

enclosed.

Major T. H. Calkins, and

estimate by the act of January. Very respectfully,

directed which ought to enable the clerks to get off the annual
of all supplies from the 1st to the 31st of December in the amount
I believe it will be possible to stop the inquiries, receipt and issue
issued that they did the best they could under the system in vogue.
time. Repeated warnings were given to the clerks, and I am sat-
satisfied that they were given to the clerks, and that the ledger got off on
estimate can be forwarded on time, and I will see to it that in
will have to be made in the office before here in order that the
taken into consideration. I am satisfied that a radical change
comes time than it does. When the routine work of the office in
that the preparation of the annual estimates could not come at a
as to why the delay occurred. Your office, of course, understands
charges and invite your attention to the reasons set forth therein
and J. H. Menden and J. H. Menden, who have this work in
also, Assistant Superintendent, United States, Department.
I enclose herewith for your information the statement of J. H.
in regard to the delay in forwarding annual estimates of this office.

IN REPLY TO YOUR COMMUNICATION DATED JANUARY 10, 1907.

Sir:-

THE HONORABLE

COMMISSIONER OF INDIAN AFFAIRS

WASHINGTON, D. C.

Feb. 9, 1907.

Carlisle Indian School,
Carlisle, Pa.

W. A. Mercer, Major 11th Cav.,
Superintendent.

Explains why the annual
estimates were not forwarded
on time.

42

True

Feb. 8, 1907.

7

Calkins

13806

OFFICE OF
Indian Affairs
Rec. FEB 11

1907

DEPARTMENT OF THE INTERIOR

UNITED STATES INDIAN SERVICE

INDIAN INDUSTRIAL SCHOOL

CARLISLE, PA.

Feb. 9, 1907.

The Honorable,

Commissioner of Indian Affairs,

Washington, D.C.

Sir:-

In reply to your communication "Finance" dated February 2nd in regard to the delay in forwarding annual estimates of this office, I enclose herewith for your information, the statements of J. R. Wise, Assistant Superintendent, August Kensler, Quartermaster, and J. F. Mackey and S. J. Nori, Clerks, who have this work in charge, and invite your attention to the reasons set forth therein as to why the delay occurred. Your office, of course, understands that the preparation of the annual estimates could not come at a worse time than it does, when the routine work of the office is taken into consideration. I am satisfied that a radical change will have to be made in the office methods here in order that the estimate can be forwarded on time, and I will see to it that in another year such change is made, and that the papers get off on time. Repeated warnings were given to the clerks, and I am satisfied that they did the best they could under the system in vogue. I believe it will be possible to stop the purchase, receipt and issue of all supplies from the 20th ^{or} to the 25th of December in the current quarter, which ought to enable the clerks to get off the annual estimate by the 9th of January.

Very respectfully,

4 enclos.

W. A. Mercer
Major 11th Cav., Supt.

13806

Indian Office,

FEB 11

Incl. No. 2

1907

Very respectfully,

Clerk.

John P. [unclear]

In getting these papers ready at the time required.

accounts, the record for the past year being the best ever made

It has also been almost invariably late with the quarterly

the Estimate and earlier than indicated by these dates.

school, and that this office has never been able to forward

as shown above, as far back as they have been connected with this

From employees of long standing, I learn that it has been

1897
1898
1899
1900
1901
1902
1903
1904
1905
1906
1907

Jan. 21
Feb. 8
Mar. 8
Apr. 2
May 20
Jun. 2
Jul. 28
Aug. 28
Sep. 6
Oct. 7

(3)

DEPARTMENT OF THE INTERIOR,
INDIAN INDUSTRIAL SCHOOL,
OFFICE OF SUPERINTENDENT.

Carlisle, Pa.

February 5, 1907.

Major W. A. Mercer, 11th Cavalry,
Superintendent, Indian Industrial School,
Carlisle, Pa.

Sir:

In explanation of the delay in completing the Estimates for Supplies for the fiscal year, 1908, I have the honor to inform you that until the 20th of January the office employees were at work on the Cash accounts of the second quarter, and had been obliged to work overtime for three weeks previous, in order to get these papers off in time; that even with the best efforts, we were unable to fully complete the accounts, and the Property papers and some of the cash papers were not ^{completed} till some days later. While at work on the quarterly papers it was utterly impossible to do anything with the Estimate as all our time and attention was fully taken up, day and night, and any interference would have prevented the sending of the quarterly papers promptly.

I submit a list of dates from the records of this office showing the time of sending the Estimate for supplies each year for ten years past.

