Financial (1899) Department.

ORDINARY PRINTED.

G.O., No. 942

Dated 29.8.99.

INDEXED.

182/183 (statements)

[Dospatch Abstract.]

Stationery Rules.

Passing orders on ~~certain~~ proposals for ~~the~~ certain alteration in ~~of~~ the present ~~St~~ —.

F
1.8.99

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Government (1899) of Madras.

FINANCIAL.

Recd. } 1899. *Enclosures*

Regd. *Spare copies*

G.O., No. 942, 29th August 1899.

AUGUST.

Stationery Rules.

Passing orders on proposals for certain alteration in the present —.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—*the following papers :—*

From the Superintendent, Gun Carriage Factory, dated 13th March 1899, No. O/6782.
Endorsement from the Public Department, dated 15th March 1899.
From the Chief Engineer and Joint Secretary to Government, Public Works Department, Irrigation Branch, dated 17th March 1899, No. 107.
From the Board of Revenue (Land Revenue), dated 14th March 1899, Mis. No. 905.
Endorsement from the Revenue Department ,, 21st ,, ,, ,, ,, 1190.
From the Superintendent, Government Press, dated 24th March 1899, No. 1173.
Endorsement from the Public Department, dated 28th March 1899.
From the Director of *Public* Instruction, dated 23rd March 1899, No. 3535.
Endorsement from the Educational Department, dated 28th March 1899, No. 170.
From the Inam Commissioner, dated 24th March 1899, No. 473.
,, Board of Revenue (Land Revenue and Agriculture), dated 29th March 1899, Ref. No. 76.
,, Board of Revenue (Separate Revenue), dated 10th March 1899, Mis. *No.* 1018.
,, Superintendent of Stationery, dated 11th April 1899, No. 841.
,, Inspector-General of Ordnance, dated 15th April 1899, No. 672-E.
,, *Deputy Adjutant-General, dated* 20th April 1899, No. R.A.—6414.
,, Inspector-General of Prisons, dated 13th April 1899, No. 2233.
,, Superintendent, Gun Carriage Factory, dated 21st April 1899, No. A/436.
,, ,, of Stationery, dated 18th April 1899, No. 924.
,, ,, ,, ,, 26th April 1899 ,, 1001.
,, Board of Revenue (Land Revenue), dated 14th April 1899, Ref. No. 119-*Forests*.
,, ,, (,,), dated 25th April 1899, Ref. No. 24.
,, ,, (,,) ,, 25th ,, No. 123.
,, ,, (,,) ,, 27th ,, ,, 128.
,, Registrar, High Court, Madras, dated 3rd May 1899, No. 709.
,, Superintendent, Government Museum, dated 24th April 1899, No. 296.
Endorsement from the Educational Department, dated 5th May 1899, No. 233.
From the Inspector-General of Ordnance, dated 6th *May* 1899, No. 1929-E.
,, Board of Revenue (Revenue Settlement), dated 2nd May 1899, No. 2184.
Endorsement from the Revenue Department, dated 8th May 1899, No. 1708.
From the Superintendent of Stationery, dated 8th May 1899, No. 1101.
,, ,, ,, ,, 10th ,, ,, ,, 1125.
,, Inspector-General of Ordnance, dated 15th May 1899, No. 2335.
,, Board of Revenue (Land Revenue), dated 2nd May 1899, No. 133.
,, ,, (,,) ,, ,, ,, 135.
,, Superintendent of Stationery, dated 31st May 1899, No. 1301.
,, ,, ,, ,, 3rd June ,, ,, 1326.
,, Controller of Military Accounts, dated 2nd June 1899, No. 1399.
,, Board of Revenue, (Revenue Settlement), dated 22nd May 1899, No. 2467.
,, ,, (Land Revenue), dated 20th May 1899, No. 156.
,, ,, (,,) ,, 25th ,, ,, ,, 160.
,, Superintendent, Gun Carriage Factory, dated 10th June 1899, No. 1341.
,, Chief Engineer for Irrigation, T. R. S. ,, 7th ,, ,, ,, 1078.
,, Superintendent of Stationery, dated 10th *June* 1899, No. 3226.
,, ,, of Madras Survey, dated 6th June 1899, No. 74-G.
,, Board of Revenue (Separate Revenue), dated 16th June 1899, No. 2718.
,, ,, (Revenue Settlement), dated 13th June 1899, No. 2884.
,, Director of Public Instruction, dated 15th *June* 1899, No. 6632.
,, Joint Secretary to Government, Public Works Department, Irrigation Branch, dated 13th July 1899.
Endorsement from the Revenue Department, dated 15th July 1899, No. 968.

