

accounts of the annual revenues and expenditures of every class and description, under the proper heads thereof, according to such forms as under the provisions of the Constitution he may prescribe.

12. He shall keep fair and accurate records of all public accounts adjusted by him, or returnable to or kept in his office.

13. He shall keep safely all vouchers and copies of letters written by or to him in the performance of his official duties, and a record of his official proceedings, and the books and papers of his office shall at all times be subject to the inspection of the Governor and the members of the Legislature.

14. He shall obtain from all public officers, and from all bodies politic and corporate who have heretofore made their report and returns to the Governor or Treasurer, full reports from time to time, concerning the revenues or taxes of the State, and all such papers or copies of papers pertaining to the revenue or taxes thereof, which he may deem necessary.

15. He shall keep an account between the State and the Treasurer, who shall be charged therein with the balance in the treasury at the time said account is commenced, and all moneys received by him, and shall be credited with all warrants drawn on and paid by him.

16. He shall, at least once in every month, carefully examine the accounts of debts and credits kept in the books of the Treasurer, and shall procure from the bank in which the public funds may be deposited, monthly statements of all moneys deposited by, or drawn out by the Treasurer; which statements the bank is hereby required to furnish.

17. Every warrant drawn by the Comptroller on the Treasurer for the disbursement of money, to be valid, shall express upon its face the purpose for which it is drawn, and the act of the General Assembly by which the appropriation is made, and the Comptroller shall keep an abstract of every warrant so drawn by him, and also of every warrant drawn by him in favor of the Treasurer for the payment of money into the treasury for the use of the State, and a duplicate of each warrant drawn for the receipt of money into the treasury shall be kept and preserved by the Treasurer as his voucher for the receipt thereof.