(2)

1898	Feb. 7
1899	Feb. 6
1900	Jan. 28
1901	Jan. 28
1902	Feb. 3
1903	Jan. 30
1904	Feb. 5
1905	Feb. 8
1906	Feb. 6
1907	Jan. 31

From employees of long standing, I learn that it has been as shown above, as far back as they have been connected with this school, and that this office has never been able to forward the Estimate any earlier than indicated by these dates. It has also been almost invariably late with the quarterly accounts, the record for the past year being the best ever made in getting these papers ready at the time required.

Very respectfully,

John F. Mackey.
Clerk.

13806

Indian Office,

FEB 11

Incl. No. 3

1907

DEPARTMENT OF THE INTERIOR

INDIAN INDUSTRIAL RECORD

Office of the Commissioner of Indian Affairs

Washington, D.C.

February 11, 1907

Very respectfully,
The Commissioner of Indian Affairs,
Washington, D.C.

Enclosed for the Commissioner of Indian Affairs are two copies of the report of the Indian Industrial Record for the year 1906. The report contains a list of the names of the Indian industrialists who have been registered for the year 1906, and a list of the names of the Indian industrialists who have been registered for the year 1905. The report also contains a list of the names of the Indian industrialists who have been registered for the year 1904, and a list of the names of the Indian industrialists who have been registered for the year 1903.

DEPARTMENT OF THE INTERIOR,

INDIAN INDUSTRIAL SCHOOL,

OFFICE OF SUPERINTENDENT.

Dr Mr.

Lesbiste Pa.

February 5th 1907

To the Supt.

Sir.

In answer to request for explanation why annual estimate for supplies was delayed, I have the honor to state estimate was made up prior to 10th Jan except in column showing amount on hand Dec. 31st 06, by reason that Property Return for 2nd Quarter 1907 was not completed. which delayed making copies required.

Very respectfully
August Kessler
I. M.

Indian Office,

FEB 11

Incl. No.

1907

13806

DEPARTMENT OF THE INTERIOR,

INDIAN INDUSTRIAL SCHOOL,

OFFICE OF SUPERINTENDENT.

Carlisle, Pa., Feb. 7, 1907.

Major W. A. Mercer,
Superintendent.

Sir:

Referring to the letter of the Indian Office dated the 2nd instant in regard to the delay in forwarding our annual estimates, and complying with your request for a statement in explanation, I have to say that the preparation of this estimate was pushed with all possible expedition and that the delay was unavoidable. The matter was at no time lost sight of. Promptly upon the receipt of the blanks and accompanying letter of instructions the same were brought to the attention of the Quartermaster and Financial Clerks upon whom the work of preparing and procuring the data for these papers devolved, and their attention was specially called to the date limit, January 10th, and to the contents of the yellow slip. They were enjoined to so plan their work as to comply strictly as to the date if it were at all possible.

Again about January 7th, you will recall, the question of preparing, or rather completing the estimates was discussed, and it was ascertained that, as the property return had to be made up and completed first, to take the needed time then to make up the property return and estimates would greatly delay the cash papers and involve the almost certain risk of preventing their being forwarded within the time required by law.

I deem it proper to remark here that for two weeks prior to the time last referred to the office force, and especially those having to do with the quarterly papers, had been working extra hours and at almost all hours in the endeavor to expedite the work, and they continued to do so until the cash returns, property returns and annual estimates had gone forward.

The difficulties of getting out the required papers were, of course, very greatly increased by the large amount of extra work entailed during the past six or seven weeks in connection with the accounts of individual Indian pupils and miscellaneous accounts. Under the conditions prevailing the office force did the best it could and fairness compels me to say the clerks deserve praise for the work done and results accomplished during the time in question.

While during the past ten years the estimates from this school have gone forward on various dates between January 28th and February 8th, I do not for a moment feel that this fact should be urged as an excuse for the estimates being late this year. It does, however, emphasize the fact that for this school, at least, and with its present clerical force the date fixed, January 10th, is a most inopportune one.

I believe that as compared with most other schools and agencies, if not all of them, conditions here are somewhat exceptional. Our large cash and property returns speak for themselves. A greater percentage of our supplies are bought in open market or by contracts made here, all of which and especially the contracts, impose much

additional work. Again, the practice which has prevailed here for years of settling with local and outside dealers for all supplies and services furnished and rendered during the quarter, the bills for which are often rendered several days or even a week after the close of the quarter, greatly retards the completion of cash and property papers. It has not been possible nor has it been deemed advisable to correct this condition altogether. There is also an exceptionally large amount of correspondence and other current work not usually found at other schools and agencies, coming through this office, which must be attended to by the clerks, thereby greatly retarding the work of getting out the quarterly and other returns. It is thought that nearly if not fully half of the time of the financial clerks is necessarily taken up with such current work even after work on the quarterly and other papers is begun, and often whole days are thus consumed, so that progress on the returns is only made by working nights and out of office hours.

