

7337
Public Works (1896) Department.

G.O., No. 2454 w

DATED 24 August 1896

[Despatch Abstract.]

Accounts : The Engineer's proposals (reporting) the adjustment of expenditure in the P. W. Workshops, approved for adoption.

INDEXED.

20.15.16

The Examiner's proposals in connection with the adjustment of expenditure in the — of the Public Works Workshops, approved for adoption.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Account.

READ—the following papers:—

From E. R. LOGAN, Esq., General Superintendent, Public Works Workshops,
to the Superintending Engineer, V Circle, dated 16th June 1896, No. 33
S.E./V.

With reference to the inspection report on the accounts of the Public Works Workshop division, printed with G.O., No. 1368 W., dated 29th April 1896, and forwarded to this office with your endorsement No. 52 P.W.S./C., dated 9th May 1896, I have the honour to submit the following remarks.

2. *Paragraph 2 of report.*—The *monthly* adjustment of expenditure on all jobs would increase the office work to a considerable extent. If, however, jobs be divided into two classes, as laid down in G.O., No. 858 W., dated 30th March 1886, viz.:—

- (i) Jobs of trifling character, *i.e.*, estimated to cost Rs. 2,500 and under, and
- (ii) Other jobs,

it would facilitate matters to make adjustments on completion of the work in the case of No. 1, and monthly adjustments only in the case of No. 2, provided the expenditure on the latter during the month be Rs. 1,000, or over. The result of this would be that, except in the case of completed jobs, no bills need be prepared for a less amount than Rs. 1,000 (one thousand).

3. *Paragraph 3 of report.*—Orders are requested as to the procedure to be adopted in the adjustment of the indirect charges for “establishment” and “tools and plant.” The present procedure, which is detailed in Examiner’s office manual, chapter IV, Appendix F., is as follows:—

(a) Credits at 10 per cent. for establishment, and 1 per cent. for tools and plant, are afforded *monthly*, the centages being calculated on the outlay on the jobs during the month, and the corresponding debit made to “Provincial Revenue—I. Profits.”

(b) On the completion of the jobs, the indirect charges, viz., 25 per cent. on cost of work done for other Government departments and private parties and 10 per cent. on that for Military Works Department and State Railways, are credited to Provincial revenue, and debited to the jobs concerned.

(c) Any difference between the credits referred to in (a) and (b) above represents a fictitious monthly gain or loss. If a loss, the amount is transferred to tools and plant under “(c) Loss.”

There seems to me to be no reason why the method of affording the credits in the case of establishment and tools and plant should be different, and to simplify the office work, I beg to suggest that all indirect charges, including those for establishment and tools and plant, be adjusted on the completion of the job.

4. *Paragraph 4 of report.*—A copy of G.O., No. 2836 W., dated 7th November 1895, has been applied for in my No. 18 S.E./V., dated 15th May 1896, and steps are being taken to introduce the “Register of arrears of labour” (Form W. 3) for the old form now in use.

5. Paragraph 5 of report.—Noted.

6. Paragraph 6 of report.—Highly approved and put into force from the salary bill for May 1896.

No. 177 W.

Copy submitted to the Chief Engineer, Public Works Department, for information, with reference to G.O., No. 1368 W., dated 29th April 1896.

(Signed) C. C. RAWSON, Lieut.-Col., R.E.,
Superintending Engineer, V Circle.
18th July 1896.

Office-note from the Examiner of Public Works Accounts, dated Madras, 12th August 1896, No. 581 B.

[Your office-note No. 2947 C., dated 29th July 1896.]

Paragraph 2.—As the General Superintendent states that the monthly adjustment of expenditure would increase the work of his office considerably, the existing practice may be continued, outlay being adjusted on completion of each job. The proposal made by the General Superintendent would necessitate the introduction of a new rule, which appears hardly worth while, as on referring to the statements of work done for the Public Works Department for the months of April, May and June 1896 amongst several items, only two during April and two during June amount to over Rupees 1,000 each.

Paragraph 3.—As suggested in paragraph 3 of the inspection report, percentages for establishment and tools and plant should be calculated monthly on the total charges of the month and debited to workshop manufacture suspense, and this head cleared by debit to jobs on their completion and in order to arrange for this being done, I would suggest the introduction of the following as line VII in Form No. 6 W. :—

“VII Percentage charges on account of establishment and tools and plant.”