From the Controller of Military Accounts, *dated 15th July 1899*, No. 2368.
,, Board of Revenue (Land Revenue), dated 10th July 1899, A. *No.* 222-Ref.
Endorsement from the Revenue Department, dated 18th July 1899, No. 2652.
From the *Revenue Department*, dated 25th July 1899, R. No. 1014.
,, Deputy Adjutant-General, *dated 5th August 1899*, No. 2643.
,, Inspector-General of Registration, dated 8th August 1899, G. *No.* 6022.
,, Board of Revenue (Land Revenue), dated 19th July 1899, A. No. 239-Ref.
Endorsement *from the* Revenue *Department*, dated 11th August 1899, R. No. 1069.
From the Board of Revenue (Revenue *Settlement*), *dated* 2nd August 1899, No. 3824-Mis.
Endorsement from the Revenue Department, dated 12th August 1899, Mis. *No.* 2940.
From the Revenue Department, dated 11th August 1899, Mis. No. 2913.
,, ,, ,, 12th ,, Mis. No. 2955.
Endorsement from the Revenue Department, *dated 19th August 1899*, Mis. No. 3004.
From the Board of Revenue (Land Revenue), dated 24th July 1899, *No.* 247-*Ref.*
Endorsement from the Revenue Department, dated 19th August 1899, Mis. No. 3016.
From the *Superintendent, Gun* Carriage Factory, dated 23rd August 1899, No. 2668.
,, Board of Revenue (Land Revenue), *dated* 9th August 1899, No. 263-Ref.
Endorsement from the Revenue Department, dated 22nd August 1899, R. No. 1144.

ORDER—No. 942, Financial, dated 29th August 1899.

The papers read above relate to proposals regarding the alteration of the Stationery Rules. These *proposals*, with the exception of those contained in the papers mentioned in the next paragraph, are *summarized* in the appendix to these proceedings, column 7 of which contains the decision of *Government* in each case.

2. The communications noted below will be *forwarded* to the Superintendent of Stationery for remarks :—

Letter from the Director of Public Instruction, dated 22nd July 1899, No. 8228.
,, ,, Director of Public Instruction, dated 8th August 1899, No. 8812.
,, ,, Commissioner for Government Examinations, dated 10th August 1899, No. 111—1-D.
,, ,, Director of Public Instruction, dated 10th August 1899, No. 8925.
,, ,, Director-General of Telegraphs, Calcutta, dated 17th August 1899, No. 5799.

3. The Superintendent will now arrange for the early issue of a revised edition of the Stationery Rules.

(True Extract.)

G. STOKES,
Chief Secretary.

To the Superintendent of Stationery.
,, all Departments of the Secretariat.
,, the Accountant-General.
,, the Postmaster-General.

Exd. P. Seetharam.

