GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Establishment.

READ—the following papers:—

From the Supervisor in charge 4th and 5th Reaches, Commamur canal, to the Officer in charge Western Sub-division, dated 16th August 1893, No. 387.

Referring to No. 4 instruction of the new measurement book that pencil entries of measurements should not be inked but only contents, I beg to bring in to your kind notice that it will be an hazardous task for a subordinate to attach his signature at every page of measurements as ruled in No. 11 instruction, as he may not always be able to recollect his measurements within if any alteration is made in them before contents are made out, which task is to be done by clerks when the measurements are many. I therefore request special order to ink measurements before they were placed in clerks' hands as was done hitherto.

No. 1543.

Forwarded to the Executive Engineer for information. I consider instruction No. 4 given in the measurement book does require revision unless it be considered that those who take the measurements must themselves calculate the contents. But this is impossible in this division where every subordinate or officer has heavy work to measure and can't find time to calculate the contents.

19th August 1893. (Signed) S. GOPALAKISTNA IYER,
Sub-division officer.

No. 291 S.

Forwarded to the Superintending Engineer for favour of orders.

2. I concur in the Sub-division officer's remarks.

22nd August 1893. (Signed) A. A. G. MALET,
Ex. Engr., Kistna Western Division.

No. 1322 K.S.

Forwarded to the Chief Engineer, Public Works Department.

2. I consider the measurements should be inked in by the officer who measures the work.

30th August 1893. (Signed) J. W. MARTIN,
Superintending Engineer, II Circle.

Office-note from the Examiner, Public Works Accounts, dated 22nd September 1893, No. 1065 D.

The point raised is one on which I, as an audit officer, do not feel competent to express an opinion of any practical value.

2. I may, however, add that two other officers, Mr. G. F. Handcock, Executive Engineer, Ganjám division, and Mr. R. A. Streenivasa Aiyangar, Executive Engineer, Gódávari Western division, have urged an alteration in the rule, which is based on Government of India Circular No. 23 P.W. of 1889. Copies of their letters * are herewith sent.

* Letter No. 1024, dated 24th June 1893, from the Executive Engineer, Ganjám division. Endorsement No. 45, dated 15th June 1893, from the Executive Engineer, Gódávari Western division.

3. I would suggest that, if considered desirable, the matter be represented to the Government of India.

Enclosures.

Copy of letter from the Executive Engineer, Ganjám division, to the Examiner, Public Works Accounts, dated 24th June 1893, No. 1024.

With reference to your No. 1, dated 9th June 1893, forwarding ten measurement books Nos. 4 to 13 (Form E. No. 73) for use in this division, I have the honour to request to be informed as to why books Nos. 1 to 3 have not been sent to this office.

2. As it seems that the existing measurement books are no longer required for use, please arrange for the despatch of 20 more new books as soon as possible.

3. Referring to rule 4 of the printed instructions, I have to inquire whether it is necessary for me and my subordinates to carry ink bottles, pens when going out to take measurements on works.

Copy of letter from the Executive Engineer, Gódávari Western Division, to the Superintending Engineer, I Circle, dated 15th June 1893, No. 199 S.

I have the honour to bring the following to your notice for favour of orders.

According to the Madras Public Works Code, all entries in a measurement book should be inked in the same day by the person taking the measurements. But this rule has lately been superseded by the rule introduced by the Government of India Code, volume I, chapter XII, paragraph 96 D, which says that the entries in a measurement book should be made in ink as far as possible, and when this is not possible the entries should not be inked over, but the totals should be inked. It is not possible to enter the measurements in ink as we cannot take ink bottles and pens to the field. It is therefore necessary to adopt the latter alternative. I noticed lately that the impression made by the pencils used by some subordinates was so faint that it would not be possible to decipher them after the lapse of a few days. In such cases the inking of pencil entries is absolutely necessary. There is also another disadvantage in having the pencil entries as they are. When the Sub-divisional officer or other subordinate check-measures a work, he makes certain corrections and is obliged to leave the book with the subordinate. If the latter is a dishonest man, he may rub out several of the pencil entries and insert fresh ones instead, and it will not be possible for anybody to find it out. As the book has to pass through the hands of several clerks who will be engaged in checking the calculations, there is room for these people to alter the entries if they are so disposed. You may say that if the contents are inked there should be no room for such fraud. All the measurements in this division are taken in the last few days before the reopening of the canals, and if the Sub-divisional officer is himself to calculate and ink the totals and then hand the books over to the clerks for the preparation of the bill, it may take months after months and the Sub-divisional officers will have to sit at home calculating the measurements, leaving all important out-door works to take care of themselves. As there is so much inconvenience and room for fraud by following this rule, I should think that the old Madras rule ought to be revived. As a Sub-divisional officer I referred the matter to the late Executive Engineer, who, agreeing with me, ordered me to follow the Madras rule; but the Examiner objected to the procedure in the report of his inspection of the division office. I have therefore brought the matter to your notice with a request that you will move the Government about reviving the old Madras rule.

