic. II Circle
Insp. V. W. D.