[Appendix.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A (page 16.)	I. Superintendent of Stationery.	(1) That the supply of "Brown Cartridge, Royal, 46 lb.," which is restricted to the Board of Revenue, may be extended to Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster.	(1) At page 16 against "Brown Cartridge, Royal, 46 lb., 25″ × 20″," insert "Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster."	......	......	The proposal of the Superintendent of Stationery is approved.
Do.	Do.	(2) That the supply of "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," which is restricted to the Secretariat, may be extended to the Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps.	(2) At the same page against "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," insert "Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps."	......	......	Do. do.
Do. (page 18.)	Do.	(3) That the supply of "File Books" which is at present restricted to "Hospitals" may be made *general* on the score of economy.	(3) At page 18 against "Half-bound File Books" insert "General."	......	......	Do. do.
Do.	Do.	(4) That the supply of "*Covers*, Official Demy No. 1, Official Foolscap No. 2, 8½″ × 3¾″, and Official small 5½″ × 3¼″," which are restricted to "Schools and Hospitals," may be made *general*, as there would not only be a saving of labour in the several offices but economy in the long run.	(4) At page 18 against the items "Official Demy No. 1," "Official Foolscap No. 2, 8½″ × 3¾″", and "Official small 5½″ × 3¼″," omit "Schools and Hospitals" and insert "General."	......	......	Do. do.
Do. (page 19).	Do.	(5) That "Blackwood's Red Ink" which is restricted to "Account offices" should be extended to the "Account branch" of every Collector's office and of other offices for passing bills and pay abstracts and for entering totals in account books, and to the office of the Superintendent of Family Payments and Pensions.	(5) At page 19, for the present entry against "Blackwood's Red Ink" substitute "the Account branch of every Collector's office and of other offices, and the office of the Superintendent of Family Payments and Pensions."	......	......	Do. do.
Do. (page 20).	Do.	(6) That the supply of "Endorsing Ink" which is restricted to the "Revenue Secretariat" may be extended to the Deputy Adjutant, Madras Command.	(6) At page 20 against "Ink, Endorsing" insert "The Deputy Adjutant, Madras Command."	......	......	Do. do.
Do.	Do.	(7) That "Printing Ink, Black" may be made an article of *general* supply as it is required by all officers in connection with the recording of finger tip impressions.	(7) At page 20 against "Printing Ink, Black" insert "General."	......	......	Do. do.
Do. (page 23).	Do.	(8) That "Pencil eraser" (or Vulcanized rubber) may be made an article of general supply on the score of economy.	(8) At page 23 against "Pencil eraser" insert "General," "Public Works Department and Survey and Garrison Instructor" being inserted against "Ink eraser" and "Ink and pencil eraser" only.	......	......	Do. do.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A (pages 17, 23, 24 and 25).	I. Superintendent of Stationery.	(9) That for the offices of the Deputy Adjutant-General, Madras Command, and the Deputy Assistant Adjutants-General, Rangoon, Belgaum, Bangalore, Secunderabad and Wellington, DRAWING PAPERS, and Materials such as Tracing Cloth, Drawing Pens, Drawing Pins, Ink and pencil erasers, may be supplied.	(9) At page 17, under "*Paper, Drawing*"; at page 24, against "Tracing Cloth"; at page 24, against "Pins, Drawing"; at page 25, against "Pens, Drawing"; and at page 23, against "Ink and pencil eraser," insert "Offices of the Deputy Adjutant-General, Madras Command, and the Deputy Assistant Adjutants-General, Rangoon, Belgaum, Bangalore, Secunderabad and Wellington."	......	......	The proposal of the Superintendent of Stationery is approved.
Appendix A.	II. Board of Revenue (Separate Revenue).	(1) That the following articles may be included in the Stationery Rules as articles of supply to the Separate Revenue Department:— Paper, Lithographic, Double Royal, 80 lb. Tracing paper. Section paper. Levelling and Survey books. Drawing and Mathematical Instruments. Drawing Pencils. Colour boxes. Brushes. Ink and pencil erasers. Paper-fasteners, Brass. Sponge, ordinary, 1 oz. pieces. Long Cloth. Tracing Cloth. Measuring Tapes. Foot-rules, ordinary, 2 feet. Printing Ink, (black, blue and red). Postal Scales with weights.	(1 and 2). In appendix A to the Stationery Rules insert against each article mentioned under proposal (1) "Salt, Abkári and Customs Department" and against those in proposal (2) "Board of Revenue (Separate Revenue)."	Proposals (1) except as regards Postal Scales, and (2) except as regards Wax cloth, Superior may be approved. As regards wax cloth, superior, referred to in proposal (2), I would submit that the Board is under a misapprehension in the matter. The cloth supplied to the Telegraph Department is white wax cloth obtained from Calcutta at a cost of 3½ annas per yard. The usual wax cloth manufactured by the Jail Department costs 6 annas a yard and is vastly superior for packing purposes to the Calcutta-made article which is light in texture and in waterproofing and stands but a small strain. The Jail Department has recently been addressed in view to an improvement in the manufacture of wax cloth being effected.	