(1) பக்கங்களின் எண்ணிக்கை 414

(2) புதுக்கித் திருப்பிய நாள் 28-11-1989

(3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம்

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

பொதுபயனைத் துறை

அரசாணை எண். 1145W

மு. கோப்புத் தாள் எண்.

அச்சகம்
பல்வகை

நாள் : 18-11-1890

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

ஆவண கா-1—18,006—15-6-87.

(F. No. 93.)

Division Negapatam Summary of Inspection Notes dated 19th December 1909.

1145

Item No.	Para. of Inspection Notes	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
1	4	Irregular payment as a rule of salaries prior to despatch of bill to Examiner for audit and payment of first charges of pay and allowances after transfer to Division prior to audit in two cases.	473 (2) 473 (7)	These breaches of the code rules should be explained by the Executive Engineer who should be required to report what measures he has taken to secure their observance in future.
2	6	Incorrect despatch of both originals and copies of contract certificates to the Executive Engineer's Office	1010 Standing Orders 360 & 30th Aug 1858	The Executive Engineer should explain why the code rule is not observed.
3	7	Imprest with Head Clerk, excessive.		The Executive Engineer should use his discretion as to reduction of the imprest, bearing in mind that the expenditure cannot be recouped until after audit of the Travelling Allowances advanced to Lascars; otherwise the whole object of the imprest would be defeated. Probably it will be best to leave this imprest alone.
4	8	Delay in payment of daily labourers.	Form No 4 Note.	Seems to be an isolated case.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
5	9	Failure to ~~mark~~ mark copies of bills as such across every page	1818 Standing Order 592 dated 11 January 1879	The Executive Engineer should take steps to secure the observance of the rules and report accordingly.
6	10	Failure to cancel vouchers for contingent charges	827 Standing Order 607 of 2 February 1859 Extract at foot of Form M 155.	The vouchers for contingent charges prior to October 1909 should be defaced and the Executive Engineer should report accordingly.
7	13	Failure to produce 3 vouchers at the inspection owing to their having been mislaid		The Executive Engineer should report whether the vouchers have since been found.
8	16	Irregular payment of Cavalgars on Nominal and Muster Roll forms	Form M 2 note 1 and Form M 4A Note	The wages of men who do not work with their own hands and are not paid at a monthly rate should not be included in Nominal Muster Rolls. All payments to ~~them~~ should be vouched for in Form M 4A and the Executive Engineer should see that this is attended to in future.
9	18	Failure to enter contributive works in the Register of works	1865 1866	The outlay on all works estimated to cost over Rs 200 ~~unsupported~~ verified if the funds from which they are carried out should be recorded

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
				in the Register of works. The Executive Engineer should now have the outlay on the works referred to posted in the work register and report accordingly.
10	17,20,22 22,24 25,31	Omissions and discrepancies in the Register of works.		The omissions and discrepancies should be rectified and the Executive Engineer should report when this has been done.
11	20,22	Failure to prepare work abstract in 2 cases	1760 1760	The failure to prepare work abstracts in these cases should be explained.
12	23.	Irregular debit of the cost of erecting a shed to contingencies of a work	936	The charge should have been debited as a separate item to be met from the provision in Estimate for contingencies.
13	26.	Delay in adjusting arrears due to certain cavalgars	1750 Standing Order 430 of 25 July 1888	If the arrears are unclaimed they should be credited to Revenue
14	26,27 28,29 30.	Omissions and discrepancies in work abstract		The omission and discrepancies should be rectified and the Executive Engineer should report accordingly.
15	32.	Failure to use Form M 152 A for preferring claims of members of the Lower Subordinate, Offic	531 Standing Order 397 of 17 July 1868 Form 152 A.	The Executive Engineer should explain why the Code rule is not attended to and he should take steps to have the claims preferred in the prescribed form with all the

