

Public Works (1894) Department.

RAILWAY BRANCH.

G.O., No. 339R

DATED 7th June

[Despatch Abstract.]

Accounts Test-books.— Purchase of certain— for the
office of Examiner, Guaranteed Railway accounts,
sanctioned.

Indexed.

efficient accounts officers, it is necessary that all Assistant Examiners under training should endeavour to make themselves thoroughly acquainted with the text-books, noted on the margin,* even though they may not be required to pass the departmental examination for promotion in them. The study of the following standard works is also recommended:—

Theory and practice of banking by H. D. MacLeod.
Factory accounts by Garcke and Fells.
Railway accounts, Revenue, in America by Marshall M. Kirkman.
Railway accounts in England by Fisher.

The foregoing books cannot be supplied for the use of individual officers at the public cost; but a copy of each may be purchased by Examiners under the special sanction of the Local Government or Administration.

2. In addition to this, the attention of Assistant Examiners should be especially directed to the study of the systems of accounts and audit followed in the Civil and Military Departments of the Government of India as described in their codes

3. It behoves every Assistant Examiner under training to employ all the means in his power to increase his knowledge of the principles and practice of book-keeping in its widest sense, and of audit, banking, and general business, and no Assistant Examiner can expect to attain a high position in the Department if he limits his knowledge to the accounts, audit, and procedure pertaining to the Public Works Department and to the subjects that come before him in the course of his ordinary official business.

I have the honour to be,

SIR,

Your most obedient servant,

R. G. MACDONALD,

Accountant General.

Documents accompanying.

Nil.

G. C. P. e-s, Simla.—No. 103 P. W., D. A. G.—18.5.94.—300.

(Form No. 1.)

GOVERNMENT OF INDIA.

P. W. DEPARTMENT.

RAILWAY BRANCH.

EXAMINER, GUARANTEED RAILWAY ACCOUNTS' OFFICE,

No. 396

Madras, 30th May 1894.

From A. Grant Esq.

offg. The EXAMINER, GUARANTEED RAILWAY ACCOUNTS,

MADRAS,

To

The Joint Secretary to Government,
Public Works Department.
Railway Branch
Madras.

SIR,

With reference to paragraph 1 of Accountant General, Public Works Department, Circular No. XVIII of 1894, Copy enclosed for reference, I have the honor to request the sanction of Government to the purchase of the following works for the use of this office. They are useful books for reference.

1. Carter's practical book-keeping
2. Pixley's Auditors
3. Theory and practice of banking by H. D. MacLeod.
4. Factory accounts by Garcke and Fells.
5. Railway accounts, Revenue, in America by Marshall M. Kirkman.
6. Railway accounts in England by Fisher.

I have the honour to be,

Sir,

Your most obedient Servant,

Agrombe
offg. Examiner, Railway Accounts,
Madras.

From 4063

THE EXAMINER,

GUARANTEED RAILWAY ACCOUNTS,

Madras.

To

*Joint Secretary to
Govt. P. W. D.
By: Branch.*

Dated 30 May 1894.

31

Recd: 1.6.94

No. of Enclosures 1

SUBJECT.

*Requesting the sanction
of Government to the purchase
of certain books as they are
useful for reference in
this Office.*

B No 339 R 27 June 1894.

Sanctioned

MU

5/6

R

*20 Muz. Secy. P. W. D.
INDEXED 18/6
20/6 9/6*