Same addenda as No. (1) except as regards Postal Scales and as No. (2) except for Wax cloth, Superior.	(1) *Vide* remarks under item No. I (7) as regards "Printing Ink, Black". The general supply of postal scales has already been sanctioned in G.O., No. 177, Financial, dated 23rd February 1898, and the necessary addition will be made to the Stationery rules in the next edition which will issue shortly. The supply of the other articles to the Board of Revenue (Separate Revenue) is sanctioned.
		(2) That the Board's office (Separate Revenue) may be supplied in future with the following articles:— Paper, Writing, Imperial, Machine-made. Blackwood's Red ink (for account section). Wax cloth, Superior and Lithographic Materials, such as Transfer Ink, Transfer paper, Lithographic Ink fine, Lithographic pens and holders, Lithographic Varnish, Pumice stone, Snake stone, Sponge, Zinc sheets, Wooden scrapers and leather.				(2) *Vide* remarks under item No. I (5) as regards "Blackwood's red ink". The attention of the Board of Revenue will be drawn to the remarks of the Superintendent of Stationery as regards the supply of wax cloth. The supply of the other articles to the Board's office (Separate Revenue) is sanctioned.
		(3) That Deputy and Assistant Commissioners be supplied with "Blue-black Ink." (4) That corrections in appendix A to the Stationery Rules in accordance with G.O., No. 177, Financial, dated 23rd February 1898, directing the supply of Gum to all mofussil offices, of Gum bottles with brushes to all officers drawing a salary in excess of Rs. 250 and of Postal scales generally may be ordered to be made.	No addendum is necessary for proposals (3) and (4) as the sanction asked for was accorded in G.O., No. 1016, Financial, dated 7th November 1898, and the corrections have been carried out as stated in this office letter to Government recorded in G.O., No. 1244, Finl., dated 17th Dec. 1898.	Proposals Nos. (3) and (4) have already been sanctioned in G.Os., No. 1016, Financial, dated 7th November 1898, and No. 177, Financial, dated 23rd February 1898, and the necessary corrections carried out—*vide* G.O., No. 1244, dated 17th December 1898.	......	(3) Already sanctioned. *Vide* G.O., No. 1016, Financial, dated 7th November 1898.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A.	II. Board of Revenue (Separate Revenue).	(5) That "Gum Arabic" be supplied to gazetted officers in the Board's office.	(5) At page 24 against "Gum Arabic," insert "Gazetted officers of the Board of Revenue (Separate Revenue)".	I would remark that "Gum Arabic" is used for a special purpose in the Gun Carriage Factory and the Survey Department. The cost of it is As. 12 a pound, as against 2½ annas, the price of ordinary office gum. It would be an invidious distinction to sanction "Gum Arabic" for the use of the gazetted officers of the Separate Revenue Branch of the Board only, and to make it an article of general supply to gazetted officers would involve a considerable increase of expenditure for which I see no justification. In every consignment of ordinary office gum that leaves the Stationery stores there will be found a quantity of pure, clear gum which the most fastidious gazetted officer should find good enough for ordinary use. The matter is entirely in the hands of the office Muchi.	......	The Government agrees with the Superintendent of Stationery.
		(6) That the Commissioner, Secretary and Assistant Secretary as "Heads of Departments" be supplied with "Cachet Crampons" and the requisite seals.	(6) In the addendum to appendix A, enter "Cachet Crampon" and against it insert "Commissioner, Secretary and Assistant Secretary, Board of Revenue (Separate Revenue)."	The proposal may be approved.	Same addendum as in col. 4.	Sanctioned.
		(7) That "Finger tip apparatus" may be supplied to important sub-factories remote from circle head-quarters and for use wherever necessary	(7) In the addendum to appendix A, insert at the end "Finger tip apparatus," and against it insert "Important sub-factories of the Salt Department remote from circle Head-quarters."	Do. do.	Do. do.	The question will be remitted to the Pension Department for consideration.
Do. (pages 21 and 26).	III. Board of Revenue (Land Revenue—Forest).	(*a*) That Forest Settlement-officers be supplied with— (1) Drawing Pencils. (2) Box wood plotting scale 50 feet to an inch.	(*a*) (1) At page 21 against "Drawing Pencils," insert "Forest Settlement-officers." (2) At page 26 against "Scales, plotting, &c." under "*Drawing and Mathematical Instruments,*" insert "Forest Settlement-officers."	......	......	Sanctioned.
