(1) பக்கங்களின் எண்ணிக்கை 32

(2) புதுக்கித் திருப்பிய நாள் June 90

(3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம்

தமிழ்நாடு ஆவணக் காப்பகம்.

(96)

தமிழ்நாடு அரசு

P.W.D. துறை

அரசாணை எண்.		
மு. கோப்புத் தாள் எண்.	3078	அச்சகம் பலவகை

நாள் : 31-10-1889 19

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

16
15 Sheets

ஆவண. கா-1—18,006—15-6-87.

3078

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

Read—the following:—

Circular from the Government of India, Public Works Department (Account—General), dated Simla, 3rd October 1889, No. 7 P.W.

Returns required from Executive Engineers by other authorities than the Examiner.

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

Subject No. XXV.

Returns required of Executive Engineers by others than the Examiner.

426. A list of the returns required of Executive Engineers in the different Provinces visited exclusive of returns to the Examiner, has been drawn up from the best information the Committee could obtain. It is given as appendix* A*a*. The Committee would invite special attention to this. It seems that in many cases particulars are called for that can be of very little, if any, use to any one; and, if so, the labor bestowed on the compilation of returns that are not required might be saved. The Committee recommends that the usefulness of each return, and the necessity for it, be scrutinised in the office to which it is sent, and that all returns which can be done without, be discontinued, and that all which are unnecessarily complex be simplified.

* Appended to this Circular.

427. *Plantation and Navigation Reports.*—Some officers of the Irrigation Branch have pointed out the very great labor which is now involved in the preparation of the annual reports on canal plantations and navigation operations, owing to their elaborateness. Buildings and Roads officers also complain of the number and extent of returns to the Forest Department.

* * * * * *

429. *Calls from other Departments.*—Calls from other departments for information which has to be got together by Executive Engineers should, when first made, be jealously scrutinised. As an instance of how extra work is thrown upon Executive Engineers by the demands of the officers of other departments, it may be mentioned that Executive Engineers are sometimes required to prepare abstracts of estimates in triplicate, when it is evident the object of the third copy is to save clerical labor in the office of the sanctioning authority.

430. *Administrative Progress Reports.*—The necessity for these returns in some shape is generally admitted; but in certain provinces they have been so elaborated as to become equivalent practically to the schedules of expenditure required of Executive Engineers under the present orders. The labor involved in their compilation and in copying them is in all cases considerable, and in some provinces it is a heavy burden.

431. If the suggestion which the Committee has made in paras. 314, 315 and 318 above, that works slips should be sent forward to the controlling officers, be adopted, Superintending Engineers will have complete and current information with regard to all important works under their control.

432. The Committee does not venture to make any recommendation as to the shape of these returns or the information which should be given in them, but thinks the authorities who require them might be invited to consider the point and to curtail or simplify them as may be possible.

* * * * * *

475. *Irrigation Branch.*—In the Irrigation Branch (Punjab) the Superintending Engineer requires—

(1) A monthly return of sanctions by Executive Engineer on requisition. (It takes one day to prepare this.)
(2) A monthly statement of appropriations and expenditure in detail by works. (It takes another day to compile this.)
(3) A monthly statement of additions to budget grants or transfers therefrom. (This takes half a day to compile.)

No. 1 appears necessary; but the object of requiring Nos. 2 and 3 is not apparent.

* * * * * *

Resolution.—The Government of India agrees with the Committee that the necessity for the miscellaneous returns required from Executive Engineers should be closely scrutinised. The attention of Local Governments and Administrations is accordingly invited to this matter, in view to such reductions as may be possible being carried out expeditiously, and a report thereof furnished to the Government of India. If upon investigation it be found that any particular return is still necessary, the further question whether it cannot be more advantageously prepared in the office of the Examiner or of the Superintending Engineer than in that of the Executive Engineers should be considered.

2. In the case of returns of which duplicates or triplicates are required, it should be borne in mind that copying can be done more cheaply at head-quarters than in outlying districts; and the Executive Engineer should not usually be required to submit more than one copy.

The Governments of Madras, Bombay, Bengal, the North-Western Provinces and Oudh and the Punjab.
The Chief Commissioners, Central Provinces, Burma, Assam and Coorg.
The Resident at Hyderabad.
The Resident at Mysore (for information).
The Agents to the Governor-General for Central India, Rajputana, and Baluchistan.
The Superintendent of Port Blair, and Chief Commissioner, Andaman and Nicobar Islands.
The Accountant-General, Public Works Department.
The Director-General of Railways.
The Consulting Engineers to the Government of India for Railways, Calcutta, Lucknow and Central Division.
The Director-General of Telegraphs, } for information.
The Comptroller-General,
The Accountant-General, Bengal.

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

(Signed) R. 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 31st October 1889, No. 3078 W., Public Works.