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
		and Petty Establishments for which purpose odd bits of papers are used giving no information regarding Head Quarters hours of arrival and departure.		information required filled in and report accordingly. X
16	32	Journals of Lower subordinates in tamil in some cases and not approved of by the controlling officer.		It is thought that the statement of claims, in whatever form should be drawn up in English (by one of the clerks), and it should certainly bear some indications of approval by the controlling officer.
17	33	Accounts and returns not bound in accordance with Examiner's circular No. 35 of 1889.		The circular quoted was issued with the concurrence of the Chief Engineer & the Department. The Executive Engineer should it is thought explain why it is not attended to.
18	34	Service books irregularly attested by Sub Divisional Officer and others instead of by the Executive Engineer in ~~general~~ several cases	864 Standing Order 173 of 31 Augt 1885	The Executive Engineer should himself attest (and reattest) entries in service books of all members of the divisional establishment, whether employed directly under himself or not.
19	35	Error in the amount of the salary of a lascar as recorded in his service book.		The service book should be corrected and the Executive Engineer should report accordingly.
20	36	Failure to note date of return from leave in the service book of a lascar.	864	The service book should be completed and the Executive Engineer should report accordingly.
21	37	Non receipt of service books of two subordinates from the Divisions whence they were transferred.	864 Note 2.	The service books should be called for and the Executive Engineer should report when they have been received.
22	38	Irregular entry of Sub Divisional Allowance in a service book.		Sub Divisional allowance should not find a place in a service book. Such allowance do not affect pensions.
23	39	Failure to account for three stamped agreement forms valued at Re 1/8.		The value of the missing agreement forms should either be recovered from the persons responsible for their custody or else written off under ~~Competent~~ Competent authority.
24	40	Failure to produce a Savings Bank Pass book owing to its retention in Post office for want of information regarding deposits to father's name and residence.	Examiner's Circular 33 and 44.	The procedure indicated in the Examiner's Circular should receive attention and deposits lodged in the Savings Bank in the name of the Executive Engineer, there would then be no difficulty about the pass books.
25	41	Failure to maintain a Register of Deposits.	1896	The Register of deposits lodged in Savings Banks should be opened out and maintained and the Executive Engineer should report accordingly.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
26	42	Failure of accountant to check the service label account	897 898	This seems to be the business of the Head Clerk and not of the Accountant. Please see remark against item 19 of summary of Cuddapah Division Inspection report.
27	43	Failure to keep up a file of Government orders and a file of Inspection reports of accounts office Last inspection report of Division missing.		There is no rule on the subject; but it is perhaps desirable that a file of G.Os and also a file of inspection reports should be kept up in each divisional office.
28	44	Register of Buildings incomplete	975	The Register should be completed and the Executive Engineer should report accordingly.
29	45	Failure to call for completed measurement Books	1756	The Executive Engineer should insist on the return of all completed measurement books to the Divisional Office for record. He should now call for them and report when they have been received.
30	47	Register of contracts not seen by accountant		The accountant need have nothing whatever to do with the Register of contracts.
31	48	Euro securities as shown in the Register of contracts not traceable in the cash book		The Executive Engineer should explain. If the entries in the Register are wrong, they should be corrected.

Majors R.E.
Examiner of A'ts Accounts, Madras.

A2/2
(Encome)

E/1145

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.

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Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing	Exam

SUPERINTENDING ENGINEER'S OFFICE
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(1) Recouped to the Executive Engineer

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M. S. Ry S & I [illegible] Pillay 30

Recouped in Sub Q Officer Manargudi

M. S. Ry Sambasiva Iyer [illegible]

(1) The Overseers salaries are, as a rule, disburs prior to the despatch of salary Bills to the Examiner's Office for audit (code 473 rule 2)

In the case of the accountant M. S. Ry K. Kuppusamy Naidoo and Head Clerk M. S. Ry [illegible] Pillay, the first charge for pay d vances after transfer to this imprest as before audit contrary to code 473 rule (7).

