M.R.O. 14—10,000—21-4-22

MADRAS RECORD OFFICE.

Government of Madras.

Revenue DEPARTMENT.

G.O. No. 1289	Press ~~Mis.~~
163-164	
Dated 12-6 — 1862.	

Not to be folded or roughly handled

Proceedings of the Madras Government, Revenue Department,
12th June 1862.

No. 163. Read the following Proceedings of the Madras Government in the Financial Department, dated 26th May 1862, No. 402 :—

Communicating Extract Proceedings Government of India, forwarding Resolution of that Government directing the immediate adoption of Forms A. B and C. required to be submitted by Local Treasury Officers and the several Deputy Auditors and Accountants General. } (Vide Financial Proceedings, 26th May 1862, Nos. 111, 112.)

No. 164. ORDER THEREON, 12th June 1862, No. 1,289.

Ordered to be communicated to the following authorities for their information and guidance, and for communication to the Officers subordinate to them, with reference to the Proceedings of Government, dated 22nd March 1862, No. 639 :—

To the Board of Revenue.
" Officiating Director of Revenue Settlement.
" Superintendent of Revenue Survey.
" Inám Commissioner.
" Acting Conservator of Forests.
" President of the Income Tax Commission.

(Signed) P. P. HUTCHINS,
Acting Deputy Secretary to Government.

FINANCIAL DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read the following Extract from the Proceedings of the Government of India, in the Financial Department, dated 26th April 1862, No. 2,778.

Read a Memorandum from the Auditor General of India, No. 1,766, dated 13th March last, with enclosures, relative to the submission of returns by the local Treasury Officers, and the several Deputy Auditors and Accountants General.

RESOLUTION.—The Governor General of India in Council observes that to secure uniformity of action, to guard against larger demands for returns from local Officers than is absolutely necessary, and to render the forms of those returns as simple and intelligible as possible, the Auditor General submits the following remarks on the returns now required by Government from Deputy Auditors and Accountants General in the Resource Department.

2. "Paragraph 24 of Financial Resolution, No. 126, dated 6th January last, prescribes the submission of a monthly report by each local Administration, stating any material changes in items, either of Receipt or Disbursement, which they may see reason to anticipate; and for this purpose a monthly report is needed from Heads of Departments, to be sent to the Deputy Auditor and Accountant General, by whom the several returns will be submitted to his Government. The return will include only material changes, and when none are anticipated, it would be submitted blank."

3. "It is desirable that each Government should determine, in the first instance, what heads of Departments shall be responsible for these returns, and that these Officers should then be left to take their own measures for ascertaining with accuracy the position, each of his own Department, it being always recollected, in reference to the form of the returns called for from local Officers, that these should be of the most simple description, and embrace only *material changes*. Thus the Board of Revenue in Bengal, or the Financial Commissioner in Non-Regulation Provinces, would probably be looked to for the necessary returns regarding Receipts and Disbursements in the Revenue Departments, the Sudder Court or Judicial Commissioners in the Departments of Law and Justice, the Consulting Engineer or Secretary, Public Works Department, in respect of Public Works and Railroads, the Inspector General of Jails in matters connected with Jail expenditure, and so on."

4. "The form of return heretofore submitted by the several Accountants to the Financial Secretary, appears sufficient for all necessary purposes, and is annexed.* This return should be submitted to the local Government or Administration on a fixed date in every month for revision, when necessary, and transmission to the Financial Department of the Government of India."

* Form A.

5. "The transfer of the duty of making the monthly returns of actual Receipts and Expenditure, and the Resource Estimate, from the Civil Pay Masters to the Deputy Auditors and Accountants General, involves a re-consideration of the form of return which was prescribed for the Civil Pay Master by the Budget and Audit Committee as adapted to the previous arrangements, under which it was necessary to keep the Civil Pay Master informed of the actual progress of the Receipts and Disbursements as well as the Deputy Auditors and Accountants General. A double return of the actual Receipts and Disbursements is no longer necessary, and the local Officers may, therefore, be relieved of the duty of entering in the estimate of ways and means the actual Receipts and Disbursements. It is accordingly proposed to omit the first two columns on each side of the statement, which will then be a simple Estimate† for the 3 months, respectively, following the one in which the return is submitted, and will suffice to keep the Deputy Auditors General duly informed of the prospective position of their several Treasuries, and enable them to regulate the local movement of funds."

† Form B.

