P. W.

Misc (1899) Department.

G.O., No. 968 W

DATED 6th April 99

14/4/99

[Despatch Abstract.]

Descriptive Roll

The form of ——— submitted by the Examiner of P. W. Accounts, approved for general adoption in the P. W. Department.

S. A. W
260 HC
12 ck
E

Id 13/4

[M. 5.
1,000—24-10-95]

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department	Date.	G.O.	No.	Department.	Date.

GENERAL
ESTABLISHMENT.

Government {1899} of Madras.

PUBLIC WORKS.

Recd. } 1899. *Enclosures*
Regd. } 1899. *Spare copies*

G.O., No. 968 W., 6th April 1899.

APRIL.

Descriptive Roll

The form of — submitted by the Examiner of Public Works Accounts, approved for general adoption in the Public Works Department.

GOVERNMENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Establishment.

Read—the following paper:—

Office-note from the Examiner, Public Works Accounts, dated Madras, 24th March 1899, No. 416 A./E.

[Your office-note No. 1603 C., dated 16th March 1899.]

There is no recognised form of description roll in use in the department at present. I have recently introduced in my office the enclosed form of letter to the District Surgeon, which refers to the grant of Health and Vaccination certificates in case of first appointments to the public service. If Government approve, this form which contains a descriptive roll may, with the modifications shown therein, be made to answer the purpose in cases of leave or retirement.

To
The SURGEON,
———— District.

Enclosures.

No.

Sir,

189 .

I have the honour to request that you will, after examination of the individual named in the following descriptive roll, forward to this office
a Health and Vaccination certificate if you consider him fit for employment in the public service.
a Medical certificate in support of his application for leave or for retirement on invalid pension or gratuity.

Descriptive Roll.

Name
Race
Age
Size feet inches.
Colour of { Complexion / Hair / Eyes
Distinguishing marks
(a) { Total service of applicant / Previous sick leave taken
Remarks

I have the honour to be,
Sir,
Your most obedient Servant,

(a) To be filled in in cases of leave or retirement.

Order—No. 968 W., dated 6th April 1899.

The form is approved for general adoption in the Public Works Department.

(True Extract.)

Under Secretary to Government.

To the Chief Engineer for Irrigation.
" Superintending Engineers.
" Officers on Special duty.
" the Consulting Architect.
" the Examiner, Public Works Accounts.

Exd, T. K. Narayana Aiyangar.

Public Works (1899) Department.

CURRENT No. 2621

A

3P

From The Examiner P.W. Accounts, Madras & Coorg

Order No: 968 W d 6.4.99

The form is approved for general adoption in the P.W. Dept.

Init 28/3/99

No. 416 A/E

Dated 24th March 1899.

Received
Registered } 25.3.99

Enclosures one.

Spare copies.

Rd

The C E for I
- S. Ingrs:
- Officers on special duty
- Con Architect
- Ex P.W. A.

7/4/99

SUBJECT.

Descriptive Roll ~~form~~

States that the enclosed with modifications made therein may be introduced.

Pw 6.4.99

BACK PAPERS.

No.	Date.
1603 C	d/16-3-99

FURTHER PAPERS.

No.	Date.

~~N.B.—In any future communication on this subject, the number and date of this letter should be quoted, and the communication should be addressed to the Examiner, Public Works Accounts, Madras, and not to any officer by name.~~

~~[E. No. 246.]~~
~~100—22-2-99.~~

~~From~~

~~H. RAINIER, Esq.,~~

~~OFFG. EXAMINER OF P. W. ACCOUNTS,~~

~~*Madras and Coorg.*~~

To

THE SURGEON,

_______ DISTRICT.

2 3/4

No. ~~*Madras,*~~ 189 .

SIR,

I have the honor to request that you will after examin~~e~~ation the individual named in the following Descriptive Roll ~~and~~ forward to this office a Health and Vaccination Certificate if you consider him fit for employment in the public service. a medical Certificate in support of his application for leave or for retirement on invalid pension or gratuity.

DESCRIPTIVE ROLL.

Name

Race

Age

Size feet inches

Color of { Complexion
Hair
Eyes

Distinguishing marks.

(a) { Total Service of applicant ...
Previous Sick leave taken ...
~~Remarks~~

Remarks

I have the honor to be,

Sir,

Your most obedient Servant,

~~*Offg. Examiner, P. W. Accounts,*~~
~~*Madras and Coorg*~~

(B) [illegible] in cases for leave or retirement.

H R

[illegible] W

P2v.2.1
2621/97

No. 1603C

E- No. 27.
1,000—16-5-98

KEEP-WITH CURRENT No.

dated 189 .

18

GOVT. OF MADRAS. } 1899 { P.W. DEPT.

EXAMINER, P. W. ACCOUNTS.

Madras, 24th March 1899

OFFICE NOTE No. 416 A/E

To

W.

