

- (1) பக்கங்களின் எண்ணிக்கை 16
 (2) புதுக்கித் திருப்பிய நாள் No-10
 (3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம் 100

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

(171)

P.W.D துறை

அரசாணை எண். மு. கோப்புத் தாள் எண்.	3405 W	அச்சகம் பலவகை
நாள் :	17-12-1891	198

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

8 sheets

5 or 7 Borel Sheet

17TH DECEMBER 1891, No. 3405 W., PUBLIC WORKS.

GOVERNMENT OF MADRAS.
PUBLIC WORKS DEPARTMENT.

General.
Account.

READ—the following papers:—

Office-note from the Examiner, Public Works Accounts, dated Madras, 14th December 1891, No. 7776.

Submitted for favour of early sanction of Government to the issue of the accompanying circular letter to Executive Engineers, authorising the discontinuance of certain forms of procedure in the accounts of divisional offices with effect from 1st January 1892.

2. The objections raised by Executive Engineers to the present procedure under I, II, III and IV will be found in the letters herewith forwarded in original (to be returned). They are most practical objections and I may say that the procedure complained of is peculiar to this province.

3. The rule under V is nowhere else laid down or observed and I believe the Chief Engineer is one with me in the opinion that it unduly fetters Executive Engineers in the execution of work.

4. VI is a most troublesome task to Superintending and Executive Engineers which is not required under the Civil Service Regulations.

5. What is tantamount to an "annual verification of service books" is ordered to be done in the Examiner's office in connection with certain detailed annual statements of establishment that are received from each Superintending Engineer and Executive Engineer for each official year.

6. When the Government of India Code is introduced, the rules here brought to notice will disappear; but, in view to relieving divisional offices of unnecessary burdens at once, I would strongly recommend that the proposals herewith submitted be brought into effect from 1st January 1892.

ENCLOSURE.

From I. S. SHERLOCK-HUBBARD, Esq., Officiating Examiner, Public Works Accounts, to all Executive Engineers, dated Madras, 14th December 1891, No. 7775.

Under the orders of Government, as contained in G.O., No. 3405 W., dated 17th December 1891, the following changes of procedure should be observed with effect from 1st January 1892:—

I. The second cash-book ordered in appendix Z, para. 2, should be discontinued and all transactions should be recorded in one cash-book under the respective columns, "cash" and "bank or treasury."

II. Cheques should be entered in the cash-book as paid on the dates on which they are drawn without waiting until they are finally made over to the payee as ordered in para. 1744-A.

(i) This will of course dispense with the register (form No. M. 3-A) prescribed in para. 1744-B.

III. The prohibition in para. 1602-A against the receipt in cash of dues to Government is removed.

IV. Orders for payment of contractors' and other bills should be recorded on the bills themselves, without the use of the form of pay-order, in trefoil, prescribed in appendix Z, para. 10.

V. The restriction imposed in para. 1344-A against getting certain descriptions of work done by piece-work is removed, and it is left to Executive Engineers to get any kind of work done either by piece-work or by contract at their own discretion.

VI. The annual verification of service books, as laid down in para. 864, is countermanded. All that is necessary in connection with these books is—

- (i) That every event in a man's service is recorded in his service book *at the time of its occurrence.*
- (ii) That every entry is attested, as soon as *it is made*, by the head of the office.
- (iii) That the annual detailed statements of establishments as on the 1st April of each year, which are now rendered to the Examiner, are proved by comparison with entries in service books.

Note by the Chief Engineer, Public Works Department.

I concur in the Examiner's proposals as regards items I, III, IV, V and VI.

2. The maintenance of a second cash-book is sheer waste of stationery and space.

3. Para. 1344-A is at present practically a dead letter, as it is inconceivable that the Chief Engineer should refuse his sanction to the execution as "piece-work" of any work which a Superintending Engineer recommended for execution in this manner. The selection of the agency by which work is executed should be usually left to the Executive Engineer, subject only to the general control of the Superintending Engineer, for which no special rules are required.