No. 45.

Copy to the Examiner, Public Works Accounts, Madras, with reference to paragraph 2 of his No. 194 A, dated 2nd June 1893.

15th June 1893. (Signed) R. A. STREENIVASA AIYANGAR,
Ex. Engr., Gódávari Western Division.

Order—dated 24th October 1893, No. 2709 W., Public Works.

Ordered that the Government of India be addressed.

[Here enter No. 2710 W., dated 24th October 1893.]

(True Extract.)

(Signed) J. HANNAN,
Ag. Joint Secy. to Govt., P.W.D.,
General, Buildings and Roads Branch.

To Superintending Engineers.
„ the Consulting Architect to Government.
„ the Superintendent of Works, Periyár Project.
„ the Examiner of Public Works Accounts.

Exd. C. A. Munisawmy.
Spare Copies

GENERAL.
ESTABLISHMENT.

Govt. of {1893} Madras.

PUBLIC WORKS.

Dated October, 24th.

Recd. *Encl.*

G.O., 24th Oct. 1893, No. 2709 W.

OCTOBER.

Measurement Book

Ordered that the Government of India be addressed regarding the continuance of the practice hitherto in Madras for officers to make pencil entries in the — at the site of works and to have them inked in themselves on the same day.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Establishment.

READ—the following paper:—

From F. L. O'CALLAGHAN, Esq., Secretary to the Government of India, Public Works Department (Account—General), to the Secretary to the Government of Madras, Public Works Department, dated Calcutta, 2nd January 1894, No. 1 A.G.

I am directed to acknowledge receipt of your letter No. 2710 W., dated 24th October 1893, making certain remarks regarding the inking in of pencil entries in measurement books.

2. In reply, I am to explain that the requirements of paragraph 35,* chapter I, volume II, Public Works Department Code (Provisional Issue), will be met if the column "contents or area" be invariably inked in. The entry in ink of the actual measurements taken on the field is not obligatory.

* Old chapter XII, paragraph 96 D., volume I, Public Works Department Code.

3. As regards the subsequent inking in of the actual measurements entered in pencil at the site of the works, I am to say that the Government of India would prefer that these entries should stand as originally taken down. Measurement books are original records of the first importance and it is most desirable that the original entries should in no way be altered to prevent the suggestion by contractors or vakils in courts of law that they have been tampered with.

4. With these facts before them the Government of India are, however, willing that the Government of Madras should exercise their own discretion in dealing with this question.

ORDER—dated 16th January 1894, No. 132 W., Public Works.

Communicated to officers of the Public Works Department with reference to G.O., No. 2709 W., dated 24th October 1893.

2. The procedure laid down in the Public Works Department Code of the Government of India for writing up measurement books will in future be adopted. It will be observed that the entry in ink of the actual measurements taken in the field is not obligatory, but as far as possible this should be done. When, however, the entries are made in pencil, they should not be subsequently inked over. The entries under the column "contents or area" will always be in ink, and it is desirable that the officer who takes the measurements should himself work out the calculations and enter them under this column. In cases where this is impracticable and the calculations are made and entered by a clerk, the officer concerned will initial the entries as soon as possible after they have been made.

(True Extract.)

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

To Superintending Engineers.
„ the Consulting Architect to Government.
„ the Superintendent of Works, Periyár Project.
„ the Chief Engineer for Irrigation.
„ the Examiner of Public Works Accounts.

Exd. C. A. Muniswmy.
Spare Copies

GENERAL.
ESTABLISHMENT.

Govt. of {1894} Madras.

PUBLIC WORKS.

Dated January, 16th.

Recd. *Encl.*

G.O., 16th Jan. 1894, No. 132 W.

JANUARY.

Measurement Books

Orders of the Government of India in connection with the writing up of —, communicated to officers of the department with instructions.

Report of an Inspection of the Accounts and office records of the Land Acquisition officer, Rushikulya Division, made by Mr. F. W. EICKE (Examiner, 4th class, 3rd grade, temporary rank), Deputy Examiner, Public Works Accounts, Madras, at Berhampur on 5th November 1894.

Officer in charge.—M.R.Ry. A. Gurumurti Naidu, Special Deputy Collector in charge since 5th August 1892, and appointed a special Land Acquisition officer under Public Works Department Code, volume I, chapter IX, paragraph 23-I.

2. *Previous Inspection.*—There has been no previous inspection of the office by a Public Works Department Accounts officer; the present inspection was made in accordance with the orders issued in circular No. I of 1893 from Accountant-General, Public Works Department.

