(1) பக்கங்களின் எண்ணிக்கை 18

(2) புதுக்கித் திருப்பிய நாள் ஜுன் 91

(3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம்

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

PWD துறை

161

அரசாணை எண்.
மு. கோப்புத் தாள் எண். 235

அச்சகம்
பலவகை

நாள் : 23-1-1892 198 .

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

9 Sheets

ஆவண, கா-1—18,000—15-6-87.

P.W. department

No. 5132 C d/ 19 – 11 – 1891

Memorandum.

2 3/1

The attention of the Supdty. Engineer, IV Circle, is called to G.O. 2011 W date "24" July 1891 and to reminders dated 8th October 1891 on the subject of the inspection report of the North Arcot Dn. office. He is requested to be so good as to expedite the required report, and to explain the cause of delay in its submission

EW
16.11

19.11.91

To
The S.E. IV Circle

Desptd 19/11

R.S.

Item

No 5182 C of 17th Novr 1891

No. 667 S.E.

D. P. W.
North Arcot Division Office,
8th December 1891
despd 2nd

From Major C. C. Rawson R.E.
Executive Engineer,
North Arcot Division.

375/KL

To 235/4
The Superintending Engineer
4 Circle
Coimbatore

Sir,

With reference to your Endorsement No 595/NA of 29th July last on G.O. No 2011 W. of the 24th I deem forwarding for Remarks the Examiners' Summary of Inspection Report of this Division I have the honor to offer the following Explanation.

Enclosure.

Item No 1	Appendix Z has been introduced in its Entirety.
Item No 2	Since attended to.
Item No 3	The pass book may be retained with the Treasury Officer who sends it twice a month.
Item No 4	Imprest holders are now treating the miscellaneous receipts as increases to their balances.
Item No 5	Steps are being taken to regularize the Expenditure.

Item

Item No 6.	These 3 relate to old transactions one of which has been since refunded and the other 2 will receive attention.
Item No 6 A.	The Post master Vellore in reply to reference made to him said that the personal name of the Executive Engineer will be expunged as soon as the Post Master General orders him to do so.
Item No 7.	Since kept up.——
Item No 8.	Since observed.——
Item No 9.	——do—— do——
Item No 10.	Since attended to.—
Item No 11	Steps are being taken to avoid this practice—
Item No 12.	Since attended to.—
Item No 13	Will be done.——
Item No 14	Additional hand lately sanctioned.——
Item No 15.	Since attended to.—
Item No 16.	The Executive Engineer Kalahastry Sub Divisions has been asked to send Ten day Reports which he says he is unable to send with his present small scale of Establishment.——
Item No 17.	The new form has been introduced.——
Item No 18.	Since receiving attention.——
Item No 19.	Since opened——
Item No 20.	Will be done——
Item No 21.	Since being done——
Item No 22.	Will be done——
Item No 23.	——Do——
Item No 24.	——Do——

The delay in replying to this is due to the press of Account work in the Office due to famine Expenditure

I have the honor to be
Sir,
Your most obedt Servt
7/2/91 Major R.E.
Executive Engineer N.A.D.

D. P. W.

EXAMINER
No.
19 DEC 1891
W. ACCOUNTS

From—

THE EXECUTIVE ENGINEER,
North Arcot Division.

SUPDG. ENGINEER'S OFFICE, P.W.D.
No. 12246 M
3 DEC. 91
Enclo
FOURTH CIRCLE.

Dated 1st
Despatched 2nd December 1891.
Received

ENCLOSURE.

No. 667 SE

Subject.

Inspection Report of North Arcot Dn

Offers explanation regarding summary of Examiner &c

P. W. CURRENT No. 13248

No 657 / W Enclos

Submitted to the Chief Engineer P.W.D. with reference to G.O. dated 24th July 1891 No 2011 W.

The Summary of the Examiner which accompanied the G.O. under reference is herewith returned.

(Sd.) Archdale Wickham
Lt Col. R.E.
Supg. Engineer IV Circle

Coimbatore
15 December 1891

No 5726 C d/18 December 1891

To C

for perusal and for favour of remarks.

DW
17.12.

Government of Madras.

1891.

P. W. DEPARTMENT.

CURRENT No. 13245

No. 5132 C d/ 19-11-91
" 5131 C d/ 19-11-91
" 4390 C d/ 8-10-91
" 2011 W d/ 24-7-91

From Supdg Engineer
IV Circle

ENCLOS — 1

No. 657 W
Dated 15-12-91
Received 17 " —

SUBJECT.

