

PRINTING AND STATIONERY DEPARTMENT

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 1944

<i>Receipts</i>		£	<i>Payments</i>		£
Sundry debtors	114,319	Salaries	81,057
Publications	1,963	Wages	41,480
Sales—	£		Allowances to officers performing higher duties	480
Stationery	6		Overtime	17,391
Second hand typewriters	9		Purchases—		
Waste products	2		Stores, &c.	14,781
		17	Paper, stationery, &c.	232,449
Refunds—			Freight, cartage, insurance, &c.	30,057
Salaries and wages	786		Machinery, new and repairs to	6,316
Exchange	1		Type metal	36
Postages	36		Type and printing material	18
Stationery	17		Monotype extras	930
		810	Fuel, gas, power, light, and water	2,180
Balance to Treasury Adjustment Account	23,874		Medical services	16
			Office equipment	22
			Postages and telegrams	1,412
			Telephone services	132
			Window-cleaning, rubbish-removal, &c.	59
			Proportion of rent, &c., High Commissioner's Office	400
			Wages: Cleaners, watchmen, &c.	2,496
			Proportion of cost of messengers' uniforms	25
			Audit fee	150
			Repairs to premises	538
			Rent of storage space	3,268
			Maintenance of fire-alarms	8
			Contingencies	2
			Payments in lieu of leave of absence	79
			Public Works Department: Expenditure on building	499
			Refunds to Departments for publications, &c., sold	4,762
		£111,043			£141,043

TRADING ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 1944

<i>Dr.</i>	£	£	<i>Cr.</i>	£
Paper and materials—			Sales—	
Stock at beginning	125,917		Manufacturing	281,203
Add purchases	130,425		Less work in progress, 31st March, 1943	35,196
	256,342			246,007
Less stock on hand, 31st March, 1944	181,850	74,492	Add work in progress, 31st March, 1944	10,646
				256,653
Stationery—			Stationery	122,751
Stock at beginning	38,981		Publications	8,995
Add purchases	108,514		Typewriters	11,158
	147,495			399,557
Less stock on hand, 31st March, 1944	57,100	90,395	Discounts received	336
Publications—				
Stock at beginning	12,609			
Add purchases	2,880			
	15,489			
Less stock on hand, 31st March, 1944	12,008	3,481		
Typewriters—				
Stock at beginning	1,865			
Add purchases	11,233			
	13,098			
Less stock on hand, 31st March, 1944	4,111	8,987		
Wages—				
Productive	77,778			
Establishment	35,686			
Stationery Office	11,727			
Freight (inwards)	20,586			
Insurance	6,076			
Lighting (proportion)	551			
Power	420			
Fuel	643			
Water	167			
	153,634			
Balance to Profit and Loss Account	68,904			
		£399,893		£399,893