With reference to para 1818 of the code (as modified by standing [illegible] dated 30th May [illegible] both originals and copies of contract certificates are sent direct to the Executive for payment of the one certificate being given to the contractor to be presented to the Executive Engineer for payment and not the

being sent [illegible] Engineers Office

as advice of work don

7 Rl. [illegible] as Rs

at least fifteen pies more than my only expenditure by the Head [illegible] has be should be for advances to bas [illegible] and this has never exceeded Rs 20 a replenishment of this impre take pla any time.

8 Labor employed from [illegible] per Nominal [illegible] Roll annual repairs to both [illegible] of Kadiwaram Es[illegible] was paid on 12th November 1889 as per date on the Nominal Muster Roll part I Column "D" of payr [illegible] certificate by paying Officer at end of part I. But the date payment in the Imprest Cash Account as 18th 1889 by. [illegible]

9 Certified copies will be sent to compil records of the [illegible] Office [illegible] as such across every hand as [illegible] by each

(as modified by Standing Order 592 of 11th January 1889)

10 October's Contingent vouchers have lately been cancelled by writing the word "cancelled" across every voucher. Vouchers previous to October were not cancelled at all

11 Vouchers not submitted to Examiner's office for audit as shewn in column 7 of the part II of form No M 64 namely "List of accounts and vouchers" were audited for the months April to September 1889 the office copy of the List being used.

12 The column 6 Description is not generally filled in as required by note 5 on form No M 64.

13 The following vouchers were not produced having been mislaid

Month	Reference	Description and amount
May 1889	Provincial Schedule of Expenditure item 2.	Nominal Muster Roll As-A-B 1-0-6
July 1889	Incorporated Local Schedule of Expenditure item 1.	Nominal Muster Roll for 43-13-3 Do 44-6-0

14 Item 15 Schedule of Expenditure Irrigation for April 1889.

The entry of Rs 13-5-11 in column 7 of Part II of List of Vouchers is incorrect. According to the voucher (Nominal Muster Roll for period 1st to 28th February 1889) for "annual repairs to both banks of the Vennaur" the amount is Rs 13-6-9.

15 Similarly the entry of Rs 31-7-3 in column 7 against item 24 of the above schedule is incorrect. It should be nil the voucher referred to having been included in column 4 and submitted to the Examiner's Office.

16 The wages of Cavalgars who are paid by month are included in Nominal Muster Roll on which they are paid. As they do not work with their own hands and are not paid at a daily rate their wages should have been included in Form No M 4A and voucher submitted to the Examiner's office for audit with the monthly accounts.

17 The amount of appropriation for the year is not entered in the Register of works in the case of the

following Major works

Name of work	Amount of Appropriation as per Schedule of Expenditure
(1) Constructing Sub Division Office and Sub Division Officer's quarters at Perutorapundy	Rs 8138
(2) Providing screw shutters to the Devanady Dam across the Vettam	8500
(3) Clearing the bed of the Vadaramam Canal	5000

18. In the Register of works, contribution works as shewn in the Schedule of Expenditure, Deposit Contributions, are not entered

19. Diverting the main town Drain at Nagapatam Estimate Rs 3045.

The amount of Estimate and the Register Rs are not entered in the Register of works

20. The expenditure in October 1889 which is Rs 384-2-11 according to the schedule of Expenditure, is not booked in the Register of works and the work abstract for October 1889 was not prepared

10/1145

21. In the Register of works a mistake has been made. Instead of bringing forward as last years' expenditure Rs 2667-9-2, Rs 2908-3-6 was brought forward

22. In May 1889 there was expenditure of Rs 250-10-4 which was not booked in the Register of works and no work abstract for the month was prepared.

23. Providing screw shutters to the Devanady Dam across the Vettam Estimate Estimate Rs 8500.

(work carried out by mixed agency)

There is a debit of Rs 48-4-0 to contingencies of this Estimate in October 1889. This sum includes the cost of erecting a shed for stacking materials Rs 9-2-0 which should have been shewn as a separate item to be met from savings and contingencies.