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

2. Of the Madras returns enumerated in the enclosure, the weekly statement at the head of the list has been discontinued. It does not appear practicable to discontinue any other of the returns which appertain to the General Branch. The question whether any reduction can be made in the number of returns submitted in the Irrigation Branch will be separately considered in that branch.

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3. Superintending Engineers will report whether any returns other than those named in the list are furnished by Executive Engineers to officers of other departments. If so, lists of such returns should be forwarded in view to the departments concerned being consulted as to the necessity for their continued submission.

(True Extract.)

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

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

Exd. J. Moses.
Spare Copies.

2

GENERAL.
ACCOUNT.

Govt. of {1889} Madras.

PUBLIC WORKS.

Dated October, 31*st.*

Read. *Encl.*

G.O., 31st Oct. 1889, No. 3078 W.

OCTOBER.

Returns

Circular from the Government of India desiring that the subject of — required from Executive Engineers by others than the Examiner may be scrutinised in view to such reductions as may be possible and a report submitted, communicated to officers of the department with remarks.

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Accompaniment to Proceedings, No. 307 *W., dated* 31*st October* 1889.

List of returns required to be submitted by Executive Engineers to other authorities than the Examiner.

Name of return.	To whom submitted.	Remarks.
MADRAS.		
WEEKLY.		
Dates of making over and receiving charge of an office, or of departure on or return from, leave of any kind.	Superintending Engineer.	
MONTHLY.		
River diagrams	Ditto.	
Progress reports	Ditto and President, Local Fund Board.	
Statement of receipts and issues on account of tank of Chembrambakam, Red Hills and Cholaveram ...	Chief Engineer, Irrigation.	
Return of sanctioned estimates	Superintending Engineer.	
Statement of transfers and leave	Ditto.	
Movement of Royal Engineers in the Public Wks Department.	Ditto.	
Variation statement showing changes in the return of 2nd-class Warrant Officers and their families requing passages to England	Ditto.	
QUARTERLY.		
Return of European non-commissioned officers and men of the Royal Engineers	Ditto.	
List of unanswered references	Ditto.	
Progress report of irrigation works	Collector.	
Distribution return of officers and subordinates ...	Superintending Engineer.	
HALF-YEARLY.		
Return of officers for vernacular examination	Ditto.	
Return of traffic on canals	Ditto.	
Return of machinery	Ditto.	
Promotion recommendation rolls	Ditto.	
YEARLY.		
Extract from the register of public buildings	Ditto.	
List of officers who will attain the age of 55 during the year	Ditto.	
Application for modification of allotments, irrigation ...	Ditto.	
Special report on the state of all temporary barack buildings	Chief Engineer, through Superintending Engineer.	
Indent for stationery	Superintending Engineer.	
Return of floating plant	Ditto.	
Imperial, Provincial and Irrigation budget estimates ...	Ditto.	
Estimate of probable requirements for irrigation works.	Ditto.	
Tracing of the cantonment plan showing all new buildings, &c., carried out, with list of all new buildings and roads	Quartermaster-General, through Officer Commanding.	
Estimate of country stationery	Superintending Engineer.	

3

List of returns required to be sulitted by Executive Engineers to other authorities tn the Examiner—*cont.*

Name of return.	To whom submitted.	Remarks.
YEARLY—*cont.*		
Annual statement of expenditure on s'es	Superintending Engineer.	
Estimate of the probable quantity an value of stores required from England	Ditto.	
Estimate of stationery (Europe)	Ditto.	
Administration Report, Irrigation, vh register of anicuts and flood embankments	Ditto.	
Do. with appendices, General Broh	Ditto.	
Abstract rainfall register	Chief Engineer, Irrigation.	
River charts	Superintending Engineer.	
Demand for temporary establishment	Ditto	
Statement of demands for incomplete mor works ...	Ditto.	
Report of ancient architectural remains	Ditto.	
Statement of lands acquired by public swants ...	Ditto.	
Return of public military buildings	Ditto.	
Statement showing the date of completio earnings, &c., of departmental inspection boats	Ditto.	
Statement showing earnings and exmses of delta steamers	Ditto.	
Report of the working of navigation rul	Ditto.	
River diagrams	Ditto.	
OCCASIONAL.		
Rise and fall in prices, for modification of schedule of rates	Superintending Engineer.	

Enclosure to Public Works Department Circular No. 7 of 1889.

List of returns required to be submitted by executive engineers to other authorities than the examiner.

