M.R.O. 14—10,000—21-4-22

MADRAS RECORD OFFICE.

Government of Madras.

Revenue **DEPARTMENT.**

G.O. No. 350	Press ~~Mis.~~
50-51	
Dated 5—3—1860.	

Not to be folded or roughly handled

Proceedings of the Madras Government, Revenue Department, for the month of March 1860.

No. 50. Read the following Proceedings of the Madras Government in the Financial Department, dated 29th February 1860, No. 88.

Approving the Circular which the Accountant General proposes to issue for the guidance of all Civil Officers making advances. (Vide Financial Proceedings from 21st to 29th February 1860, No. 16-17.)

No. 51. ORDER THEREON, 5th March 1860, No. 350.

Ordered to be recorded.

(Signed.) T. PYCROFT.
Chief Secretary.

PROCEEDINGS of the MADRAS GOVERNMENT.

Read the following letter from R. P. HARRISON, Esq., Accountant General; to the Chief Secretary to Government, Fort Saint George, dated 8th February 1860, No. 432.

I have the honor to submit for the consideration of the Government the draft of a circular which, with their permission, I propose to issue for the guidance of all civil officers making advances, or responsible for their being made, to have effect from the 1st of May next.

2. The unsatisfactory state of the outstanding balances in some of the Districts attracted my attention shortly after I assumed charge of the office of Accountant General, and on the 12th October last, a circular was addressed to Collectors requiring them to submit detailed statements of unadjusted advances outstanding on the 1st of that month, with a full explanation of the cause of delay in the adjustment of every item which had been outstanding more than three months, and the measures which had been adopted for their adjustment.

3. The returns which have been received to this circular shew that, in most of the Districts, there are numerous balances unadjusted, of long standing, many of which have apparently been allowed to remain unsettled, solely because no measures, or no proper measures, have been adopted for their adjustment.

4. The different Collectors have been called upon to take immediate steps for the settlement of all old advances; but it appears to be desirable, with the view of securing more prompt attention in future to this important part of a Collector's duty, that some definite rules should be laid down, pointing out the responsibility which they will incur by any neglect or unnecessary delay in effecting the due adjustment of advances which they have either made or authorised. I propose therefore with the approval of the Government to circulate the rules embodied in the accompanying circular, which are similar to rules issued by the Accountant to the Government of Bengal with the sanction of that Government in August last, and have been recently adopted by the Accountant General in Bombay under the authority of the Government of that Presidency.

CIRCULAR.

In order to secure more prompt attention on the part of disbursing officers to the early adjustment of advances, the following rules are issued with the sanction of Government, and are to have effect from the 1st May next.

1st. As a general rule, all officers are required to procure the adjustment of advances made by them, or upon their responsibility, within a period of six months at the latest from the date of disbursement.

2nd. Any officer allowing more than six months to elapse, and failing to shew sufficient reason for the delay, will be reported to Government with a recommendation that the balance be recovered by monthly deductions from his salary until the full sum is recovered.

3rd. No advance will be allowed to remain outstanding for more than a year without the sanction of Government. This rule will not be considered strictly applicable to advances on account of Local Funds, the adjustment of which may be unavoidably delayed beyond that time.

4th. It is the duty of an officer on receiving charge of a Treasury to adopt measures for the speedy adjustment of all items of advances left unadjusted by his predecessor, and any culpable remissness on the part of an officer in charge of a Treasury in disposing of the several items of balances, will, when satisfactorily established, render such officer personally responsible for any loss which the Government may thereby sustain.

5th. An officer will be considered to have shewn culpable remissness who may not have taken such steps as lay in his power to procure an adjustment within a period of three months from the date of his assuming charge.

6th. Every officer in charge of a Treasury will submit with his monthly accounts a separate memorandum, in the form annexed, of all advances which have been outstanding more than six months.

MEMORANDUM of unadjusted advances which have been outstanding six months and upwards.

Number and description of the item.	Under what head debited.	Date on which the advance was made.	Authority under which the advance was made.	Amount originally advanced.	Portion adjusted.	Balance still remaining unadjusted.	Remarks.
							In this column the Collector will give a full explanation of the cause of delay in the adjustment of all items which has been outstanding more than six months, and the measures which have been adopted for their adjustment.

ORDER THEREON, 17th February 1860, No. 72.

The Accountant General will be pleased to state whether the rules proposed to be circulated for the guidance of all civil officers making advances, are intended to apply to advances in the Public Works Department.

(True Extract.)

Sd/ T. Pycroft.

Chief Secretary.

To the Accountant General.

Exd. F. Cartledge.

FINANCIAL DEPARTMENT.

PROCEEDINGS of the MADRAS GOVERNMENT.

Read the following letter from R. P. HARRISON, Esq., Accountant General; to the Chief Secretary to Government, Fort Saint George, dated 23rd February 1860, No. 462.

With reference to the Order of Government, dated the 17th instant, No. 72, I have the honor to state that the rules proposed to be circulated for the guidance of all Civil officers making advances are not intended to apply to advances in the Public Works Department.

ORDER THEREON, 29th February 1860, No. 88.

The Government approve of the circular submitted by the Accountant General with his letter of the 8th instant, No. 432, and authorise its being issued for the guidance of all Civil officers making advances, to have effect from the 1st of May next.

(True Extract.)

Chief Secretary.

To the Accountant General
" Revenue Department } with Financial, No. 72.
" Board of Revenue.

Exd. F. Cartledge

Revenue 1860 Depart.
Pro: of Govt 10th March

No. 459

Proceedings of the Madras
Govt. in the Financial Dept.

Dated 29th February 1860.
Recd. 2nd March —o—
1 Encls.

Approving the
Circular which the Ac-
countant Genl proposes
to issue for the guidance
of all Civil Officers making
advances.

No. 350

Recorded

5th March 1860.

Rec'd from the Financial
Depart. 20th March
1861 Ct. 654 — in l
22d. March No.

Pro. of the Madras Govt. in
Financial Depart. dd 20 M.
1862 C No. 803 in 7 April 62.
No. 768.

No 50 & 51.