Do. (page 23).	Do.	(*b*) That "Ink and pencil erasers" may be supplied to Draughtsmen employed in District Forest offices.	(*b*) At page 23, against "Ink and pencil eraser" insert "Draughtsmen employed in District Forest offices."	There is no objection to the Draughtsmen being supplied with Ink and pencil erasers as their work is similar to that of Draughtsmen in the Public Works Department.	Same addendum as in col. 4.	Sanctioned.
Do. (pages 23 and 24).	Do.	(*c*) That the District Forest-officer, Tinnevelly, be supplied with— (1) Long Cloth, (2) Tracing Cloth, (3) Ink and pencil erasers.	(*c*) (1 & 2) At page 24 against "Long Cloth" and "Tracing Cloth," insert "the District Forest-officer, Tinnevelly." (3) At page 23 against "Ink and pencil eraser" insert "District Forest-officer, Tinnevelly."	......	......	The supply of long cloth and tracing cloth to all District Forest-officers is sanctioned.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A (page 18).	III. Board of Revenue (Land Revenue—Forest).	(*d*) That File Books may be supplied to the District Forest Officer, Ganjám.	(*d*) At page 18, against "Half-bound File Books" insert "District Forest Officers."	The request may be granted. The supply should apparently be extended to all District Forest officers.	Same addendum as in col. 4.	(*d*) *Vide* remarks under item No. I (3).
Do. (page 19).	IV. Board of Revenue (Land Revenue).	(*a*) That 15 jars of Blackwood's Red Ink may be supplied as the Board's office should be treated as an account office.	(*a*) In page 19, against "Blackwood's Red Ink" insert "Board of Revenue (Land Revenue)."	The proposal may be sanctioned.	Same addendum as in col. 4.	(*a*) *Vide* remarks under item No. I (5).
Do. (page 24).	Do.	(*b*) That Paper-fasteners are a necessary adjunct to the system of flagging references and that 100 gross of them may be sanctioned for the Board's office.	(*b*) At page 24, against "Paper-fasteners, Brass," insert "Board of Revenue (Land Revenue)."	The sanction asked for may be accorded.	Same addendum as in col. 4.	(*b*) Sanctioned.
		(*c*) That Tahsildars may be supplied with tracing cloth.	(*c*) At page 24 against "tracing cloth" insert "Tahsildars".	......	......	(*c*) Sanctioned.
Do. (pages 19 and 23).	V. Board of Revenue (Settlement Department).	(*a*) That Ink erasers (6) and Red Ink jars (6) be supplied to the Board's office.	(*a*) At page 23 against "Ink eraser" insert "Board of Revenue (Revenue Settlement)". At page 19 against "Blackwood's Red Ink" insert "Board of Revenue (Revenue Settlement)."			(*a*) *Vide* remarks under items Nos. I (5) and I (8).
Do. (page 27).	Do.	(*b*) That "Measuring Tapes" may be made an article of supply to Minor Irrigation Maistries.	(*b*) At page 27 under "*Drawing and Mathematical Instruments*" in the end enter "Measuring Tapes" and against it insert "Minor Irrigation Maistries."			(*b*) The Board of Revenue will, in consultation with the Chief Engineer for Irrigation, draw up a statement of the requirements of Minor Irrigation establishments generally and forward the same to the Superintendent of Stationery for embodiment in the Stationery rules in lieu of the present Appendix U.
Do. (pages 15, 16, 19 and 24).	VI. Inspector-General of Ordnance, Madras Command.	That he may be supplied with the following articles:— (1) *Paper, Writing*, Medium, Hand-made, Blue-laid, 22″ × 17½″, 34 lb., for the preparation of Home Indents.	(1) At page 15, against "Medium, Hand-made, Blue-laid, 34 lb.," under "*Paper, Writing*" insert "Inspector-General of Ordnance, Madras Command."	The proposal in column 3 may be approved with the exception that the supply of Blackwood's red ink should be restricted to the "Account" section of the office.	Same addenda as Nos. 1, 2 and 3 in column 4. At page 19, insert "Office of Inspector-General of Ordnance," Madras Command, "Account Section" against "Blackwood's Red Ink."	(1) to (3) Sanctioned.
		(2) Paper, Octavo, Post, Machine-made, thin, superfine, for economising postage in demi-official correspondence.	(2) At page 15, after Octavo, Post, Cream-wove (Crown Vellum)," insert "Do. thin, superfine," and enter against it "Inspector-General of Ordnance, Madras Command."			
		(3) *Papers, Coloured*, Double Foolscap, 27″ × 17″, 25 lb., yellow and red, for preparing "urgent" and "confidential" slips.	(3) At page 16, against "Double Foolscap, yellow, 25 lb." and "Double Foolscap, red, 25 lb.", under "*Paper, Coloured*" insert "Inspector-General of Ordnance, Madras Command."			
		(4) Blackwood's Red Ink, as the red-ink powder is found unsuitable.	(4) At page 19, against "Blackwood's Red Ink" insert "Inspector-General of Ordnance, Madras Command."	......	......	(4) *Vide* remarks under item No. I (5).
		(5) Tracing Cloth, dull, black, in rolls of 24 yards.	(5) At page 24, against "Tracing Cloth" insert "Ordnance Department."	The proposals may be approved.	Same addendum as in col. 4.	(5) to (7) Sanctioned.
		(6) Binder's Cloth for making cases for preserving records.	(6) At the same page against "Binder's Cloth" insert "Ordnance Department."			
		(7) Straw-boards for making cases for preserving records.	(7) At page 19, against "Straw-boards" insert "Ordnance Department."			