NAME OF RETURN.	To whom submitted.	Remarks.
PUNJAB.		
WEEKLY.		
Return of the working of Inundation Canals... ..	Chief and Superintending Engineers.	
Weather report of perennial canals	Ditto.	
MONTHLY.		
Return of sanctions	Superintending Engineer.	
„ of changes in upper subordinate establishment ...	Ditto.	
List of unanswered references	Ditto.	
Gauge register of levels of rivers	Ditto.	
Statement of cases decided by Canal Magistrate ...	Ditto.	
Progress report in narrative form	Ditto.	
Statement of expenditure against budget grants ...	Ditto.	
„ of gauge readings of rivers	Chief and Superintending Engineers.	
„ of rainfall	Superintending Engineer.	
„ of depth of water in wells	Ditto.	
„ of irrigation operations	Ditto.	
„ of traffic, Sirhind and Western Jumna Canals ...	Ditto.	
Consolidated receipts for fees paid, lamberdars ...	Deputy Commissioner.	
QUARTERLY.		
Progress report	Superintending Engineer.	
Report on apprentice overseers	Superintending Engineer and Rurki College.	
HALF-YEARLY.		
Distribution return of lower subordinates	Ditto.	
Promotion rolls of engineer, upper subordinate and clerical establishments	Ditto.	

List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
PUNJAB—*contd.*		
Half-yearly—*contd.*		
Classified list and distribution return of engineer, upper subordinate and accounts establishment	Superintending Engineer.	
Names of officers intending to proceed on furlough or long leave	Ditto.	
List of engineers desirous of undergoing examination ...	Ditto.	
Statement of sub-divisions	Ditto.	
„ of boat bridges	Ditto.	
Recommendation rolls	Ditto.	
Application for temporary establishment	Ditto.	
Irrigation operation statement, perennial canals, for kharif	Ditto.	
Traffic statement, perennial canals	Ditto.	
Report on officers wishing to appear at the departmental examination	Ditto.	
Revenue returns Nos. IVA and V	Ditto.	
Statement of the depth of water in wells	Ditto.	
Yearly.		
Return of non-commissioned officers and soldiers recommended for promotion to warrant grade	Ditto.	
Return showing where and how students of Cooper's Hill Engineers who come out for training have been engaged during the period of training	Ditto.	
Return of military buildings	Government of India through Superintending Engineers.	
Extract from return of public buildings	Ditto.	
Annual progress or administration report	Superintending Engineer.	
Preliminary schedule of demands (Imperial)	Ditto.	
Preliminary budget estimates of Imperial, Provincial and District funds	Ditto.	
Final issue of Imperial, Provincial and District funds ...	Ditto.	
Standing barrack committee report	Ditto.	
Statement of establishment as it stood on 1st April ...	Ditto.	
Estimate and return of expenditure of English stores ...	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
PUNJAB—*contd.*		
Yearly—contd.		
Statement of Major works in progress on 31st March for the completion of which funds will be required ...	Superintending Engineer.	
Annual estimate of requirements for mathematical instruments	Ditto.	
List of several public works which have been constructed, under construction or sanctioned during the year	Ditto.	
List of sanitary works carried out or were in course of construction during the year	Ditto.	
Annual report on sub-overseers for promotion to upper subordinate establishment	Ditto.	
Progress statement of avenues	Forest Department.	
Ditto groves		
Statement of income		
Progress statement of nurseries		
Statement of expenditure		
List of buildings occupied by post offices as it stood at close of financial year as well as their approximate value and rents	Postal Department.	
List of churches	Superintending Engineer.	
Forecast estimate of stores required from England (in triplicate)		
Indent for stationery	Ditto.	
Statement showing limit of reserve stock	Ditto.	
„ showing additions and alterations to list of buildings	Ditto.	
„ of irrigation operations for kharif, inundation canals	Ditto.	
„ of irrigation operations for rabi, ditto ...	Ditto.	
„ of traffic for kharif months	Ditto.	
„ showing mileage of channels in use ...	Ditto.	
„ showing in detail, by sub-divisions and districts, the actual cost of canal guards during the year	Ditto.	
Statement of the count of trees	Ditto.	
Revenue return form No. VIII for rabi	Ditto.	

