

(1) Number of pages 6
(2) Date of repair 28-2-1984
(3) Initials of the Referencer _____

TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

REVENUE DEPARTMENT

G.O. No.	2876	Press.
B.P. No.		Mis.
Dated	25-11-1878	197.

Not to be folded or roughly handled

ACCOUNT CODE, PARTS I & II.

Comptroller General's Office, Calcutta.

Circular No. 26, dated 10th September 1873.

I have the honor to forward to you for circulation the first parts of the Civil Account Code. Part I should be circulated to the heads of offices generally, and Parts I and II combined should be circulated to Collectors (for themselves and their treasury officers), and to Commissioners and other officers who supervise treasury work.

I wish to draw attention to some of the points in which changes have been made, or in which the instructions have been made more definite.

Page 3, Rule 7a (corrected). Special care should be given to this matter, as recent experience has shewn that carelessness in seeing that the rule is observed would often prevent an intended fraud.

Page 14, Rule 7. Officers absent on deputation, as well as officers absent on leave, must be entered in the leave statement. Attention is requested to the directions given for the preparation of that statement.

Page 17, Rule 14 (corrected). Receipts of ministerial officers on travelling allowance bills are not required to be sent to the account office.

Page 69, Rule 17. A new form of daily balance sheet (*viz.*, that used in Bengal) is prescribed, which will supersede the use of the present "Statement of daily cash transactions."

Page 113, Rule 18. A bill presented for payment must be compared by the treasury officer with the advice as well as with the register.

Page 128. The procedure in re-payment of money orders is, in some respects, more guarded.

Page 152, Rule 33, Note; and 153, Rule 39, &c. Attention is drawn to the procedure for removing dead accounts from the district accounts of savings banks.

with copy of the Circular.

Page 219, Rule 18. The procedure in remittances of notes (regarding invoices, &c.) should be observed.

There are some changes also in less important matters, which will no doubt become sufficiently known through the use of the volume as a manual of reference regarding treasury procedure.

Slip No. 1 of corrections and additions accompanies each copy of the Code.

J. WESTLAND,
Offg. Comptroller General.

Govt. Central Press.—No. 223 C. G.—16-9-78.—6,000

Rev 4497/78

22/10/78 N-2276

Financial Department.

2876
2

PROCEEDINGS of the MADRAS GOVERNMENT.

Read the following letter Circular

from the Offg Comptroller General
dated 10th September 1878 No 26, forwarded
under endorsement of the Deputy Com-
ptroller General dated 10th September
1878 No 1239.

Order thereon 5th October 1878 No 1776

Ordered that the share
copy of the circular be sent to
the Revenue Department.

/ True Extract /

N. B. Pigg
By Under Secretary

To
The Revenue Department
with copy of the circular.

Revenue 1870 & 1871

No 4497.

Obbt. of 1878 Madras.

Financial

To

Revenue Department

Dated

5th

Decr 1878, No. 1776

Recd.

12

at

Nos.

No. 1

Forwarding copy of
Circular from Comptroller
General relative to Account
Code, Part 2 and III
Per 1878
dodged

25. Hoof's.