6. "The consolidated Estimate, with the additional columns of actual Receipts and Disbursements, as prescribed by the Budget and Audit Committee, was intended to present the earliest possible return, in a reliable form, of the whole of the transactions of the Civil Departments, actual for one and prospective for three months. The fact was overlooked that these returns were submitted to the Civil Pay Master by Treasury Officers only, and that the transactions of such Officers as Salt and Opium Agents, Collectors of Customs, and many others,

FINANCIAL DEPARTMENT.

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RESOLUTION.—The Governor General of India in Council observes that to secure uniformity of action, to guard against larger demands for returns from local Officers than is absolutely necessary, and to render the forms of those returns as simple and intelligible as possible, the Auditor General submits the following remarks on the returns now required by Government from Deputy Auditors and Accountants General in the Resource Department.

2. "Paragraph 24 of Financial Resolution, No. 126, dated 6th January last, prescribes the submission of a monthly report by each local Administration, stating any material changes in items, either of Receipt or Disbursement, which they may see reason to anticipate; and for this purpose a monthly report is needed from Heads of Departments, to be sent to the Deputy Auditor and Accountant General, by whom the several returns will be submitted to his Government. The return will include only material changes, and when none are anticipated, it would be submitted blank."

3. "It is desirable that each Government should determine, in the first instance, what heads of Departments shall be responsible for these returns, and that these Officers should then be left to take their own measures for ascertaining with accuracy the position, each of his own Department, it being always recollected, in reference to the form of the returns called for from local Officers, that these should be of the most simple description, and embrace only *material changes*. Thus the Board of Revenue in Bengal, or the Financial Commissioner in Non-Regulation Provinces, would probably be looked to for the necessary returns regarding Receipts and Disbursements in the Revenue Departments, the Sudder Court or Judicial Commissioners in the Departments of Law and Justice, the Consulting Engineer or Secretary, Public Works Department, in respect of Public Works and Railroads, the Inspector General of Jails in matters connected with Jail expenditure, and so on."

4. "The form of return heretofore submitted by the several Accountants to the Financial Secretary, appears sufficient for all necessary purposes, and is annexed.* This return should be submitted to the local Government or Administration on a fixed date in every month for revision, when necessary, and transmission to the Financial Department of the Government of India."

* Form A.

5. "The transfer of the duty of making the monthly returns of actual Receipts and Expenditure, and the Resource Estimate, from the Civil Pay Masters to the Deputy Auditors and Accountants General, involves a re-consideration of the form of return which was prescribed for the Civil Pay Master by the Budget and Audit Committee as adapted to the previous arrangements, under which it was necessary to keep the Civil Pay Master informed of the actual progress of the Receipts and Disbursements as well as the Deputy Auditors and Accountants General. A double return of the actual Receipts and Disbursements is no longer necessary, and the local Officers may, therefore, be relieved of the duty of entering in the estimate of ways and means the actual Receipts and Disbursements. It is accordingly proposed to omit the first two columns on each side of the statement, which will then be a simple Estimate† for the 3 months, respectively, following the one in which the return is submitted, and will suffice to keep the Deputy Auditors General duly informed of the prospective position of their several Treasuries, and enable them to regulate the local movement of funds."

† Form B.

6. "The consolidated Estimate, with the additional columns of actual Receipts and Disbursements, as prescribed by the Budget and Audit Committee, was intended to present the earliest possible return, in a reliable form, of the whole of the transactions of the Civil Departments, actual for one and prospective for three months. The fact was overlooked that these returns were submitted to the Civil Pay Master by Treasury Officers only, and that the transactions of such Officers as Salt and Opium Agents, Collectors of Customs, and many others,

would never be reported at all to the Civil Pay Master, and that, consequently, his statements of actual Receipts and Disbursements could never be regarded as embracing all accounts."

7. "The Estimate, however, of individual Officers, though very necessary separately as a guide to the Deputy Auditor, in his management of his ways and means, are, in a consolidated form, absolutely useless as a Financial return; for not only are they, as explained in the preceding paragraph, incomplete, but errors, which, in the individual statements are patent or unimportant, being susceptible of remedy by the entries in other district Estimates, are not only accumulated but all means of checking them are lost in the mere process of consolidation; while the really reliable returns submitted by the Auditor General of actual Receipts and Disbursements, are available in an independent form at any equally early date, and the report of all material prospective changes is sufficiently provided for in paragraph 4 of this Memorandum."

8. "For purposes of check, in respect of the direction of the Resource Department, if any check is thought necessary, it would be much better to prescribe the submission of a detailed statement of Cash Balances in each Treasury, actual for one month and prospective for three months, to be made up by the Deputy Auditors from the Estimates submitted by Treasury Officers. This would eliminate many errors, and give a fairly reliable result as to what is in fact the object of all Estimates, the eventual general Cash Balance."