List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
PUNJAB—*concld.*		
YEARLY—concld.		
Arboriculture report	Forest Department.	
Comparative statement of irrigation and rainfall of perennial canals	Superintending Engineer.	
Comparative statement of inundation canals	Ditto.	
Statement showing the estimate value of crops grown on canal irrigated lands	Ditto.	
Revenue report	Ditto.	
Revenue return form No. VIII for kharif	Ditto.	
Progress report of productive public works with comparative statements	Ditto.	
Statement showing limit of charges for country stationery.	Ditto.	
Statement of officers who intend applying for leave during the hot months	Ditto.	
Statement of surplus stores available for transfer or sale ...	Ditto.	
Statement of 2nd class warrant officers entitled to passage to England	Ditto.	
Statement showing surveying and mathematical instruments available for transfer and others required ...	Ditto.	
Estimate of stores required from England	Ditto.	
Estimate of canal barkandaz guards	Ditto.	
Six months' estimates	Ditto.	
Revised and budget estimates	Ditto.	
Report of progress made in preparing revenue report ...	Ditto.	
Report on canal officers wishing to appear at the examination for magisterial powers	Ditto.	
Report on results of manufacturing operations ...	Ditto.	
Roll of sergeants recommended for warrant grade ...	Ditto.	
OCCASIONAL.		
Report on engineers who have served two years in the department	Ditto.	
Return of deaths of European uncovenanted servants ...	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
NORTH-WESTERN PROVINCES AND OUDH.		
MONTHLY.		
List of sanctions	Superintending Engineer.	
Progress reports	Ditto.	
Return of European stores purchased in India ...	Ditto.	
„ of water-rate realised ... Form VIR.	Commissioner.	
„ of demands and remissions of water-rates, „ VIIR.	Ditto.	
Return of cases tried under Act VIII of 1873, „ XIXR.	Superintending Engineer.	
Statement of payments made on account of compensation for lands	Ditto.	
„ of cash outlay	Ditto.	
„ of irrigation effected, Form XVIIR.	Ditto.	
Register of works	Ditto.	
QUARTERLY.		
Progress report of capital productive public works ...	Ditto.	
HALF-YEARLY.		
Roll of warrant and non-commissioned officers ...	Ditto.	
Return of births, marriages, and deaths, do. do. ...	Ditto.	
Application for appropriation of funds	Ditto.	
Promotion roll of engineer and upper and lower subordinate establishments ...	Ditto.	
Do. of deputy magistrates and zilladars ...	Ditto.	
Return of sanctions, &c., to temporary establishments ...	Ditto.	
Register of measurements and assessments of revenue ... ... Form IR.	Collector.	
„ of demands for water-rates and patwari's fees ... ... Form IIR.	Ditto.	
Return of area of irrigation water-rates to be collected ... .. Form IIIR.	Superintending Engineer.	
„ of revenues from all sources ... „ IVR.	Ditto.	
„ of revenue from miscellaneous sources, „ VR.	Ditto.	
„ of areas of crops irrigated ... „ XXIR.	Supg. & Chief Engineers.	
„ of dates of transmission of jamabandis, „ XXIIR.	Superintending Engineer.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
NORTH-WESTERN PROVINCES AND OUDH—*contd.*		
YEARLY.		
Narrative progress report	Superintending Engineer.	
Return of military buildings	Ditto.	
Report on lightning conductors	Ditto.	
„ of lapses of budget grants...	Ditto.	
Report of roads constructed, under construction, &c. ...	Survey Department.	
Indent for stores from England	Superintending Engineer.	
„ for stationery	Ditto.	
Abstract estimate of London supplies	Ditto.	
Budget estimate of Public Works...	Ditto.	
Progress report, Public Works	Ditto.	
„ plantations	Ditto.	
Revenue report	Ditto.	
Report on examination of service records	Chief Engineer.	
„ on office libraries	Superintending Engineer.	
Return of gauges and discharges of rivers	Ditto.	
„ showing quantity of portland cement required ...	Ditto.	
„ of complaints against measurements, Form XXR.	Ditto.	
„ of 2nd class warrant officers requiring passages to England	Government.	
Statements of receipts and issues of stores	Superintending Engineer.	
„ of water entering and leaving the division ...	Ditto.	
„ of irrigation from distributaries	Ditto.	
Register of maps and plans	Ditto.	
Diagrams of canal gauges for previous financial year ...	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
NORTH-WESTERN PROVINCES AND OUDH—*concld.*		
YEARLY—concld.		
Returns required of District Engineers only.		
List of works administratively sanctioned	Chairman, District Board.	
„ of works available for famine relief	Ditto.	
„ of works of Public utility constructed during year ...	Ditto.	
Local incorporated funds budget	Ditto.	
Returns for districts boards' annual report	Ditto.	
BOMBAY.		
WEEKLY.		
Rain gauge reports	Chief Engineer.	
Sanitary report	Station Staff Officer.	
MONTHLY.		
Progress report of Military works	Quarter Master General, Station Staff Officer and Chief Engineer.	
List of all new works and special repairs, including additions and alterations, sanctioned for execution. ...	Chief Engineer.	
Statement of employment of upper and lower subordinates	Ditto.	
Report of contracts exceeding Rs. 500 each, entered into by executive engineer	Ditto.	
List of officers who occupied public buildings during the month	Presidency Pay Master, Treasury Officer and Chief Commissariat Officer.	
Distribution of funds on taluka treasury	Treasury Officer.	
Irrigation operation statement	Chief Engineer.	
Irrigation registers of discharges of canals ...	Ditto.	
QUARTERLY.		
Nominal roll of men on the unattached list	OfficerCommanding Sappers and Miners.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
BOMBAY—*contd.*		
Quarterly—contd.		
Return of unanswered references from Chief Engineer ...	Chief Engineer.	
Return of centerings, stock, and tools and plant available for transfer.	Ditto.	
Return of savings and excess on works and repairs ...	Ditto.	
Distribution list of officers	Deputy Collector.	
Half-yearly.		
Statement of temporary establishment	Chief Engineer.	
Irrigation canal returns Nos. III and IV	Collector.	
Ditto ditto No. V	Chief Engineer.	
Indent for mathematical instruments	Superintendent of Stationery.	
Report on the condition of drawbridges, defensible gates and barriers in forts	Chief Engineer and Commanding Officer.	
Report on the qualifications of civil and military subordinates	Chief Engineer.	
Return of members of temporary establishment qualified for admission into the department as sub-overseers ...	Ditto.	
Return of sub-divisional allowance	Ditto.	
„ of births, marriages and deaths of British soldiers serving in the Public Works Department ...	Secretary to Government, Public Works Department.	
Return of petty establishment employed on works ...	Chief Engineer.	
Yearly.		
Return of works in progress on 1st March for which no provision in budget has been made for ensuing year ...	Ditto.	
Estimate of tools and plant required for ensuing year ...	Ditto.	
„ of stores likely to be required from England ...	Ditto.	
„ of annual repairs to public buildings ...	Ditto.	
„ of requirements for military works ...	Ditto.	
Budget estimate of the division	Ditto.	
Indent for books and printed forms	Superintendent, Government Press.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
BOMBAY—*contd.*		
Yearly—contd.		
Administration report	Chief Engineer.	
Return of military and other buildings erected or maintained from funds in the Public Works budget, the cost of which is not less than Rs. 1,000 each	Ditto.	
Return showing 2nd class warrant officers who require passages to England	Quarter Master General.	
Indent for stationery	Superintendent of Stationery.	
Return of the number and description of new barracks and hospitals occupied by British troops during the year and those destroyed or disused on sanitary grounds ...	District Staff Officer.	
Indent on India Office for stores chargeable to Provincial	Chief Engineer.	
Indent for books, periodicals and newspapers from England	Ditto.	
Statement showing the services of each subordinate in several districts	Ditto.	
Report of all rollers and heaps of metal or moorum having been removed off the roads	Ditto.	
Application for temporary establishment (Irrigation) ...	Ditto.	
Return of landholding and commercial speculation (Irrigation)	Ditto.	
Canal return No. VI (Irrigation).	Ditto.	
Annual return of Poona water-supply (Irrigation) ...	Ditto.	
Statement of saving to Government by introduction of canal water into Poona cantonment (Irrigation) ...	Ditto.	
Statement of European stores purchased during the year ...	Ditto.	
Revenue Reports (Irrigation)	Ditto.	
Copies of rain returns	Meteorological Department.	
BENGAL.		
Daily.		
Gauge readings	Government.	