3. *Constitution of the Office and mode of supply of funds.*—For accounts purposes the Land Acquisition officer is treated as a Sub-divisional officer under the Executive Engineer, Rushikulya division, and placed in funds and cheque books by that officer in accordance with Public Works Department Code, volume II, chapter III, paragraphs 75 (2), 78 and 79, and chapter II, paragraphs 20 to 22. The Land Acquisition officer banks with the Berhampur sub-treasury; no account is kept of the stock of blank cheque books in hand, but the Land Acquisition officer promised to have a simple account kept of these in future. The certificate of count of cheques in each cheque book has hitherto never been signed by the Land Acquisition officer. The Executive Engineer, before issuing the cheque books to the Land Acquisition officer, should count the cheques and sign the certificate and they should again be counted and the certificate countersigned by the Land Acquisition officer before the cheque books are brought into use by him.

4. *Land measurements.*—A local B form for land in each village in use in the Ganjám Revenue Department is used by surveyors in measuring land. Entries are first made in pencil on separate pieces of paper, which are destroyed after the entries have been transcribed into the form B; the entries in this form are consequently not original. It would, it is thought, be better to adopt the procedure followed in the Public Works Department and enter the measurements in pencil in the form B at the time they are made and ink in the "contents" subsequently. No note-book or other record is kept by the Land Acquisition officer showing any measurements checked by him. The Land Acquisition officer, however, stated that he does not himself actually check any of the measurements, but that he travels with the surveyors while they are taking measurements and superintends their work.

5. *Payments into Treasury.*—Public Works Department challon and sub-treasury office receipt forms should be used when money is remitted to the treasury in future; these can be obtained by application to the Executive Engineer or to the Examiner, Public Works Accounts, Madras.

6. *Cash book.*—The cash book is well kept and contains very few corrections, all of which had been properly carried out and attested by the Land Acquisition officer; an apparent interpolation of an entry was noticed on page 23 of the cash book for October. Interpolations of entries should not be permitted under any circumstances. Attention should be given to Public Works Department Code, volume II, chapter I, paragraph 40. When one side of the cash book is filled up with entries sooner than the other, diagonal lines should be drawn across the vacant spaces to denote that no more entries are required to be made therein. There is at present no recorded evidence that the entries in the cash book are checked by the Land Acquisition officer in the manner required by Public Works Department Code, volume II, chapter I, paragraph 58. As evidence of his personal examination and check in future the Land Acquisition officer should initial under the last entry checked in the cash book.

7. *Office furniture.*—The transactions under this head are very small. One purchase of scales and weights had, however, been effected since the 30th June 1894, but had not been entered in the furniture account, the register for the current half-year having not been opened or posted owing, it was stated, to the forms not being in the office.

These could always be obtained by timely application to the Executive Engineer or the Examiner, Public Works Accounts, Madras. This should be done in future and care taken to post transactions in the register as they occur.

8. *Law charges.*—Law charges are recoverable from the parties concerned in cases where the judgment is in favour of Government, and, when incurred, they are charged off to the work or project concerned. The amount of compensation payable, deposited in the court at the time of reference, is paid by the court in full to the party concerned without recovering law charges, and the Land Acquisition officer has consequently to effect recovery of the process fees afterwards. A considerable amount of time and trouble, as well as risk of loss to Government by non-recovery, might apparently be saved if the law charges were to be deducted by the district court from the amount of compensation payable. The Land Acquisition officer stated that he would address the District Judge in connection with this matter.

9. *Books of reference, records, &c.*—The new edition of volume II of the Public Works Department Code is not in the office. This should be obtained without delay.

10. *General.*—The accounts and office records were found to be in very fair order. The forms and procedure laid down in the Public Works Department Code are followed generally excepting where instances to the contrary are brought to notice in this report, and the rules prescribed for land acquisition business by the local Revenue authorities (so far as could be seen) appeared to have been attended to. Awards are also promptly made and settled up. The grant for the year 1894–95 is Rs. 25,000 against which an expenditure of Rs. 11,920 had been incurred to end of October 1894. The Land Acquisition officer was unable to say whether the grant is likely to be fully utilized or not, this being dependent upon the Executive Engineer's applications for land to be taken up.

MADRAS,
15th November 1894.

(Signed) F. W. EICKE,
Inspecting Officer.

KEEP-WITH CURRENT No.

dated 189 .

16-1-94 № 132 W
24-10-93 № 2709 W

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Madras, // Janu

OFFICE NOTE No.

To

W.

Inspection report of the office of
the Land Acquisition Officer attached
to the Rushikulya Division by F. W.
Eicke Esq. on the 5th. November 1894.

P.D. 177

№ 144 W. dt 19 January 1895.

Communicated to the Supte. Engr. I circle for the information & guidance of the officers concerned

Requisition for 2 copies of the report to

Supte. Engr. I Circle