24. According to part III of work abstract for October 1889 the materials at site were valued at Rs 5020-4-9 while the Register of works shews Rs 5072-7-9 as value of materials. The difference viz Rs 44-3-0 is due

prosecution

1889 According to

the [illegible] month is

Rs 921 [illegible] entered in Register

work [illegible] 965 [illegible]

[illegible]

25. Improvements to the Kunnar Left Bank 62 mile Vyacalathore Head sluice Estimate Rs 1080

New estimate for the above work originally sanctioned for Rs 880 as Register No. 470/88-89 subsequently a revised Estimate was sanctioned for Rs 1080 against which latter Estimate the total expenditure both under the original and revised sanction shewn in the Schedule of expenditure. The expenditure is recorded in two parts in Register of works viz the outlay incurred before the sanction to the revised Estimate was received and that after receipt of the revised estimate. The entire outlay should now be shewn in the Register of works under the Revised sanction

Annual Repairs to Kodaveyaur sluices &c

Rs 600

carried out by Departmental Agency

According to the Register of works the [illegible] of Rs 8-0-0 at end of October 1889 whereas the work abstract and piece workers shew them nil The arrears were traced back [illegible] to the wages of two cavalgars Krishnaji and Chinniah for May 1889 and was incorrectly omitted from [illegible] work abstract for June 1889 and from subsequent work abstracts

As the amount still remains unpaid and has lapsed under code 1750 as modified by Standing Order No. 434 of 25 July 1888 it should in recct accounts be credited to Provincial Revenue sub head "unclaimed deposits"

27. Annual maintenance to the Kodaveyaur Estt Rs 860 The expenditure booked against this Estimate in the Register of works for July 1889 is Rs 68-12-0 whereas the work abstract

month shews only Rs 47-12-0. The work abstract is wrong the adjustment of Rs 21 being the outlay on this work in June 1889 but erroneously debited against another Estimate and written back in July 1889 was carried out in Register of works without passing the same through the work abstract

28 Surveying and levelling the Coyaur and Pommayaur Estimate Rs 950

August work abstract for this work shews value of work done as Rs 61-8-9 whereas the Register of works shews only Rs 59-0-6. The Register is correct but in preparing work abstract for August 1889 the arrears of Rs 2-8-3 due to labourer Gopalan for period 10th to 22nd May 1889 and included in the work abstract for June 1889 were erroneously again included in value of work done for August 1889. The work abstract will now be corrected.

29 Annual Repairs to banks of Pommayaur Estimate Rs 160

There were arrears of Rs 9-8-0 due to labourers at

12/1145

end of October 1889 but the work abstract for that month shews them nil. Generally part III is not filled in even in cases where there are arrears under Departmental agency

30 Annual repairs to both margins of Coyaur Estimate Rs 1880 The work abstract for the above work for July 1889 shews value of work done as Rs 330-10-8 while that entered in the Register of works is Rs 323-2-5. The work abstract is incorrect and shows excess value of work done Rs 7-8-0. This should now be corrected.

31. Annual Repairs to both banks of Vermaw Estimate Rs 1425.

(work carried out by mixed agency)

The work abstract for the above work for August 1889 shews value of work done as Rs 52-12-7 (piece worker Bill of Sammatha Iyer for that month) But in posting the Register of works Rs 56-12-7 is entered as value of work done and of course the difference being shewn as arrears. these arrears are not traceable either in work abstract or piece work

account. This should be investigated and corrected.

32 The travelling allowance journals of Lower subordinates Office and Petty Establishments from April to September 1899 inclusive were audited. The new journal forms M 152 A introduced by Standing Order No. 397 dated 19 July 1880 are not used, Lower subordinates use form No. M 152 while the claims of office and petty Establishments are preferred on odd bits of paper without the necessary information regarding Head Quarters, object of journey, and hours of arrival and departure &c. Some of the journals are in tamil and not approved by the controlling officer the Executive Engineer.