List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
BENGAL—*contd.*		
Weekly.		
Irrigation notes	Superintending Engineer.	
Monthly.		
Progress report of works	Superintending and Chief Engineers.	
Register of works and repairs sanctioned	Superintending Engineer.	
Statements of Irrigation operations	Ditto.	
Ditto of traffic on canals classed as "Major Works"	Ditto.	
Ditto of ditto ditto "Minor Works"	Ditto.	
Ditto showing working of vessels	Ditto.	
Quarterly.		
Statement showing alterations in classified list ...	Ditto.	
Nominal list of executive and assistant engineers in excess of requirements	Ditto.	
Report on the state of boilers and dredgers ...	Ditto.	
Half-yearly.		
Character rolls	Ditto.	
Report on assistant engineers desirous of undergoing examination.	Ditto.	
Estimate of probable requirements for tools and plant ...	Ditto.	
Return of changes in vessels other than row-boats ...	Ditto.	
Report of survey of steam-launches and dredgers ...	Ditto.	
Statements of irrigation and traffic	Ditto.	
Yearly.		
Schedule of demands for Imperial Works	Ditto.	
Ditto Ditto Civil Works	Ditto.	
Budget statements of Provincial Civil Works ...	Ditto.	
Ditto of Imperial Military Works ...	Ditto.	
Ditto of ditto Civil Works	Ditto.	
Ditto of Local Funds	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
BENGAL—*contd.*		
Yearly—contd.		
Budget statements of receipts and maintenance of staging bungalows	Superintending Engineer.	
Return of surplus stores	Ditto.	
„ of funds required to complete works on 1st April...	Ditto.	
„ of stores likely to be indented for from England ...	Ditto.	
„ of all stores procured either from England or locally	Ditto.	
„ of buildings added to or struck off the list of Public Works buildings during the year ...	Ditto.	
„ of churches ditto	Ditto.	
List of corrections made in schedule of rates	Ditto.	
Register of barrack accommodation	Ditto.	
Schedule of lands taken up for Military Department ...	Civil Officer, Assistant Quarter Master General and Deputy Quarter Master General.	
Report on architectural remains visited	Superintending Engineer.	
„ on lightning conductors	Ditto.	
„ on quantity of gunpowder required for use ...	Ditto.	
Regular or revised budget estimates and budget estimates of the year	Ditto.	
Roll of non-commissioned officers recommended for promotion	Ditto.	
Statement of temporary establishment required ...	Ditto.	
State of service books	Ditto.	
Requirements of mathematical instruments	Ditto.	
History of service	Ditto.	
Progress report in narrative form	Ditto.	
Requirements of elephant carriage	Ditto.	
Indent for stationery	Ditto.	
„ for correspondence forms...	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
BENGAL—*concld.*		
Yearly—concld.		
List of new roads, canals or railways	Survey Department.	
Report on Cooper's Hill officers under practical training ...	Superintending Engineer.	
„ after year's probationary service of Indian Civil Engineering College students	Ditto.	
Promotion recommendation roll	Ditto.	
Return of passages to England required by warrant officers	Ditto.	
Return of domestic occurrences amongst warrant and non-commissioned officers and soldiers serving in Public Works Department	Ditto.	
Schedule of preliminary demands for Imperial grants for Irrigation Works	Ditto.	
Progress report of capital expenditure on Major Irrigation Works	Ditto.	
Report of expenditure on embankments	To Collector, through Supg. Engineer.	
Statement showing state of distributaries	Superintending Engineer.	
Progress and administration reports	Ditto.	
Statement showing the area actually irrigated ...	Ditto.	
Revenue report of irrigation works	Ditto.	
Rough budget estimates	Ditto.	
Indent for irrigation forms	Ditto.	
Statements of trees planted on canal banks	Ditto.	
Preliminary rough tuccavi estimates	Ditto.	
Detailed ditto „	Ditto.	
Return showing number of Mahomedans employed ...	Educational Department.	
Occasional.		
Death return of civil engineers and European uncovenanted officers	Superintending Engineer.	
Report on each engineer admitted subsequent to 1st October 1878	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
MADRAS.		
Weekly.		
Dates of making over and receiving charge of an office, or of departure on or return from, leave of any kind ...	Superintending Engineer.	
Monthly.		
River diagrams	Ditto.	
Progress reports	Ditto and President, Local Fund Board.	
Statement of receipts and issues on account of tanks of Chembrambakam, Red hills and Cholaveram ...	Chief Engineer, Irrigation.	
Return of sanctioned estimates	Superintending Engineer.	
Statement of transfers and leave	Ditto.	
Movement of royal engineers in the P. W. Dept. ...	Ditto.	
Variation statement showing changes in the return of 2nd class warrant officers and their families requiring passages to England	Ditto.	
Quarterly.		
Return of European non-commissioned officers and men of the royal engineers	Ditto.	
List of unanswered references	Ditto.	
Progress report of irrigation works	Collector.	
Distribution return of officers and subordinates ...	Superintending Engineer.	
Half-yearly.		
Return of officers for vernacular examination ...	Ditto.	
„ of traffic on canals	Ditto.	
„ of machinery	Ditto.	
Promotion recommendation rolls...	Ditto.	
Yearly.		
Extract from the register of public buildings ...	Ditto.	
List of officers who will attain the age of 55 during the year	Ditto.	
Application for modification of allotments, irrigation ...	Ditto.	