9. "I beg therefore to suggest that in future the following returns only should be required to be submitted, at dates corresponding with those already prescribed."

"*From Treasury Officers.*

1. A Cash balance Report as at present.
2. An Estimate of Receipts and Disbursements for the following three months as at present, without the columns for actuals.
3. The statement of actual Receipts and Disbursements as at present submitted to the Deputy Auditors General.

From Deputy Auditors General.

1. A consolidated Cash Balance Report as at present.
2. An estimated Cash Balance Report, in detail, of Treasuries for the following three months (vide annexed form C.)
3. A monthly estimate of material changes in the chief heads of Receipts and Disbursements.
4. A monthly abstract statement of actual Receipts and Disbursements throughout their jurisdictions as at present.
5. A quarterly adjusted statement as at present."

10. "If these recommendations are adopted, the relief to subordinate Officers will be considerable, and the general convenience of the Department will be promoted, without prejudice, or rather with positive advantage, to the interests of Government."

11. His Excellency the Governor General in Council approves of the abandonment of the monthly returns of the Deputy Auditor and Accountant General described above at paragraph 6, which are represented as defective and incomplete, and, so far as they go, compilations which are really valueless, inasmuch as all the information supplied is presented in a better and more complete form in the monthly returns submitted by the same Officers through the Auditor General, which latter also divide the current transactions from arrears; and directs that the proposed changes be carried into effect from the commencement of the next official year, 1862-63.

Ordered, that a copy of the above, and of the Statements A. B. and C. referred to therein, be sent to the Departments, Governments, Administrations and Officers noted below, for immediate adoption:—

Foreign, Military, Home and Military Finance Departments; Governments of Bengal, North-Western Provinces, Punjab, Madras, Bombay and Straits Settlements; Chief Commissionerships, Central Provinces, British Burmah and Berar; Auditor General of India, Accountant General, Government of India; Deputy Auditors and Accountants General, Bengal, North-West Provinces, Punjab, Madras, Bombay, Hyderabad, Central Provinces.

(A true Extract.)

(Signed) E. DRUMMOND,
Offg. Secy. to the Govt. of India.

FORM A.

Monthly Report of material changes anticipated in Receipts and Expenditure.

Revenues.	Budget Estimate for	Rough Estimate for	Increase.	Decrease.	Remarks.
Land Revenue, including Sayer and Abkaree... ...					
Assessed Taxes..... ...					
Customs... ...					
Salt... ...					
Opium..... ...					
Stamps..... ...					
Mint..... ...					
Law and Justice..... ...					
Police... ...					
Marine..... ...					
Public Works... ...					
Tributes and Contributions on account of Contingents from Native States... ...					
Miscellaneous. { Civil... ... Military..... ...					
Interest..... ...					

Charges.	Budget Estimate for	Rough Estimate for	Increase.	Decrease.	Remarks.
Allowances, refunds and drawback... ...					
Charges against Income.					
Revenue Departments.					
Land Revenue.. ...					
Assessed Taxes... ...					
Customs... ...					
Salt... ...					
Opium... ...					
Stamps... ...					
Allowances and Assignments under Treaties and engagements... ...					
Allowances to District and Village Officers, &c.....					
Miscellaneous... ...					
Contingencies, special and temporary... ...					
Army... ...					
Indian Navy and Marine... ...					
Works of Internal improvements and Public convenience... ...					
Civil Services.					
Public Works... ...					
Salaries and expenses of Public Departments					
Law and Justice... ...					
Police... ...					
Education, Science, and Art... ...					
Political Agencies and other Foreign services.. ...					
Superannuation and retired allowances and gratuities for charitable and other purposes... ...					
Miscellaneous... ...					
Civil Contingencies... ...					
Interest. { Local... ... Imperial... ...					

FORM

RESOURCE

Monthly Estimate of probable Receipts and Disburse

No.	Probable Receipts.	Month of	Month of	Month of	Remarks.
	Cash balance on the 1st of each month.				
I.	Land Revenue, Sayer and Abkaree				
II.	Assessed Taxes				
III.	Customs				
IV.	Salt				
V.	Opium				
VI.	Stamps				
V.	Mint				
X.	Law and Justice				
XI.	Police				
XII.	Marine				
XIII.	Public Works				
XIV.	Tributes, &c.				
XV.	Miscellaneous Civil				
XVI.	Interests				
XVII.	Public Debt				
	1. Local Taxes				
	2. Local funds and other accounts				
	3. Local remittances				
	Cash to be received				
	Bills to be drawn				
	Military Remittances				
	Marine Remittances				
	Public Works Remittances				
XVIII.	Adjusted Receipts on account of other Governments				
XIX.	Remittances from other Governments				
	India				
	Civil				
	Military				
	Bengal				
	North-Western Provinces				
	Punjab				
	Madras				
	Civil				
	Military				
	Bombay				
	Civil				
	Military				
	London				
	General Government of India				
	Post Office Remittances				
	Electric Telegraph do.				
	Total Receipts...				
	Probable Deficiency...				
	Grand Total, Rupees...				