4. I am not able to concur in proposal II; it is desirable that a record should be maintained of all cheques not actually handed to the payee, and, if the rules contained in para. 1744-A—C, or something equivalent to them, are not contained in the Government of India Code, it will be a question whether they should not be introduced.

14th December 1891.

(Signed) J. PENNYCUICK, Colonel, R.E.,
Chief Engineer, P.W.D.

ORDER—dated 17th December 1891, No. 3405 W., Public Works.

His Excellency the Governor in Council approves of the Examiner's proposals as regards items I, III, IV and V.

2. As regards item II, His Excellency the Governor in Council agrees with the Chief Engineer that it is desirable that a record should be maintained of all cheques not actually handed to the payee. The existing practice in this respect will accordingly be maintained, and the Examiner will explain how far the rules of the Government of India Code accord with the procedure prevailing in this Presidency.

3. The annual verification of service registers dealt with under item VI is a useful measure prescribed by the Pension Department for certain purposes which must be provided for in the Public Works Department as well as other departments. The Examiner will accordingly explain his proposals fully and submit forms to illustrate the desired amount of verification. The matter will thereupon be referred to the Pension Department for consideration.

4. Subject to these modifications the proposed circular can be issued by the Examiner.

(True Extract.)

(Signed) J. PENNYCUICK, Colonel, R.E.,
Secretary to Govt., P.W.D.

To the Examiner, Public Works Accounts.
„ the Pension Department.
„ all Superintending Engineers.
„ the Superintendent of Works, No. I Periyár division.
„ the Consulting Architect to Government.
„ the Chief Engineer for Irrigation.

Exd. A. D. Xavier.
Spare Copies

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GENERAL.
ACCOUNT.

Govt. of {1891} Madras.
PUBLIC WORKS.

Dated December, 17th.

Recd.

Encl.

G.O., 17th Dec. 1891, No. 3405 W.

DECEMBER.

Accounts of Divisional Offices
Orders on proposals of the Examiner,
Public Works Accounts, regarding the dis-
continuance of certain forms of procedure
in the —.

From

I. S. Sherlock-Hubbard Esq.

Offg. Examiner P.W. Accounts Madras.

To

All Executive Engineers.

No. ⁷⁹¹¹
~~7775~~

Madras, 14 December 1891. ³⁴⁰⁵
~~3405~~

Sir,

Under the orders of Government, as contained in G.O. No. 3173 W. dated ^{17th December} ~~26th November~~ 1891, the following changes of procedure should be observed with effect from 1st January 1892:—

- I. The second cash-book ordered in Appendix Z, para 2, should be discontinued, and all transactions should be recorded in one cash-book under the respective columns, "Cash" and "Bank or Treasury".
- II. Cheques should be entered in the Cash-book as paid, on the dates on which they are drawn, without waiting until they are finally made over to the payee as ordered in para 1744 A.
 - i. This will of course dispense with the Register, form No. M. 3 A prescribed in para 1744 B.
- III. The prohibition in para 1302 A, against the receipt in Cash of dues to Government, is removed.
- IV. Orders for payment of contractors' and other bills should be recorded on the bills themselves, without the use of the form of Pay-order, in trefoil, prescribed in Appendix Z, para 10.
- V. The restriction imposed in para 1344 A, against getting certain descriptions of work done by piece-work, is removed; and it is left to Executive Engineers to get any kind of work done either by piece-work or by contract, at their own discretion.
- VI. The annual verification of service-books, as laid down in para 834, is countermanded. All that is necessary in connection with these books is —
 - i. that every event in a man's service is recorded in his service-book at the time of its occurrence.
 - ii. that every entry is attested, as soon as it is made, by the

KEEP-WITH

CURRENT No.

GOVT.
OF MADRAS.

189/

{ P. W.
{ DEPT.

EXAMINER, P. W. ACCOUNTS.

ated

189

Madras, 4 December

189/

OFFICE NOTE No.