33 With reference to Examiner's circular No. 35 of 1899 the Divisional Office copies of monthly accounts are now bound in monthly volumes but the Sub Divisional Cash Balance returns in form No. M 1 are not bound up with the monthly accounts but the Sub Divisional Cash Balance returns in form No. M 1 are not bound up with the monthly accounts. Also salary, travelling allowance and contingent bills are all filed together without arranging them so as to have all of one kind together. Disallowance Lists are filed separately.

34 In the case of the following service books the attestation of entries on the 1st page has been by other than the officer in charge of the Division. The attestation should be by the Executive Engineer.

Names and ranks

Nagalo Row Superintendent Pandaramgam
Kishnan Lascar Corayam Head
Dhurmalingam Pillay Lascar
Vythialingam Lascar
Kuppusamy Pillay Lascar
Kannasamy Lascar
Chinnasamy Raju Lascar
Chintamony Moodeliar Clerk

besides several other service books

35 The service book of Lascar Soobiah shews his pay as Rs 6 per mensem while according to the salary bill he gets Rs 7 the difference of Rupee 1 being treated as personal allowance. The service book should be corrected.

36 The date of Lascar Krishnan's return on 8th November 1889 from the 10 days Leave without pay granted him is not noted in his service book.

37 The service book of Clerk V Class 1st Grade C Venkataramyum Naidu and also that of Serjeant B.O. Reynolds Overseer have not yet been received from the Division whence they were transferred.

38 In the service book of M.R.Ry Chinnatamby Pillay Sub Engineer 3rd grade the Sub Divisional allowance of Rs 30 which he is in receipt of is entered. This seems irregular and should be scored out.

39 According to the accounts there should be 42 blank stamped agreements in stock the value of which viz Rs 21 is outstanding in the Miscellaneous Advance account. But only 39 such agreements were produced the rest being unaccounted for.

40 Pass Books were produced for 14/145 deposits in the Savings Bank except for the deposit of Mahalinga galavallabar who has deposited Rs 35. This book is said to be detained in the Post Office for want of the Depositor's father's name and residence. In the case of this deposit as well as other deposits which are now in the name of the depositors, Examiner's Circulars Nos 33 and 44 of 1889 should receive attention.

41 The register ordered in code para 1896 is not maintained but a list of Savings Bank Pass Books in cash chest is kept on a piece of paper.

42 The Service Label account is in order, but the accountant does not, as he should, check the account on the occasion of a fresh supply of labels.

43 There is no file of Government orders, and no file of Inspection reports (accounts). The last Inspection Report of this Division is not in the office having been mislaid.

44 The Register of Buildings was examined. In it the District Munsiff's court at Tennalur completed in June last at a cost of Rs 4060-12-2

and handed over to the Judicial Department is not yet entered

45 Measurement Books produced at the inspection were books containing measurements taken in the years 1883 to 1886. Those books completed since were not available, none having been received from Sub Divisions. In fact none had been called for by the Divisional Office

46 The accountant took a long time to produce any document called for

47 The Register of Contracts (Form 182 B) has not been kept under the supervision of the accountant, who in fact was not aware of its existence. The Register is an accounts register as much as is the Register of works and should have been constantly examined by the accountant and not monopolised by the head clerk it (the register) is the basis of all contract accounts, and great care is necessary in posting it, and by its assistance watching the progress of contract work, and the receipt and return of contractors' securities.

48 All the security deposits shewn in the Register of Contracts form ✱ M 182 B as received in cash were traced into the cash book except the two following:-

Name of work	Contractor	
Laying the Right Bank of Nouchendranady along Road ✱ 51 in 15 mile.	Chackrapani	₹ 50
	Ramasamy Raju	50

The entries in the Register may be incorrect, as according to the agreement no cash deposit was required, the security being ten per cent of work done in each case.