I wish to add that plans have been formulated whereby it is believed that by a rearrangement of the work and by making special details of employes the estimates can be prepared and forwarded another year by January 10th, if that date is adhered to. The plans involve not only the discontinuance of all purchasing and issuing of supplies not later than Dec. 25th, but also that all bills for supplies be presented on or before that date. Then by the detail of one of the financial clerks together with some other employe to work with the quartermaster exclusively on the property return and estimates,

and the detail of one or two employes (in the place of the office clerk detailed to the quartermaster) to assist in the office on the cash papers, it is believed all the requirements as to forwarding returns can be met.

Very respectfully,

J. R. Wise

Assistant Superintendent.

JRW-S

we had finished the cash and property accounts.
circumstances, it was necessary to take up this work after
of the Assistant Superintendent, but on account of the existing
P.S. formerly the Annual Estimates were made under the supervision

Clerk, Financial Department.

Very respectfully,

its signature.

Indian Office will fully appreciate the above as set forth and will
endeavors to fully comply with the regulations and first that the
in our department, we aim to do our best and render our earnest
and heretofore it has never found cause to question our delinquency.
submitted during the latter part of January or early in February,
note that the Annual Estimates from this school has generally been
if the Indian Office will carefully examine its record it will
under the conditions as given above.

Estimate completed on Jan. 10, 1907, would be physically impossible
you will therefore perceive that in order to get the Annual
and the same was submitted to the office, Jan. 23, 1907.

possible moment, working at it out of regular hours until completed
The property account was therefore finished at the earliest

The articles must therefore of necessity appear on the property
after, and we endeavor to pay all bills that come within the quarter.
outstanding bills do not come to hand till sometimes nearly a week
scribed time, for the reason that at the end of each quarter, the
hundred headings and it is no small task to finish it in the per-
We have a large property return, having some over eighteen

-----S----- W.A. Mercer, Superintendent.

Indian Office,
FEB 11
Incl. No.

1907

13806

DEPARTMENT OF THE INTERIOR,

INDIAN INDUSTRIAL SCHOOL,

OFFICE OF SUPERINTENDENT.

Carlisle, Pa., Feb.5, 1907.

W.A. Mercer, Supt.
Indian Industrial School,
Carlisle, Pa.

Dear Sir:-

Referring to Indian Office letter dated Feb.2, 1907, relative to delinquency of the Annual Estimate for the fiscal year, 1908, I have to respectfully make the following explanation thereto:

It has been the policy of the financial department of this school, during the time that I have been connected with it, to finish the cash account as soon as possible after the end of the quarter, and to that end the property account has been sacrificed and has naturally been in arrears.

Owing to the urgent need of your Assistant Superintendent and other clerks in the matter of the Individual Indian Moneys, during the time when Mr. McKey and myself were endeavoring to get out the cash papers, we could not secure any help outside of what little assistance we received from Miss Weakley when she was not occupied with her other duties.

The Estimates had long being made out by Mr.Kensler in pencil, and was only awaiting the completion of the property account which is necessary to have with the Annual Estimate in order to show the balance on hand at that time as required by the Annual Estimate blanks.

It therefore devolved on me to get the property account out as soon as possible, because Mr.McKey was busily engaged with the Cash Account.

-----2----- W.A. Mercer, Superintendent.

We have a large property return, having some over eighteen hundred headings and it is no small task to finish it in the prescribed time, for the reason that at the end of each quarter, the outstanding bills do not come to hand till sometimes nearly a week after, and we endeavor to pay all bills that come within the quarter. The articles must therefore of necessity appear on the property return during the quarter received.

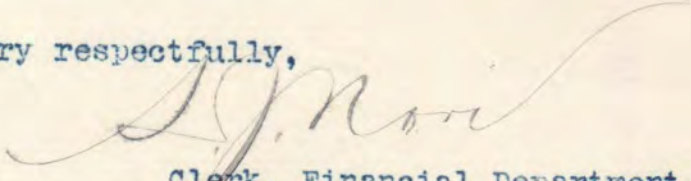
The property account was therefore finished at the earliest possible moment, working at it out of regular hours until completed and the same was submitted to the office, Jan.22, 1907.

You will therefore perceive that in order to get the Annual Estimate completed on Jan.10, 1907, would be physically impossible under the conditions as given above.

If the Indian Office will carefully examine its record it will note that the Annual Estimates from this school has generally been submitted during the latter part of January or early in February, and heretofore it has never found cause to question our delinquency.

In our department, we aim to do our best and render our earnest endeavors to fully comply with the regulations and trust that the Indian Office will fully appreciate the above as set forth and waive its censure.

Very respectfully,


Clerk, Financial Department.

P.S. Formerly the Annual Estimates were made under the supervision of the Assistant Superintendent, but on account of the existing circumstances, it was necessary to take up this work, after we had finished the cash and property accounts.