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List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
MADRAS—*contd.*		
YEARLY—contd.		
Special report on the state of all temporary barrack buildings	Chief Engineer through Superintending Engineer.	
Indent for stationery	Superintending Engineer.	
Return of floating plant	Ditto.	
Imperial, provincial and irrigation budget estimates ...	Ditto.	
Estimate of probable requirements for irrigation works ...	Ditto.	
Tracing of the cantonment plan showing all new buildings, &c., carried out, with list of all new buildings and roads	Quarter Master General, through Officer Commanding.	
Estimate of country stationery	Superintending Engineer.	
Annual statement of expenditure on stores	Ditto.	
Estimate of the probable quantity and value of stores required from England	Ditto.	
„ of stationery (Europe)	Ditto.	
Administration Report, irrigation, with register of anicuts and flood embankments	Ditto.	
Do. with appendices, general branch	Ditto.	
Abstract rainfall register	Chief Eng., Irrign.	
River charts	Superintending Engineer.	
Demand for temporary establishment	Ditto.	
Statement of demands for incomplete major works ...	Ditto.	
Report of ancient architectural remains	Ditto.	
Statement of lands acquired by public servants ...	Ditto.	
Return of public military buildings	Ditto.	
Statement showing the date of completion, earnings, &c., of departmental inspection boats ...	Ditto.	
„ showing earnings and expenses of delta steamers	Ditto.	
Report of the working of navigation rules	Ditto.	
River diagrams	Ditto.	

