

DEPARTMENT OF PUBLIC WORKS, ONTARIO.

Volume of Work for the years 1871 and 1878.

NATURE OF WORK.	1871	1878
Letters and Reports written	770	1,649
Reports received from Inspectors, Clerks of Works, etc.....	272	307
Certificates issued for payments under contract	190	165
(a) Orders on P. C. Clerk issued	8	173
Papers covered, endorsed, and indexed	983	1,878
Accounts approved and transferred to Treasurer	589	1,124
(b) Accounts entered (7 times each, etc.)	4,123	7,868
Sets of plans prepared	22	25
(c) Sets of tracing copies of plans made	44	50
Specifications prepared	22	25
Copies of specifications made, (three of each)	66	75
Contracts and Bonds prepared (each in Duplicate).....	108	92
(d) Drainage Debentures and applications examined	26
(e) Works conducted under pay list	3	26
(f) <i>See special note.</i>		

(a) Orders on Petty Contingencies Clerk fluctuated according to the policy of the respective Provincial Treasurers, as to method of paying petty accounts. In 1870 and 1871 they were paid by accountable warrants to the Departmental Secretary.

(b) First, entry by architect or engineer in checking and certifying. Second, by account, in checking and marking as to appropriation chargeable to. Third, fourth, and fifth, by Secretary in duplicate abstracts, with accounts to Treasurer, and copy of same retained in Department. Sixth, copy on endorser for filing. Seventh, entry in Departmental Accounts Register. In 1869 to 1873 inclusive, the Immigration accounts were filed with Public Works, but not *after* the latter year. The same applies to papers covered, endorsed, and indexed.

(c) For each set of original plans prepared at least two sets of tracings are prepared for the Contractor, and for the Clerk or Inspector of Works. In addition to these large numbers of detail drawings have to be prepared.

(d) Two copies for attachment to duplicate contracts, and one copy for Clerk or Inspector of Works. In many cases extra copies have had to be prepared.

(e) Such as dredging and blasting in channels of rivers, repairs or construction of dams, slides, piers, and other like works which can only be done with advantage by day labour, and under the immediate control and superintendence of the Department.

(f) A large amount of the work done in the Department cannot be tabulated or any record made of it, such as answering enquiries and making examinations preparatory to checking off accounts, answering letters, etc., and this class of work increases in proportion as the number of works in charge of the Department and the number of its records increase.