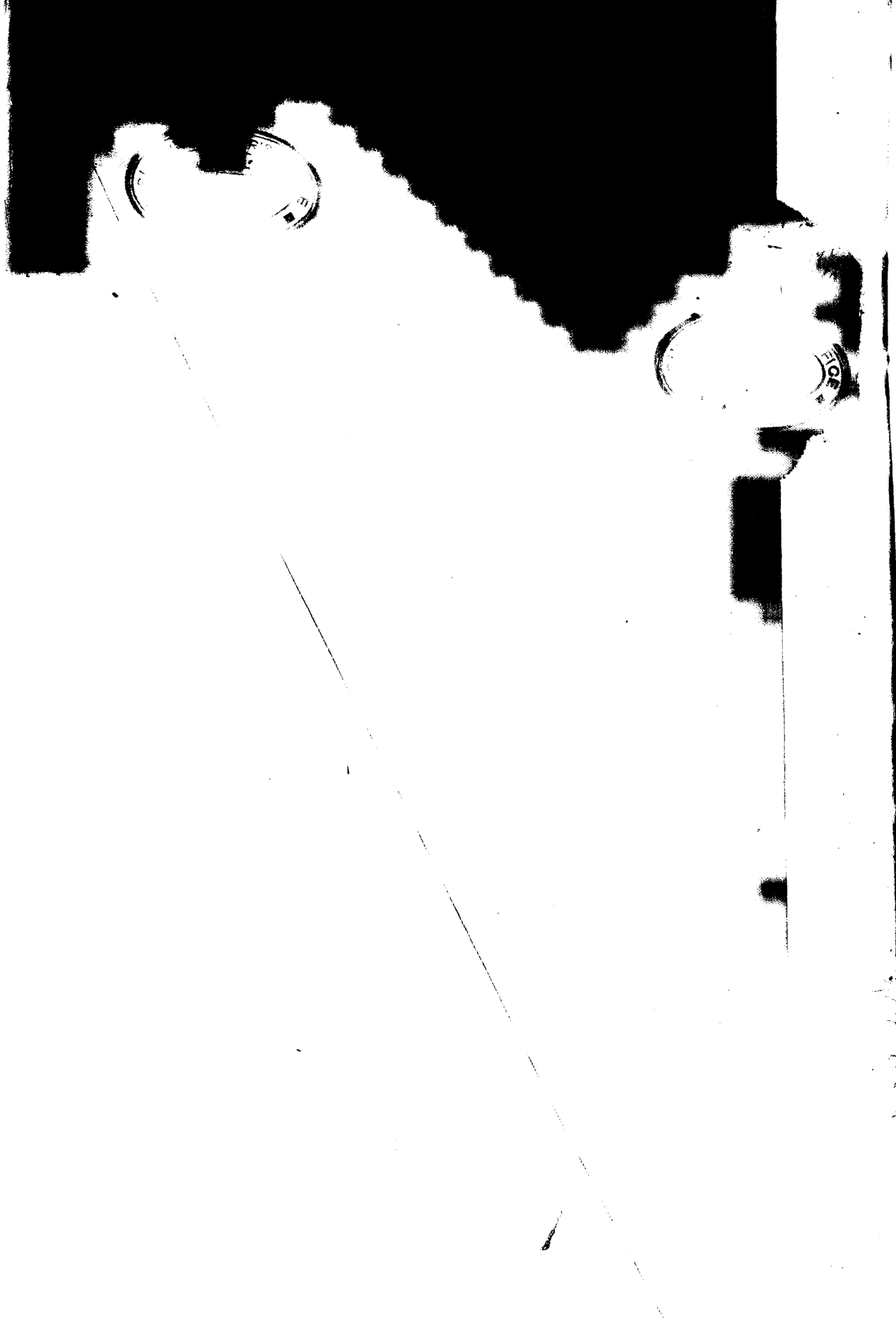
Trichinopoly 19th & 20th Decr 1889

Sd/ J. N. Rainier
Inspecting (accounts) officer

No. 547 A/4.2.90.