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A (pages 19 and 24).	VII. Superintendent, Gun Carriage Factory.	(*a*) That the following articles may be included as articles of supply to his department:— (1) Straw-boards } for making (2) Calico Cloth } record cases. (3) Long Cloth 36″ wide for mounting drawings. (4) Gum bottles for the use of officers and the office. (5) Paper-fasteners, Brass, for the use of records.	(*a*) (1) At page 19 against "Straw-boards" insert "Gun Carriage Factory." (2) At page 24 against "Binder's Cloth" insert "Gun Carriage Factory." (3) At the same page against "Long Cloth" insert "Gun Carriage Factory." (4) The supply of Gum bottles to the Factory does not necessitate any addition as sanction is conveyed by G.O., No. 177, Financial, dated 23rd February 1898. (5) At page 24 against "Paper-fasteners, Brass," insert "Gun Carriage Factory."	(*a*) The proposal to supply the Factory with the articles mentioned in column 3 may be approved in the circumstances explained by the Superintendent with the exception of the two extra Gum bottles for the use of the office.	(*a*) Same as in column (4) ...	(*a*) These articles are included in the list referred to in proposal (*b*) below.
Do. (pages 16, 17, 23 and 24).	Do.	(*b*) A list of special articles required for drawing, sketching, heliograph, lithograph and record purposes is submitted, and it is requested that those articles may be supplied according to the scale proposed.	(*b*) Insert at the end "Appendix A, Special articles to be supplied to the Gun Carriage Factory, Madras," and enter the list as forwarded by the Superintendent.	(*b*) Of the articles enumerated in the list, "Transfer paper," "Gum Arabic," fine and "*Sponge*, Best, Turkey" are among the articles of supply sanctioned for the "Gun Carriage Factory"—*vide* Appendix A to the rules. *Paper*, *Printing*, Royal, fine, thick, 28 lb., is not kept in stock; 32 lb. paper of the same quality can be supplied instead. Lithograph Medium drawing paper is an obsolete article. Imperial paper can be supplied in lieu. The other articles mentioned may be supplied.	(*b*) Same addendum as in column 2 and omit from Appendix A, articles "Transfer paper", "Gum Arabic", and "*Sponge*, Best, Turkey," for the Gun Carriage Factory and enter in the list of special articles "4" instead of "6" against Gum bottles, "quires 5—6 sheets" instead of quires 2—6 sheets against "Imperial Drawing paper" and "32 lb." instead of "28 lb." against "Printing, Royal, fine, thick"—(*vide* column 3 of the statement that accompanied this office letter, No. 924, dated 18th April 1899, as regards Gum bottles). The addenda proposed in column 4 of that statement are now unnecessary.	(*b*) The articles mentioned in the list of special articles submitted by the Superintendent, Gun Carriage Factory, are sanctioned subject to the following remarks:— (1) Paper, printing, royal 32 lb., will be supplied in lieu of 28 lb. paper which is not kept in stock. (2) Imperial paper will be supplied in lieu of lithograph medium paper drawing. (3) Transfer paper, Gum Arabic, and *Sponge*, Best, Turkey, are already sanctioned for supply. (4) Gum bottles are allowed only to officers drawing a salary in excess of Rs. 250 *per mensem* (G.O., No. 177, Financial, dated 23rd February 1898.) The two gum bottles required for the use of the office cannot, therefore, be admitted.
Do. (pages 16 and 19).	VIII. Deputy Adjutant-General, Madras Command, Ootacamund.	(*a*) That the Royal Artillery Office, Madras Command, may be supplied with— (1) Double Foolscap, dark-blue, 25 lb., 27″ × 17″—(4 quires), for covers for the annual report. (2) White Cartridge, Europe, 40 lb. (4 quires), for covers when transmitting confidential documents. (3) Card-boards, white, 24½″ × 19¼″—(No. 12) for mounting diagrams.	(*a*) (1) At page 16 under "*Paper Coloured*" against "Double Foolscap, blue, 25 lb.", insert "Royal Artillery office, Madras Command (4 quires)." (2) On the same page, against "White Cartridge (Europe) Royal, 40 lb.", insert "Royal Artillery Office, Madras Command (4 quires)." (3) Atpage 19, against "Europe Card-boards, white, 24½″ × 19¼″", insert "Royal Artillery Office, Madras Command (one dozen)."	(*a*) The proposals in column 3 are unobjectionable.	(*a*) Same addenda as Nos. (1), (2) and (3) in column 4.	(*a*) (1) and (3) Sanctioned. (2) *Vide* remarks under item No. I (2).
		(*b*) That straw-boards for the manufacture of file-books may be supplied to the Commissary-General, Madras Command.	(*b*) At page 19 against "Straw-boards" insert "Commissary-General, Madras Command."	......	......	(*b*) Sanctioned.