B.

ESTIMATES.

ments of the _____ Treasury for _____ and two ensuing months.

No.	Probable Disbursements.	Month of	Month of	Month of	Remarks.
A.	Allowances, Refunds and Drawback				
B.	Charges against Income.—				
I.	Revenue Departments.—				
1	Land Revenue, Sayer and Abkaree				
2	Assessed Taxes				
3	Customs				
4	Salt				
5	Opium				
6	Stamps				
II.	Allowances and Assignments under Treaties and Engagements				
III.	Allowances to District and Village Officers				
IV.	Miscellaneous				
V.	Civil contingencies				
F.	Civil services				
II.	Salaries and Expenses of Public Depts.				
III.	Law and Justice				
IV.	Police				
V.	Education, Science, and Art				
VI.	Political Agencies and other Foreign services				
VII.	Superannuation and Retired allowances and Gratuities for charitable and other purposes				
VIII.	Marine				
IX.	Miscellaneous				
X.	Civil contingencies, special and temporary				
G.	Interest :—				
H.	Public Debt :—				
1	Local Taxes				
2	Local Funds and other Accounts				
3	Local Remittances				
	Cash to be remitted				
	Bills to be remitted				
	Military Remittances				
	Marine Remittances				
	Public Works Remittances				
I.	Adjtd. Charges on acct. of other Govts.				
J.	Remittances to other Govts.				
	India				
	Civil				
	Military				
	Bengal				
	North-Western Provinces				
	Punjab				
	Madras				
	Civil				
	Military				
	Bombay				
	Civil				
	Military				
	London				
	General Government of India				
	Post Office Remittances				
	Electric Telegraph do.				
	Total Disbursements...				
	Cash Balance on the				
	Grand Total, Rupees...				

FORM C.

Statement of Cash Balances under the Government of

Treasury.	Actual.	Estimated.			Remarks.
	February.	March.	April.	May.	
Each Treasury being entered separately.					

ORDER THEREON, 26th May 1862, No. 402.

Resolved, that a copy of the foregoing Proceedings be furnished to the several Departments noted below with reference to the Orders passed in this Department under date the 15th March last, No. 210, and in view to instructions being issued to the Heads of Departments subordinate to them to the effect suggested in paragraphs 2 and 3 of the Resolution of the Government of India, and for the adoption of the Forms of Statements A, B and C, which accompanied it.

2. The Deputy Auditor and Accountant General, to whom the Resolution of the Government of India has been communicated direct, will issue such subsidiary instructions as may be necessary for giving effect to the proposed changes.

(True Extract.)

A. J. ARBUTHNOT,
Acting Chief Secretary.

To the Military Department.
" Public Works do.
" Revenue do.
" Judicial do.
" Public do.
" Marine do.
" Ecclesiastical do.
" Political do.
" Financial Railway Department.
" Educational do.
" Deputy Auditor and Accountant General.

Exd. F. Cartledge.

100 spare Copies

Rev=1862 Departt.
Pro: of Govt for June.
Nº 1536.

Proceedings of the Madras
Govt. in the Finance
Departt.

Dated 26th May 1862.
Received 28th "

Nº 402.

Communicating
to Govt of India for-
warding Resolution of
that Govt directing the
immediate adoption
of Forms A.B.&C pre-
scribed to be submitted
by Local Treasury
Officers and the Ac-
countant General Auditors
and Accountants
General.—

Nº 1289 12 June

Pros. 22 March 1862 nos 376-377.

Ordered to be communicated to the following
for information and guidance in
communication to the officers
for communication to the Accountant General
with reference to the Proceedings
of this Govt dated 22nd March
1862 Nº 1289.

To the Board of Revenue
" Sir T. Pycroft
" Sir W. Elliot
" Sir H. Maine
" Sir C. Trevelyan
" Commissioner of Salt Customs
" Collector of Madras
" Secretary to the Board of Revenue
" Commissioner of Police

Nº 163 & 164.