A blank form of Form No. 6 W. is hereto attached for ready reference.

ORDER—No. 2454 W., dated 24th August 1896.

The Examiner's proposals are approved for adoption.

(True Extract.)

Under Secretary to Government.

To the Superintending Engineer, V Circle.
„ Examiner, Public Works Accounts.

Exd. Md. Pahlavan,

KEEP-WITH

CURRENT No.

GOVT.
OF MADRAS. }

1896.

{ P. W.
DEPT.

dated

189 .

EXAMINER, P. W. ACCOUNTS,

Madras, 12 August 1896.

OFFICE NOTE No. 581-B.

To

W.

Your office note No. 2947 C., dated

29th July 1896.

Para 2. As the General Superintendent

states that the monthly adjustment of expenditure would increase the work of his office considerably the existing practice may be continued outlay being adjusted on completion of each job. The proposal made by the General Superintendent would necessitate the introduction of a new rule, which appears hardly worth while, as on referring to the statements of work done for the P. W. Department for the months of April, May and June 1896 amongst several items, only two during April and two during June amount to over Rs. 1000 each.

Para 3. As suggested in para 3 of the inspection report percentages for Establishment and Tools and Plant should be calculated monthly on the total charges of the month and debited to Workshop Manufacture Suspense & this head cleared by debit to jobs on their completion and in order to arrange for

*The Examiner's
proposals are approved
for adoption.*

18/8/96

*REV. C. C. Rawson
Superintending Engineer
V Circle
18/8/96*

this being done, I would suggest the introduction of the following as line VII in form No. 6 W.

" VII Percentage charges on account of Establishment and Tools & Plant "

A blank form of form No. 6 W. is hereto attached for ready reference.

P. W. CURRENT No. 7337

Encls 2

Recd: 13.8.96

C.

Amr.

12/10

No. 1368 W of 29-4-96
- 2947 E, D 29-7-96

No. 33 S.E. 52 of 16th June 1896

EXAM
174800
8th JUL 1896

From - Genl. Supt. P.W. Workshops,
To the Supg. Engineer, V Circle.

Sir,

With reference to the Inspection Report on the Accounts of the P.W. Workshop Division, printed with G.O. No. 1368 W of 29th April 1896, and forwarded to this Office with your endorsement No. 52 P.W.S. of 9th May 1896, I have the honour to submit the following remarks:-

2. Para 2 of report - The monthly adjustment of expenditure on all jobs would increase the office work to a considerable extent. If however jobs be divided into 2 classes, as laid down in G.O. No. 858 W of 30th March 1886, viz:-

- i. Jobs of trifling character, i.e., estimated to cost Rs 2500 and under, and
- ii. Other jobs.

it would facilitate matters to make adjustments on completion of the work in the case of No. 1, and monthly adjustments only in the case of No. 2, provided the expenditure on the latter during the month be Rs 1000, or over. The result of this would be that, except in the case of completed jobs, no bills need be prepared for a less amount than Rs 1000 (one thousand).

3. Para. 3 of report - Orders are requested as to the procedure to be adopted in the adjustment of the indirect charges for "establishment" and "tools and plant". The present procedure, which is detailed in Examiner's Office - Manual Ch. IV App: F. is as follows:-

- (a) Credits at 10 % for establishment, and 1 % for tools and plant, are afforded monthly, the percentages being calculated on the outlay on the jobs during the month, and the corresponding debit made to "Provincial Revenue I Profits" -

(b) on the completion of ^{the} jobs the indirect charges, viz: 25% on cost of work done for other Government departments and private parties and 10% on that for Military works Department and State Railways, are credited to provincial revenue, and debited to the jobs concerned.

(c) Any difference between the credits referred to in (a) and (b) above represents a fictitious monthly gain or loss. If a loss the amount is transferred to Tools and Plant under "(c) Loss".

There seems to me to be no reason why the method of affording the credits in the case of Establishment and tools and Plant should be different, and to simplify the office work I beg to suggest that all indirect charges, including those for Establishment and tools and Plant, be adjusted on the completion of the job.

4. Para 4 of report - A copy of G.O. No. 2836 W dtd 7th Novem: ber 1895 has been applied for in my No. 188 E 5th dtd 15th May 1896, and steps are being taken to introduce the "Register of arrears of labour" (Form W. 3) for the old form now in use.