List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
MADRAS—*concld.*		
OCCASIONAL.		
Rise and fall in prices, for modification of schedule of rates	Superintending Engineer.	
MILITARY WORKS DEPARTMENT.		
WEEKLY.		
Report of the strength of departmental officers and subordinates	Station Medical Officer.	
Sanitary report	Cantonment Magistrate.	
MONTHLY.		
Report of contracts made	Superintending Engineer.	
List of unanswered references	Ditto	
„ of sanctions by local authorities	Ditto.	
„ of gas consumed by troops	Ditto.	
„ of gas consumed by private persons	Ditto.	
QUARTERLY.		
Progress report of major works	Inspector General.	
Ditto of works and repairs	Superintending Engineer.	
Ditto of barrack department	Ditto.	
HALF-YEARLY.		
Movements of engineers, upper subordinates and barrack department	Ditto.	
Register of births, deaths and marriages of soldiers on unattached list	Ditto.	
Recommendation roll of engineer and upper subordinates...	Ditto.	
Ditto of barrack sergeants	Ditto.	
Ditto of barrack masters	Ditto.	
Ditto of sub-overseers	Ditto.	
Ditto of clerks and draftsmen ...	Ditto.	
Return of buildings completed of which drawings exist ...	Ditto.	
„ of domestic occurrences of R. E. officers ...	Ditto.	
Report on inspection of drawbridges and defensible barriers	Superintending Engineer and Brigade Major.	
Return of sale of packing cases	Superintendent of Stationery.	

List of returns required to be submitted by executive engineers to other authorities than the examiner—contd.

Name of return.	To whom submitted.	Remarks.
MILITARY WORKS DEPARTMENT—*contd.*		
HALF-YEARLY—contd.		
Return of changes in surplus stock	Superintending Engineer.	
„ of men, women and children of various denominations	Brigade Major.	
YEARLY.		
Preliminary schedule of demands	Superintending Engineer.	
Budget estimate for barrack and hospital furniture ...	Ditto.	
Ditto of Military Works	Ditto.	
Estimate of requirements of ordnance stores	Ditto.	
Application for medal and gratuity for long service and good conduct of military subordinates	Ditto.	
Narrative progress report	Ditto.	
Indent for stationery	Ditto.	
„ for London stores	Ditto.	
Estimate for repairs of barrack and hospital furniture ...	Ditto.	
Return of public buildings for each station	Superintending Engineer and Deputy Assistant Quarter Master General.	
„ of barracks ditto	Ditto.	
„ of arms and accoutrements in use with non-commissioned staff	Examiner, Ordnance accounts.	
Standing Barrack Committee report on building requirements	Superintending Engineer.	
Statement of sums required for works in progress on 1st April	Ditto.	
Statement of warrant officers requiring passages to England	Ditto.	
„ of non-commissioned officers	Ditto.	
Report on temporary buildings	Ditto.	
Return of Barrack Sergeants recommended for warrant grade	Ditto.	

List of returns required to be submitted by executive engineers to other authorities than the examiner—concld.

3078

Name of return.	To whom submitted.	Remarks.
MILITARY WORKS DEPARTMENT—*concld.*		
YEARLY—concld.		
Return of Public Works Department Sergeants recommended for warrant grade	Superintending Engineer.	
Return of mathematical instruments required ...	Ditto.	
„ of lower subordinates recommended for promotion	Ditto.	
„ of land required for military purposes ...	Ditto and Quarter Master General.	
Report on the condition of forts	Superintending Engineer.	
„ on divisional stock rates when in excess of market rates	Ditto.	
„ of changes and casualties to R. E. soldiers ...	Ditto.	
Revision of scale of furniture for each station ..	...	
Indent for paints for cook-house receptacles ...	Ordnance Department.	
Confidential report on R. E. officers	Superintending Engineer.	

Circular No. 7 P.W.

GOVERNMENT OF INDIA.

PUBLIC WORKS DEPARTMENT.

ACCOUNT.

General.

Simla, the 3rd October, 1889.

Returns required from Executive Engineers by other authorities than the Examiner.

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

Subject No. XXV.

Returns required of executive engineers by others than the examiner.

426. A list of the returns required of executive engineers in the different provinces visited exclusive of returns to the examiner, has been drawn up from the best information the Committee could obtain. It is given as appendix* Aa. The Committee would invite special attention to this. It seems that in many cases particulars are called for that can be of very little, if any, use to any one; and, if so, the labor bestowed on the compilation of returns that are not required might be saved. The Committee recommends that the usefulness of each return, and the necessity for it, be scrutinised in the office to which it is sent, and that all returns which can be done without, be discontinued, and that all which are unnecessarily complex be simplified.

* Appended to this Circular.

427. *Plantation and navigation reports.*—Some officers of the Irrigation Branch have pointed out the very great labor which is now involved in the preparation of the annual reports on canal plantations and navigation operations, owing to their elaborateness. Buildings and Roads officers also complain of the number and extent of returns to the Forest Department.

* * * * * *

429. *Calls from other departments.*—Calls from other departments for information which has to be got together by executive engineers should, when first made, be jealously scrutinised. As an instance of how extra work is thrown upon executive engineers by the demands of the officers of other departments, it may be mentioned that executive engineers are sometimes required to prepare abstracts of estimates in triplicate, when it is evident the object of the third copy is to save clerical labor in the office of the sanctioning authority.

