

- (1) பக்கங்களின் எண்ணிக்கை 10
 (2) புதுக்கித் திருப்பிய நாள் 3/90
 (3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம் 19/3

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

P.W.D துறை

32

அரசாணை எண். மு. கோப்புத் தாள் எண்.	3452	அச்சகம் பலவகை
நாள் :	5-12-1889	1889

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

5 Shats

ஆவண கா-1-18,006-15-6-87.

[Signature]

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

Read—the following paper :—

Proceedings of the Government of India, Public Works Department (Account
—General), dated Calcutta, 14th November 1889, Circular No. 29 Public
Works.

Stock-taking.

Read—the following extract from the report by the Committee on Public Works
Accounts :—

SUBJECT No. XXII.

Stock-taking.

409. The present forms indicate that stock should be taken at or about one date, of all articles in the division, including those of the tools and plant class. A column "As actually counted" is to be found in the half-yearly register, form No. 42 A.

410. *Period and method.*—This course is not always feasible, and the latitude allowed by the code (*vide* para. 94, chapter X, volume I), should be recognised on the forms. The Committee thinks that stock-taking should be made at any time during the year that may be convenient, provided that each article is counted or weighed once within each twelve months; and that the adjustment of discrepancies should be effected at once on their discovery. A discrepancy should be recorded as an issue or a receipt as soon as discovered; the administrative action to be taken being kept distinct from the question of account record. The value of such deficiencies (or excesses) could be kept in a suspense account until the proper authorities passed orders for their adjustment.

411. The Committee has suggested (in para. 181 under subject No. IV) that each Sub-divisional officer and store-keeper in charge of stock shall submit an annual balance return of articles in his custody. The Executive Engineer should verify this by the balances on his office balance return and see that stock has been taken within the year.

Resolution.—The views put forward in para. 410 are acquiesced in by the Government of India.

2. Stock must be taken of every article once in every year, but the process of stock-taking may be distributed over that period at the discretion of the Executive Engineer. Every discrepancy discovered should be recorded in the books and accounts immediately on discovery; if the value of the stores found to be deficient or in excess is not more than Rs. 500, the Executive Engineer has authority to adjust the item at once; if the value be more than Rs. 500, it should be placed in a suspense account (Miscellaneous Advances or Deposits) pending the receipt of orders passed on the report to the Superintending Engineer, which is to be made in accordance with chapter X, para. 108 of the Public Works Department Code.

3. This order applies to the Buildings and Roads and Irrigation Branches of the department.

Order.—Ordered, that the foregoing be communicated to Local Governments and Administrations and to the officers noted in the margin, for information and guidance.

For information and guidance.

The Governments of Madras, Bombay, Bengal, the North-Western Provinces and Oudh and the Punjab.
The Chief Commissioners of the Central Provinces, Burma, Assam and Coorg.
The Agents to the Governor-General, Central India, Rajputana and Baluchistan.
The Resident at Hyderabad.
The Accountant-General, Public Works Department.

For information only.

The Resident at Mysore.
The Director-General of Railways.
The Superintendent of Port Blair and Chief Commissioner, Andaman and Nicobar Islands.
The Director-General of Telegraphs.
The Consulting Engineers to the Government of India for Railways, Calcutta, Lucknow and Central Division.
The Comptroller-General.

Ordered also, that a copy be sent to the officers noted in the margin, for information.

(Signed) B. C. B. PEMBERTON, Colonel, R.E.,
Secy. to the Govt. of India.

To the Secretary to the Government of Madras,
Public Works Department.

ORDER—dated 5th December 1889, No. 3452 W., Public Works.

Government of India
Code.

Madras Code.

Communicated to officers of the Public Works Department, for information and guidance.

Chapter X, para. 94.

Chapter XIV, para. 1714.

Do. X, do. 108.

Chapter XIV, para. 1728.

2. The paragraphs of the Madras Public Works Code corresponding to the rules quoted in the Resolution are shown in the margin.

(True Extract.)

Captain, R.E.,
Under-Secy. to Govt., P.W.D.

To the Chief Engineer for Irrigation.
" Consulting Engineer for Railways.
" Chief Engineer, Periyár Project.
To Superintending Engineers.
To the Consulting Architect to Government.
" Examiner, Public Works Accounts.

Exd. P.L. Pereira.
Spare Copies

3452

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GENERAL.
ACCOUNT.

Gobt. of {1889} Madras.
PUBLIC WORKS.

Dated December, 5th.

Recd.

Encl.

G.O., 5th Dec. 1889, No. 3452 W.

DECEMBER.

Stock-taking

Resolution of the Government of India
regarding the process of —, communicated
to officers of the Public Works Department.

Circular No. 29 Public Works.

GOVERNMENT OF INDIA.

PUBLIC WORKS DEPARTMENT.

ACCOUNT.

General.

Calcutta, the 14th November 1889.

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the Department.

ORDER.—Ordered, that the foregoing be communicated to Local Govern-

For information and guidance.
The Governments of Madras, Bombay, Bengal, the North-Western Provinces
and Oudh and the Punjab.
The Chief Commissioners of the Central Provinces, Burma, Assam and Coorg.
The Agents to the Governor General, Central India, Rajputana and Baluchistan.
The Resident at Hyderabad.
The Accountant General, Public Works Department.

ments and Adminis-
trations and to the
officers noted in the
margin for informa-
tion and guidance.

For information only.
The Resident at Mysore.
The Director General of Railways.
The Superintendent of Port Blair and Chief Commissioner, Andaman and
Nicobar Islands.
The Director General of Telegraphs.
The Consulting Engineers to the Government of India for Railways, Calcutta,
Lucknow and Central Division.
The Comptroller General.

Ordered also, that
a copy be sent to
the officers noted
in the margin for in-
formation.

R. W. S. S. S. S.

Colonel, R.E.,

Secretary to the Govt. of India.

Government of India Central Printing Office.—No. 963 P. W. D.—21-11-89.—1,700.

The Secy to the Govt of Madras
has espous with follow

W. No. 11484 ✓

52/12

Recd 2-12-89

21/12

W. No. 11484 ✓

W. No. 11484 ✓

PUBLIC WORKS DEPARTMENT.

3452

PROCEEDINGS OF THE MADRAS GOVERNMENT.

5th December

Read the following

Circular from the Govt of India P.W.D. (46. M. 29. 14th November 1889)

Communicated to officers of the P.W. Department for information and guidance.

2. The paragraphs of the Madras P.W. Code corresponding to the rules quoted in the Resolution are shown in the margin.

Govt of India Code. Madras Code
Chapter I para 94. Chapter XIV para 17/14
Chapter I para 108. Chapter XIV para 17/28

W. No. 11484 ✓
3.12.89

Recd 3.12.89

- To
- The Chief Engrs. for alarm.
 - Comdg. Engrs. for P.W.
 - Chief Engrs. Peninsular Project
 - Supdy. Engineers
 - Comdg. Asstts. to Govt
 - Examiners P.W. Assts

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Govt of Madras.

PUBLIC WORKS.

Dated

Recd.

Encl.

G.O. S. No. 1887 No. 3452 W.

Stock-taking

Resolution of the
Govt of India regarding the
Museum of ———— Council
Officers of the
P.W. Dept.

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referred to
15/12