Forwarding explanation of the Executive Engineer North Arcot Division on several points noticed by the Examiner in his summary of the Inspection Report on the Office of the North Arcot Division d/ 13-6-1891

DISPOSAL.

No. 5725 C dated 18th December 1891

To C

For perusal and for favour of remarks

(Sd/) J. P.

Division. North Arcot Summary of Inspection Notes dated 13th June 1891. (C. No. 93.)

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
1	5	Failure to introduce the procedure relating to the conduct of cash transactions of Divisional Offices	Appendix Z	A separate report on the working of rules in Appendix Z will shortly be made. In the meantime, the Executive Engineer might be directed to introduce the procedure bringing to notice difficulties if any in carrying out these rules 27/6
2	6	Procedure laid down for the recovery of dues receivable in the Division not observed	1602 A-C	The Executive Engineer might be asked to explain why these rules have not received attention and whether they are now being observed.
3	8	Pass book not kept with the Executive Engineer and sent periodically to treasury to be written up	1600.	If the arrangement of retaining the pass book with the Treasury officer until required is convenient to the Executive Engineer there would seem to be no need to interfere with it.
4	9	Imprest holders pay miscellaneous receipts realized by them into treasury and submit receipts to the Executive Engineer late with consequent result of reopening the closed cash book of any month	Commrs Circular No. 64 1888.	If the procedure indicated in the circular quoted namely that Imprest holders should treat such receipts as increases to their balances, leaving it to the ~~direction~~ discretion of the Executive Engineer to pay the amount into Treasury were observed, the necessity of reopening the cash book might be avoided. The Executive Engineer might be instructed to attend to this.

Division North Arcot Summary of Inspection Notes dated 13th June 1891.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
5	11	Rushing expenditure at end of the year	1256	Brought to notice of Governm expenditure in March is nea five times that of October and more than the double of average of any two preceding months
6	12	Security deposits lodged in the Savings bank in the names of the depositors instead of in the Executive Engineer's name in 3 cases	796. Standing Order 974	The Executive Engineer might be directed to see that the rule is carried out and when correct pass books are obtained in all cases to report.
6A	12	Irregular entries made in the Savings bank pass books		Such entries are objectionable and should be avoided
7	13	Failure to keep daily account of Tools and Plant in form No 7	1778	The account should now be kept up and report made accordingly
8	14	Pay orders by Sub Divisional Officer in Nominal Muster Rolls incomplete and not dated		The Executive Engineer might be asked to see that such omissions are avoided in future

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Division North Arcot Summary of Inspection Notes dated 13th June 1891

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
9	15	Temporary survey lascars treated as laborers and paid in Nominal Muster Rolls.		The form of acquittance roll (Form M 154) should in future be used in such cases 27 5/2
10	17	Certified copies of bills not marked as such across every page	1818 Standing Order 592	The Executive Engineer should explain the non observance of the code and report whether the rule is receiving attention
11	18.	Advances made to contractors on materials brought to site of works while the contract is for finished work only		The practice appears to be general. The matter was also noticed at the inspection of other Divisions and orders should apparently issue to avoid it.
12	19	The number date and total amount of bill not noted on measurement sheets.	1766 Note 2	The Executive Engineer might be asked to see that the particulars are noted on all measurement sheets as required by rule quoted
13	21.	Failure to compare measurement books returned for record with a percentage of measurement sheets in the Division Office	1818 Note 2	The Executive Engineer should see that measurements are also compared in his office when measurement books are returned for final record as required by the rule quoted

Division North Arcot Summary of Inspection Notes dated 13th June 1891.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
14	22 23 and 42	Failure to prepare work abstracts and to post work Registers before the submission of accounts to the Examiner	1865	The Executive Engineer might be instructed to see that the work abstracts and work Registers are completed before submission of accounts, obtaining sanction for any additional Establishment that may be necessary and report after all arrears have been brought up.
15	24 to 26	Work abstracts not prepared in all cases as required by code rules	1760	The Executive Engineer might be instructed not to depart from the average arrangements provided in code rules without first obtaining definite orders for any deviations that he may consider necessary
16	28	Work abstracts not prepared and Register of works not maintained for 22 Famine works in Kalastri Sub Division		Requires further explanation. The Executive Engineer should see that the work abstracts and Register of works are prepared for these works and report accordingly.

