(1) பக்கங்களின் எண்ணிக்கை 4

(2) புதுக்கித் திருப்பிய நாள் 18-9-90

(3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம்

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

209

P.W.D. துறை

அரசாணை எண்.	அச்சகம்
மு. கோப்புத் தாள் எண். 1455	பலவகை

நாள் : 28 - 5 - 1891 198 .

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

ஆணை, கா-1—18,000—15-6-87.

145

Notes of examination of service books and of travelling allowance journals of members of No.I Party Tank Restoration Scheme at Madura on the 4th.May I89I.

The present establishment of this party consists of 2 clerks, I draughtsman, 5 surveyors(charged to works)I overseer and 4 lascars, all of whom are temporary not holding substantive appointments. Service books are nevertheless maintained for 5 of them i.e.excluding I draughtsman,I surveyor and 4 lascars. These were examined and with the following exceptions found to be in order.

2. In the case of two service books personal certificates of character are entered; such entries are prohibited under Civil Service Regulations article 883(a).

3. Annual certificates of verification are not recorded in service books.

4. The travelling allowance journals of members of the Survey,office and petty establishments were audited for the months from April I890 to March I89I.

5. Journals in printed form No.M.I52 A.were not submitted by surveyors for whom travelling allowance was claimed in November I890 and February I89I - their claims being preferred on odd bits of paper.The prescribed printed form will be used in future.

(Signed) M.H.Gaynor
Offg.Deputy Examiner,
Inspecting Officer.

Madura
4th.May I89I.

No. 2763 of 14-5-91.

Forwarded to the Secretary to Government P.W.D. for Information and orders of Government with the following remarks:-

(I) Para 2 - The entries of personal certificates of character referred to ~~in~~ should be expunged and report made accordingly.

(2) Para 3 - Each annual verification of a service book should be certified to by an endorsement written across the service book by the verifying officer, stating that he has personally verified the service from the date of last endorsement to the date of the new endorsement (see Code para 384 B. standing order No.I283 of 1930). The Executive Engineer should see to this and report when it has been done.

(3) Para 5 - The travelling allowance claim of all members of the Lower Subordinate, Petty and Office establishment, should be prepared in form No.M.I52 A. and these should be made available for audit on the occasion of an inspection by an Account Officer. Claims not preferred in Form No.M.I52 A should be disallowed by controlling officer vide code para 53I (standing order No.I272 of 1930). The rule will apparently be observed in future.

Major R.E.

Examiner P.W.Accounts Madras.

14/5-

14/5/2

P.W.C dt 5302 ✓

No. 1455 W4/ 28th May 1891.

Communicated to the Chief Engr for Irrign for issue of the necessary instructions to the office in charge of the Party.

2. under article 876 C.S. Regns, the maintenance of service books for temporary employes is unnecessary.

0553
20.5.91

A.G.

From

The Examiner P.W.Accounts,

Madras.

To

The Secretary to Government,

P.W.Department.

No. 2763.

Dated 14th May 1891.

Recd. 15-5-91

Inspection report of service books and travelling allowance journals of members of No.I Party Tank Restoration Scheme. Forwards with remarks------

Ch:Engr for Irrign

Exr. P.W. Accts ✓ 18/5

Sec 20/5 31/5/6

R 25.5 m 23.5 R