5. Para 5 of report - Noted.

6. Para 6 of report - Highly approved and put into force from the Salary Bill for May 1896.

I have &c

Signed - E. R. Logan

Genl - Supt. P.W. Workshops

No. 177 W.

Copy submitted to the Chief Engineer
P.W. Department for information with

reference to G.O. No. 1368 W dated 29th
April 1896.

July
1896

Clamm

18/7/96

Sd: R. E.

Rupgins v. Crile

1896

From
The Supy Engineer
Fifth Circle

To
The Chief Engineer
P.W. Department.

Dated 18th } July 1896.
Recd.

Encls.

No. 177 W.
Inspection Report of the
Accounts of the P.W. Workshops.
Division - Afforded cer-
tain remarks on paras 2, 3,
4, 5 & 6 of the -

P. W. CURRENT No. 6540

Recd: 21.7.96
No. 2947 cal/29 July
1896
To C

For per our of remarks
with reference to paras
2 and 3.

OK.
For W.

Cu

31/7

NOTES.

1. Column 1.—The head V—General charges—in this column will comprise charges for petty supervision and sundry charges for general purposes, but not charges properly debited to the budget head "Establishment." Head VI—Materials in hand—will comprise value of materials obtained for issue, as required, to works.

2. Column 2.—Balance unfinished works, &c., brought forward. The figures will be obtained from column 17 of the last month's schedule, and will represent the actual value of unfinished works in the shops, the unadjusted balance of general charges remaining to be written off to works on completion, and the actual value of unused material in hand. This balance will require to be carefully scrutinized from time to time, and kept perfectly clear of all items which cannot be eventually charged off legitimately to works.

3. Column 3.—Labor.

Column 4.—Materials purchased.

Will exhibit labor charges as distributed, from nominal muster-rolls, and materials obtained for the month, irrespective of the fact, whether payment has been made, or not.

4. Column 6.—Castings received from foundry.—The actual cost of the castings issued to works from the foundry, will be entered in lump as a *minus* entry under head IV, and will be distributed to the works concerned, under heads I, II and III. The nett total of this column will always be *Nil*.

5. Column 7.—Materials issued to works and refunds from one work to another. The nett total of this column will also, always be *Nil*.

6. Column 9.—Percentage for general charges—provides for the percentage to be charged to each work, to meet the charges under head V. The nett total of the column will always be *Nil*.

7. Columns 11, 12, 13.—Adjusted—represent completed works and works in progress adjusted by debit to transfers and credit to sales, or by direct debit to transfers, or to sales, as provided in notes 3, 4 and 5 of the schedules of transfers and notes 4 and 5 of the schedule of sales.

8. Column 16.—Deduct credits to suspense, &c.—represents the actual cost of completed works as issued from the shops, to be adjusted by debit to—

- (a) P. W. D. or other departments for works costing Rs. 2,500 and under. See notes 3 and 4 on schedule of transfers.
- (b) Sales for works costing over Rs. 2,500 dealt with under notes 3, 4 and 5 of the schedule of transfers, or note 3 (i) and 4 of the schedule of sales.

P. W. D. FORM,
No. 6 W.

P. W. WORKSHOPS.

DIVISION—P. W. WORKSHOPS.

MONTH— 189 .

Schedule of Workshops Manufacture
Suspense.

454W

Part I.—Schedules of Charges, Outturn and

Particulars.	Balance unfinished works, &c, brought forward.	CHARGES OF THE						Total Labour and Materials.
		Labour.	Materials.					
			Purchased.	Received in transfer.	Castings/ received from foundry.	Issues to works and refunds from one work to another.		
1	2	3	4	5	6	7	8	
I. Works for the P.W.D.								
II. Works for other Departments.								
II (a). Works for Military Works Departments and State Railways ..								
III. Works for Outsiders								
III (a). Works for Quasi-Public bodies ..								
IV. Foundry ..								
V. General Charges ..								
VI. Materials in hand.								
Total ..					Nil.	Nil.		
Add—Arrears of previous months								
Deduct—Arrears remaining unpaid at end of month (A)								
Balance—Net debit to Workshop Manufacture Suspense, as per Account Current								

Balance under Workshop Manufacture Suspense.

(A) Detail of Arrears as per overleaf.

MADRAS,

189 .)

Accountant.

General Superintendent, P. W. Workshops.

DETAILS OF ARREARS.

065.2
7337/96