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	Orders of Government. 7
Appendix A (pages 16 and 19).	IX. Chief Engineer for Irrigation and Joint Secretary to Government, Public Works Department.	(*a*) That (1) Brown Cartridge, Royal, 46 lb. paper, and (2) Stephen's Blue-black Ink may be supplied for the use of the whole office.	(*a*) (1) At page 16, against "Brown Cartridge, Royal, 46 lb.," insert "Chief Engineer for Irrigation" and Joint Secretary to Government, Public Works Department. (2) At page 19, against "Blue-black Ink," insert "Office of the Chief Engineer for Irrigation and Joint Secretary to Government, Public Works Department.	The proposal regarding the supply of Brown Cartridge, Royal, 46 lb., can be accepted. As the office of the Chief Engineer for Irrigation is also a Secretariat office, Stephen's Blue-black ink is authorised for the use of that officer. Country Blue-black may be issued for the use of the "other gazetted officers," but the office establishment should use black ink made from powder as in the case of the establishments of the other branches of the Secretariat.	Same addendum as No. 1 in column 4.	(*a*) (1) *Vide* remarks under I (1). (2) The Superintendent's suggestion in regard to the supply of blue-black ink and black ink powder in column 5 is approved.
Do. (pages 19, 21 and 24).	IX. Chief Engineer for Irrigation, Tank Restoration Scheme.	(*b*) That the following may be included as articles of supply to his office :— (1) Straw-boards, 30″ × 25″, 2 lb.	(*b*) (1) At page 19, against "Straw-boards, 30″ × 25″, 2 lb." insert "Chief Engineer for Irrigation, Tank Restoration Scheme."	......	......	(*b*) (1) and (5) Sanctioned
		(2) Blue-black Ink.	(2) At the same page, against "Blue-black Ink," insert "Chief Engineer for Irrigation, Tank Restoration Scheme."			(2) *Vide* item IX (*a*) 2 *supra.*
		(3) Blackwood's Rubian Red Ink.	(3) At the same page, against "Blackwood's Red Ink," insert "Chief Engineer for Irrigation, Tank Restoration Scheme."			(3) *Vide* remarks under item No. I (5).
		(4) Swan Quills.	(4) At page 21, against "Swan Quills," insert "Chief Engineer for Irrigation, Tank Restoration Scheme."			(4) The supply of Swan quills is sanctioned, but the issues of these articles are restricted to Heads of Departments and Covenanted Assistants.
		(5) Tape Tags.	(5) At page 24 against "Tape Tags," insert "Chief Engineer for Irrigation, Tank Restoration Scheme."			
Do. (pages 18 and 19).	X. Inspector-General of Prisons.	That the Jail Department may be supplied with— (1) File-books for filing Government Orders and Circulars, and	(1) At page 18, under "*Blank Books*" against "Half-bound File Books", insert "Jail Department."	The proposals in column 3 are unobjectionable.	Same addenda as in column 4.	(1) *Vide* remarks under item No. I (3).
		(2) Straw-boards for preparing History tickets of convicts.	(2) At page 19, against "Straw-boards" insert "Jail Department."	......	......	(2) Sanctioned.