Madras
July 1891

~~Offg Examiner, P.W. Accounts, Madras~~

400—13-8-9

(C. No. 93.)

Division North Arcot Summary of Inspection Notes dated 13th June 1891.

Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
33	Account of service labels not kept in Form No. M 216 B	899 Standing Order 1243	A register in form No. M 216 B should be opened out and report made accordingly. 27/8
34	Counterfoils of requisitions for service labels not initialled by Head Clerk in token of check	899	The counterfoils should be initialled and dated. A report as to whether this is now receiving attention should now be made.
35 and 36	Failure to open out service books in 7 cases (six of which relates to military pensioners)	Civil Service Regulation Article 581	Service books should be opened out in all cases of members on the permanent Establishment.
37	Failure to reattest a service book	864	The service book should be reattested and report made accordingly.
38	Attestation in some service books made by Sub Divisional Officer but not by the Executive Engineer	864	The Executive Engineer as the head of the office should himself attest (reattest) service books of all members of his Establishment. The Executive Engineer should therefore now attest (reattest) service books himself and report accordingly.

Division North Arcot Summary of Inspection Notes dated 13th June 1891.

Item No.	Para. of Inspection Notes.	Irregularity noticed.	Code or other order bearing on the subject.	Examiner's Remarks.
22	39	Certificate of verification in service books is not in accordance with rules	864 B	If the rule in code para 864, that every entry in a service book should be attested at the time by the head of office whose orders have made it necessary, has been attended to, there would apparently have been no difficulty in the Executive Engineer's certifying to the effect that he has personally verified service from the date of last endorsement to the date of new endorsements. The Executive Engineer might be asked to attend to the rules and report after all that is necessary has been done.
23	40	Column 6 of Form No 152 A is not always filled in the journals of lascars	531.	The information is required to see whether the lascar is entitled to Travelling Allowance or not and should therefore be filled in.
24	41	Claims to Travelling Allowance in form No 152 A not passed by the Executive Engineer but only signed by the Sub Divisional Officer	531 A	The Executive Engineer as controlling officer should himself pass these claims.

J. S. Sherlock Hubbard

Offg. Examiner P. W. Accounts,
Madras

(Correct) 15/7/91

100—13-8-90.

Government of Madras.

189 .

P. W. DEPARTMENT.

CURRENT No. 13366

No. 2011 W dd 24th July/91
" 4390 C dd 8th Oct/91
" 5131 C dd 19th Nov/91
" 5132 C dd 19th Nov/91

From

The Examr P.W. Accts

ENCLOS.—

No. 7945
Dated 18-12-91
Received 19-12-91

SUBJECT.

Inspection report on the Office of the N. Arcot Dn dd 13th June/91 — Enquiring whether the Ex. Engr's report & explanation on the points noticed in the — have since been received

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DISPOSAL.

No. 5777 C dated 21st Dec/91.

To C.

They were sent to you with endorsement No. 5726 C dd 18th Dec/91.

(Sd) O.V.B.

(C. No. $\frac{1201}{3}$)

KEEP-WITH

CURRENT No.

GOVT. OF MADRAS. } 1892. { P. W. DEPT.

EXAMINER, P. W. ACCOUNTS.

ated 189 .

Madras, 19 January 1892.

OFFICE NOTE No. 87 T.A.

To W.

2/3/5/9

Your Office Note No. 5726 C dated 18th December 1891.

Returned with the following remarks.

2. Item No. 6. The Executive Engineer may be required to have the other two deposits transferred to himself in his official capacity, pending refund.

3. Item No. 6A. Early correction of this matter is desirable.

4. Item No. 16. Orders of Government appear necessary with reference to this item. The Executive Engineer Kalahasty Sub Division should apparently have represented in time that his Establishment was not able to go on with these ten day reports.

1 5

3000—3-2-91.

5. The other items of the summary call for no further remarks.

P. W. CURRENT No. 617

(Encl 2)

No. 235 W.o/s 23rd Jany 92

The Exr's office note will be communicated for attention to the Supdg Engr IV Circle with reference to his Endt No. 657 W.o/15 Decr 91

9

S.E. IV Circle D 25/1

Ex P.W.D.

I.C. 25/1