Your O.N.No.1603 C dated --
16th: March 1899.

There is no recognized form of Description Roll in use in the Depa -ment at present. I have recently introduced in my office the enclosed form of letter to the District Surgeon -- which refers to the grant of Health & Vaccination Certificates in case of -- first appointments to the public servi If Government approve, this form which contains a Descriptive Roll may with - the modifications shown therein in red ink be made to answer the purpose in - cases of leave or retirement.

N. R

No. 1603C

Government of Madras.

G/18W G/14W

P. W. DEPARTMENT.

Madras, 16 – 3 – 1899.

OFFICE NOTE.

From

W

To

C

C. No. 2214 herewith

—

Please let me know whether there is now any recognised form of "descriptive roll", form No: M 191-III being apparently obsolete since the supersession of the Madras P. W. D. Code. If not it seems necessary that a form should be introduced for the use of the Dept: and the instruction contained in the accompanying G.O. 268 Public of 4th March 1899 noted thereon.

(Sd) AWS

W

D 14/3 7/3/99

INDEXED.

17/3.

[P. W. 48. / 500 – 24.3-98.]

NOTES.

Reference to Madras P.W.D. Code, Edition of 1886.

Paras. 50, 569 and 685, and Appendix T, Paras. 1, 3 and 10.

---

* * * * *

III.—*Retirement on Invalid Pension or Gratuity.*

8. If the officer applying for pension is sixty years' old or upwards, no certificate by a medical officer is necessary; it suffices for the head of the office to certify to the incapacity of the applicant, otherwise incapacity for service must be established by a medical certificate attested as follows:—

9. If he is serving at or near the capital town of a province, by the surgeon-general or deputy surgeon-general of the province, or by a medical committee over which the surgeon-general or deputy surgeon-general should, when practicable, preside.

10. If he is a superior officer and is serving in the interior of the country under such circumstances that, in the opinion of the government, he can be conveniently required to appear before a medical invaliding committee—by such committee.

11. In other cases, the government may either accept a certificate given by a single commissioned medical officer or medical officer in charge of a civil station, or assemble a special invaliding committee at a convenient civil station. If the pension applied for exceeds Rs. 100 a month, a certificate by a single medical officer should not be accepted as sufficient, if it is possible without undue inconvenience, to assemble an invaliding committee or to cause the applicant to appear before the surgeon-general, Indian medical department, or the standing medical committee at the presidency.

12. In no case shall a medical certificate of incapacity for service be granted, unless the applicant produce a letter from the head of his office or his department, to show that the latter is aware of his intention to appear before the medical officer.

500—28-10-89.

C No 2214.

CAW

A form of descriptive roll, No. M191, III submitted. These forms are now obsolete since the introduction of the India Code.

It is submitted that the practice at present is merely to forward a letter to the Surgeon requesting him to examine a clerk, the 'descriptive roll' being added. vide cases flagged C & D.

The Surgeon fills in his report in a printed form similar perhaps to the form put up.

14/8/89

NOTES.

Reference to Madras P.W.D. Code,
Edition of 1886.
Paras. 50, 569 and 685, and Appendix T,
Paras. 1, 3 and 10.

* * * *

III.—*Retirement on Invalid Pension or Gratuity.*

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9. If he is serving at or near the capital town of a province, by the surgeon-general or deputy surgeon-general of the province, or by a medical committee over which the surgeon-general or deputy surgeon-general should, when practicable, preside.

10. If he is a superior officer and is serving in the interior of the country under such circumstances that, in the opinion of the government, he can be conveniently required to appear before a medical invaliding committee—by such committee.

11. In other cases, the government may either accept a certificate given by a single commissioned medical officer or medical officer in charge of a civil station, or assemble a special invaliding committee at a convenient civil station. If the pension applied for exceeds Rs. 100 a month, a certificate by a single medical officer should not be accepted as sufficient, if it is possible without undue inconvenience, to assemble an invaliding committee or to cause the applicant to appear before the surgeon-general, Indian medical department, or the standing medical committee at the presidency.

12. In no case shall a medical certificate of incapacity for service be granted, unless the applicant produce a letter from the head of his office or his department, to show that the latter is aware of his intention to appear before the medical officer.

500—28-10-89.

P. W. D. Form,
No. M 191-III.

Application for a Medical Certificate with Descriptive Roll and Form of Certificate for retirement on Invalid Pension or Gratuity.

Station ____________ No. ____________

Date ____________ 18 .

From

To

Sir,

I have the honor to request that you will, after examination of the individual named in the following Descriptive Roll, fill in and forward to this office the Certificate overleaf.

I have, &c.,

____

Head of Office.

Descriptive Roll.

Name ____________

____

Race ____________

Age ____________

Size { Feet ____________
Inches ____________

Color of { Complexion ____________
Hair ____________
Eyes ____________

Distinguishing marks ____________

____

Remarks ____________

____

____

CERTIFICATE.