Forwarded to the Secretary to Government P. W. Department for the information and orders of Government with the accompanying summary and remarks.

All points noticed in last report appear to have received attention



Item 2 —

Item 4 —

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Item 29 — All old measurement books were received and filed in the Office before the Deputy Examiner's inspection. Measurement-books have also been received since the Deputy-Examiner left this.

1452

Item 30 — Noted.

Item 31 — A deposit of Rs 25 from each of the Contractors referred to was received and is entered in the Cash book Rs 50 is a mistake. The necessary correction has been made.

I have the honor to be
Sir
Your most Obed't Servt
C Clinton
Executive Engineer

SUPG: ENGINEER'S OFFICE
No. 3212 J.
3 MAR. 90
P.W.D.
SIXTH CIRCLE.

Encl 2 Pro Cole 23-4-90
Encl 1890 Encls 2.

№ 2625-J.

From

C.H.J. Horsfall Esqr
Supg Engineer
Nerzapatam Dn

To The Supt Engineer
6 Circle

Dated 1st March 1890
Recd 3

Forwarded together with the Dy Examiner's Audit and Examiner's Summary, to the Chief Engr & Secy, with reference to G.O. No. 425 W 8-2-90.

Aldenitte Lt Colonel
Supg Engr, 6 Circle

Nellore 4th March 1890

No 712

Encls. Two.

4th March 1890
Recd Comp. Madras

№ 1272. C dy 8th March 1890

To C

For perusal and favour of remarks.

WWS 7.7.90

DW

Afford explanation on the points noticed in the Summary of the Examiner on the Inspn Notes of this Office.

DWW

1

[C. No. 8.]

9/1195

GOVT. OF MADRAS. } 1890. { P. W. DEPT

EXAMINER, P. W. ACCOUNTS.

Madras, 9 April 1890.

OFFICE NOTE No. 2004.

To

W.

Your office note No.1272 C. of 8th. March 1890.

Returned with the following remarks:-

(1) Item 2 of the summary.

The inspecting officer will be asked to explain, and this item would be specially dealt with on receipt of his explanation.

(2) Item 8.

If every cavalgar is employed on a different work, a separate voucher would be necessary and the use of form No. M.4 A. is indispensable in each case. If however a number of cavalgars are employed on one work, the form No. M 154 (acquittance roll) may conveniently be used with suitable modifications. This matter will receive careful attention in the revision of the voucher form. The directions contained in the notes on the present forms are decidedly confusing and difficult to carry out

KEEP-WITH Genl. No.

dated 189

500—17-1-90.

(3) Item I5.

As the form is now being used , the recasting of the old claims(prior to December I889) might be dispensed with.

(4) Item I7.

The Executive Engineer might be asked to say why the guard book cannot be carried about in camp. The estimates will probably be better preserved if kept in guard books.It does not seem to be found incovenient in other divisions.

(5) Item I8.

The Executive Engineer might be asked to report again when all the service books have been attested(re-attested) by himself.

(6) Item 23.

The Executive Engineer might be asked to report again when the value of missing agreements have been actually written off.

(7) Item 24.

The Executive Engineer might be instructed to report to the Examiner specific instances of demands by the post master for additional information over and above that contemplated by code rule. The Post Master General will then be addressed. The code rule is based on information given by the Post Master General as to the requirements of his department.

(8) Item 26.

If approved by Governmant a

2x/1195

standing order modifying the code rule will be submitted.

(9) Item 27.

The Executive Engineer might ask the Superintending Engineer to arrange to send him such number of spare copies as he actually requires.

2. No other items call for remarks.

C.

D 4/4
(Enc 3)

municated to

Superintendent of Engineers VI Circle for

formation and

guidance.

11/11/47

Dated
7/11/47