777

To

Submitted for favour of early sanction of Government to the issue of the accompanying circular letter to Executive Engineers, authorizing the discontinuance of certain forms of procedure in the accounts of Divisional offices, with effect from 1st January 1892.

2. The objections raised by Executive Engineers to the present procedure under I, II, III, and IV, will be found in the letters herewith forwarded in original (to be returned). They are most practical objections, and I may say that the procedure complained of is peculiar to this Province.

3. The rule under V is nowhere else laid down or observed, and I believe the Chief Engineer is one with me in the opinion that it unduly fetters Executive Engineers in the execution of work.

4. VI is a most troublesome task to Superintending and Executive Engineers which is not required under the Civil Service Regulations.

5. What is tantamount to an "annual

head of the office,

iii. that the annual detailed statements of establishments as on the 1st April of each year, which are now rendered to the Examiner, are proved by comparison with entries in service books.

I have the honor to be,

Sir,

Your Most Obedient Servant.

J. S. Merloed Hubbard

Offg. Examiner P. W. Accounts Madras.

not received in office

JP 12/12

verification of service books", is ordered to be done in the Examiner's office, in connection with certain detailed annual statements of establishment that are received from each Superintending Engineer and Executive Engineer for each official year.

6. When the Government of India Code is introduced, the rules here brought to notice will disappear; but in view to relieving Divisional offices of unnecessary burdens at once, I would strongly recommend that the proposals herewith submitted be brought into effect from 1st January 1892.

Offg. C.

At 14/12
12.
10/11/12
Enc

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Mr. 3405 W. 17 Dec 91

PUBLIC WORKS DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read the following

Official note from the Hon. W. A. C. No. 7776 dated 14 December 91
Note by the Chief Engineer P.W.D. dated 14 Dec 91

His Excellency the Governor-in-Council approves of the Examiner's proposals as regards items I, III, IV & V

2. As regards item II, His Excellency the Governor-in-Council agrees with the Chief Engineer that it is desirable that a record should be maintained of all cheques not actually handed to the payee. The existing practice in

in this respect will accordingly be maintained, and the Examinees will explain how far the rules of the Govt. of India Code accord with the procedure prevailing in this Presidency.

3. The annual verification of Service Registers dealt with under item VI is a useful measure prescribed by the Pension Department for certain purposes which must be provided for in the P.W.D. as well as other Depts. The Examinees will accordingly explain his proposals fully, and submit forms to illustrate the desired amount of verification. The matter will thereupon be referred to the Pension

Procurement.

Note by the Chief Engineer J.W.D.
dated 14th December 1891.

Read:—

office note from the Engr. P.W. Account, No. 7776
Dated 14 December 1891

I concur in the
Examiners' proposals as
regards items I, III, IV,
V and VI.

The maintenance
of a second cash book
is sheer waste of
time and space.

Lara 1344. It is at present practically a dead letter, as it is inconceivable that the Chief Engineer should refuse his sanction to the execution as "piece work" of any work which a Superintendent Engineer recommended for execution in this manner.

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Edw. Everett

all Supp. Regs.
draft of works for (range)
and Architect-
for for design

by which work is
executed should be
usually left to the Executive
Engineers, subject only to
the general control of
the ²Superintending Engineer,
for which no special
rules are required.

4. I am not able to
concur in proposal II;
it is desirable that a
record should be main-
tained of all cheques
not actually handed
to the payee, and if the
rules contained in para.
1744 A-C, or something
equivalent to them, are
not contained in the
Govt. of India Code,
it will be a question
whether they should not
be introduced.

S
E. W.

For orders

S
W.

Pearson's report should be consulted as
to proposal VI. The amount of verification
is a useful measure proposed by the
Pearson's report. For cut-
which must be provided for
as well as the report. The
8th - explain fully, submitting for
at the verification in cases out-
Pearson's report can then be asked
whether it will suit.

V. W.
W. W.

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18/3/44 ✓

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EDITION 1944

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Accounts of
Divisional offices

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Orders are proposed
to the Ep. S.W.A.
regarding the
discontinuance
of certain forms
of procedure in
the —

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