430. *Administrative progress reports.*—The necessity for these returns in some shape is generally admitted; but in certain provinces they have been so elaborated as to become equivalent practically to the schedules of expenditure required of executive engineers under the present orders. The labor involved in their compilation and in copying them is in all cases considerable, and in some provinces it is a heavy burden.

431. If the suggestion which the Committee has made in paras. 314,315 and 318 above, that works slips should be sent forward to the controlling officers, be adopted, superintending engineers will have complete and current information with regard to all important works under their control.

432. The Committee does not venture to make any recommendation as to the shape of these returns or the information which should be given in them, but thinks the authorities who require them might be invited to consider the point and to curtail or simplify them as may be possible.

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475. *Irrigation Branch.*—In the Irrigation Branch (Punjab) the superintending engineer requires—

(1) A monthly return of sanctions by executive engineer on requisition. (It takes one day to prepare this.)

(2) A monthly statement of appropriations and expenditure in detail by works. (It takes another day to compile this.)

(3) A monthly statement of additions to budget grants or transfers therefrom. (This takes half a day to compile.)

No. 1 appears necessary; but the object of requiring Nos. 2 and 3 is not apparent.

* * * * * * * *

RESOLUTION.—The Government of India agrees with the Committee that the necessity for the miscellaneous returns required from executive engineers should be closely scrutinized. The attention of Local Governments and Administrations is accordingly invited to this matter, in view to such reductions as may be possible being carried out expeditiously, and a report thereof furnished to the Government of India. If upon investigation it be found that any particular return is still necessary, the further question whether it cannot be more advantageously prepared in the office of the examiner or of the superintending engineer than in that of the executive engineers, should be considered.

2. In the case of returns of which duplicates or triplicates are required, it should be borne in mind that copying can be done more cheaply at headquarters than in outlying districts; and the executive engineer should not usually be required to submit more than one copy.

The Governments of Madras, Bombay, Bengal, the North-Western Provinces and Oudh, and the Punjab.
The Chief Commissioners, Central Provinces, Burma, Assam, and Coorg.
The Resident at Hyderabad.
The Resident at Mysore (for information).
The Agents to the Governor General for Central India, Rajputana, and Biluchistan.
The Superintendent of Port Blair, and Chief Commissioner, Andaman and Nicobar Islands.
The Accountant General, Public Works Department.
The Director General of Railways.
The Consulting Engineers to the Government of India for Railways, Calcutta, Lucknow, and Central Division.
The Director General of Telegraphs, } for information.
The Comptroller General, }
The Accountant General, Bengal.

ORDER.—Ordered, that the foregoing be forwarded to the Local Governments and Administrations and the Officers noted in the margin, for information and guidance.

R. H. Dumbleton
Colonel, R.E.,
Secy. to the Govt. of India.

Documents accompanying.

List of returns to be submitted by executive engineers to other authorities than the examiner.

G. C. Press, Simla.—No. 539 P. W. D., A. G.—7-10-80.—1,700.

To The Secy: to the Govt: of Madras

A/

No. 3078 W

PUBLIC WORKS DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

October 31, 1889

READ the following

From the Govt of India P.W.D. U.O. No. 7 W. dt 5 Oct. 1889.

3078

Communicated to Officers of the P. W. Dept. for information & guidance.

2. Of the Madras returns enumerated in the enclosure, the weekly statement at the head of the list has been discontinued. It does not appear practicable to discontinue any other of the returns which appertain to the general Branch. The question whether any reduction can be made in the number of returns submitted in the Irrigation Branch will be separately considered in that Branch.

3. Supdg. Engineers will report whether any returns other than those named in the list are furnished by

by Executive Engineers to Officers of other departments. If so, lists of such returns should be forwarded in view to the departments concerned being consulted as to the necessity for their continued submission.

W.M
W. 10. 89

Actg
29. 10. 89

F. 28/10/89

Ch. Engr. for I.
Ch. Engr. & Purchasing Officer
Supdg. Engrs
C.A. to the Govt
Engr. Mr. Accts
Rev. Accts

Ch Hlo 29.x.89

H.L

H.L
30 Oct

H. P. C

3078

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P. W. DEPARTMENT

Current No. 1257

From The Govt of India P.W.D.

Encloss.—

Cir. No. 7. P.W.

Dated 3.10.84

Received

Subject.

Regarding the returns required from Exc. Engineers by other authorities than the Examiner

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Disposal.

No. Dated

3078

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Govt. of 18 | Madras

PUBLIC WORKS.

Dated

Read Entd.

G.O. 31 Oct 1889 No. 3075

Returns

Call from the Presidency Municipality the Subject of desiring that — may be freed from Eye Sights by others than the Examiners may be scrutinized in view to make reductions as may be possible & a report submitted, and to Officers of the Dept with remarks.

15

Cul 10

31/10