(FOR RETIREMENT ON INVALID PENSION OR GRATUITY.)

CERTIFIED that I/we have carefully examined ______
son of ______ a ______
in the ______
______
______

His age is, by his own statement, ______ years, and by appearance about ______ years.

I/We consider ______
______
to be completely and permanently incapacitated for further service of any kind (*a*) ______
______, in consequence of (*b*) ______
______
______

His incapacity does not appear to me/us to have been caused by irregular or intemperate habits.

(*c*) ______
______
______
______
______

STATION ______
Dated ______ 18 .

______,
Surgeon.

(*a*) Or for the words "of any kind," substitute, in the department to which he belongs.

(*b*) Here state disease or cause.

(*c*) If the incapacity does not appear to be complete and permanent, the certificate should be modified accordingly, and the following addition should be made:--

"I am / "We are of opinion that ______ is fit for further service of a less laborious character than that which he has been doing [or may, after resting for ______ months, be fit for further service of a less laborious character than that which he has been doing]."

Government (1899) of Madras.

PUBLIC.

Cn 2214.

Recd. } 1899 *Enclosures*
Regd. } *Spare copies*

G.O., No. 268, 4th March 1899.

MARCH.

Certificates for Leave or Retirement.

Directing that information regarding extent of service and previous sick leave should invariably be given by heads of offices in the descriptive roll of Government servants who may be sent before medical officers to obtain—.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

Read—the following paper :—

From Surgeon-General C. SIBTHORPE, C.B., F.R.C.P.I., Surgeon-General with the Government of Madras, to the Chief Secretary to Government, dated Madras, 22nd February 1899, No. 182.

In enclosing copies of Civil Medical Forms Nos. 31 and 32, which are required to be filled in by medical officers when drawing up cases for leave or retirement, respectively, I have the honour to state that such statements of case should afford information regarding the extent of service and previous sick leave of the applicant. As such information is not at present given by heads of departments in their requisitions, medical officers have either to rely on the statement of the applicants themselves or to apply to the head of their department for it, the latter course giving rise to unnecessary delay and correspondence. I would suggest therefore that Government may be moved to issue orders that in future such information should be invariably given by heads of offices either in their requisitions on medical officers for certificates or in the descriptive rolls of the persons on whose behalf medical certificates are applied for.

Order—No. 268, Public, dated 4th March 1899.

The information indicated by the Surgeon-General should invariably be given by heads of offices in the descriptive roll of Government servants who may be sent before medical officers to obtain certificates for leave or retirement.

(True Extract.)

G. STOKES,
Chief Secretary.

To all departments of the Secretariat.
„ Heads of Departments under the Chief Secretary.

Exd. P. Seetharam.

4P

Public Works (1899) Department.

1

G.O., No. 970 W

DATED 6 April 1899.

[Despatch Abstract.]

Sergeant G. King

Office Note from the Examiner intimating that a Remittance Transfer Receipt for Rs 555-11-10 on account of deferred pay due to ——— received from the Paymaster, Cheshire Regiment, [illegible] (has been returned to him, for want of information as to the whereabouts of ———, recorded ———

E

P. W. 2
1,000—7-1-99.

Indexed. 17/4

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Public Works (1899) Department.

CURRENT No. 2581

B/

From The Examiner P. W. Accounts, Madras & Coorg

Order No. 970 W of 6.4.99

Recorded.

AcK
24.2.99.

No. 409 A/E

Cnt
25/3/99

Dated 23rd March 1899

Received
Registered } 24.3.99

DW/W

Enclosures

Spare copies.

SUBJECT.

Note. Sergt. King's present address is not known in this office.

Sergeant P. King —

States that the Remittance Transfer Receipt on account of deferred pay due to — has been returned to Acting Pay Master Cheshire Regiment

60bW

BACK PAPERS.

No.	Date.
606 W	28.2.99
752 a/	2.2.99
+ Note	

FURTHER PAPERS.

No.	Date.

E- No. 27.
1,000—16-5-98

KEEP-WITH CURRENT No.

dated 189 .

GOVT. OF MADRAS. } 189~~8~~9 { P.W. DEPT.

EXAMINER, P. W. ACCOUNTS.

Madras, 23rd March 189~~8~~9

OFFICE NOTE No. 409 A/E

To

W.

606 W / 28.2.99

In continuation of C's O.N No.189 A/E dated 14th: February 1899, I beg to intimate that a Remittance -- Transfer Receipt for Rs: 999-11-10 on account of deferred pay due to Sergeant P.King was received by me from the -- Acting Pay Master, Cheshire Regiment, - Trimulgherry, for payment to Sergeant - King but that the same has now been returned to him as the whereabouts of -- Sergeant King could not be ascertained

K R

Offg: C.

nes
22.3.99.