Do. (pages 15, 19 and 23).	XI. Registrar, High Court, Madras.	That the Judges of the High Court may be supplied with— (1) Quarto, Post, Hand Made, Cream Laid paper. (2) Square envelopes to match Hand Made Cream Laid paper. (3) Ink and pencil erasures.	(1) At page 15, against "Quarto Post, Hand Made, Cream Laid, 8½″ × 13¼″", insert "Judges of the High Court." (2) At page 19, under *Covers* against "To match, Foolscap, Hand Made, &c.", insert "Judges of the High Court." (3) At page 23, against "Ink and pencil erasure" under "*Rubber*" insert "Judges of the High Court."	I have no objection to offer to the Judges of the High Court being supplied with these articles.	Same as in column 4.	Sanctioned.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A (pages 16, 17, 18, 21, 22, 24 and 27).	XII. Superintendent, Government Museum.	That the following articles of stationery may be supplied :— (1) Tissue paper.	(1) At page 16, against "Double Royal Tissue, 40″ × 25″" under "*Paper Printing*" insert "Superintendent, Government Museum."	These suggestions may be approved with the exception of "Cambric Cloth, bleached," which is not supplied by this office.	Same addenda as in column 4 with the exception noted in column 5.	*Vide* remarks under item No. I (3) as regards File books. The supply of the other articles, except "Cambric cloth, bleached," is sanctioned.
		(2) Filtering paper.	(2) At page 17, against "Paper, Filtering," insert "Superintendent, Government Museum."			
		(3) File Books.	(3) At page 18, against "Half-bound File books" insert "Superintendent, Government Museum."			
		(4) Long Cloth.	(4) At page 24, against "Long Cloth" insert "Superintendent, Government Museum."			
		(5) Cambric Cloth, bleached.	(5) At the same page, between "Long Cloth, 60″ wide" and "Salampore Cloth" insert "Cambric Cloth, bleached," and against this insert "Superintendent, Government Museum."			
		(6) Drawing paper and materials.	(6) At pages 17, 18, 21 and 22 wherever Drawing paper and materials are mentioned insert "Superintendent, Government Museum."			
		(7) Mathematical instruments (Brass-bound Foot-rule, Scale one foot divided into 12 inches up to $\frac{1}{20}$ of an inch, Foot-rule, ordinary, 2 feet).	(7) At page 27, at the end of Mathematical Instruments insert "Brass-bound Foot-rule, Scale 1 foot divided into 12 inches up to $\frac{1}{20}$ of an inch" and "Foot-rule, ordinary, 2 feet" and enter "Superintendent, Government Museum," against those articles.			
		(8) Turpentine.	(8) At page 27, after "Collodion Thomas, etc.," insert "Turpentine" and against this enter "Superintendent, Government Museum."			
Do. (page 20).	XIII. Superintendent, Madras Survey.	(*a*) That Printing Ink may be included as an article of supply to his office.	(*a*) At page 20 insert "Survey Department" against "Printing Ink (Black, Blue and Red)."	......	......	*Vide* remarks under item No. I (7). The supply of Printing Ink (Blue and Red) to the Superintendent, Madras Survey, is sanctioned.
Do. (page 21).	Do.	(*b*) That Drawing Pencils may be supplied to the following officers :— Draftsman ... ... 12 Computer draftsman ... 12 Lithographer (plate corrector) 12	......	......	......	The attention of the Superintendent of Survey will be drawn to the fact that the Survey Department is shown against Drawing Pencils.

Stationery Rules affected.	Department or officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix A (pages 17, 19 and 24).	XIV. Superintendent, Government Press.	That the following articles may be included as articles of supply to his department:— (1) Blue-black Ink.	(1) At page 19 against "Blue-black Ink," insert "Government Press."	The proposal may be accepted.	Same as in column (4).	Sanctioned.
		(2) Ivory cards, double, large packs.	(2) At the same page after Drawing boards, wooden, under "*Boards, &c.*," insert, "Ivory Cards, double, large packs" and against this item insert "Superintendent, Government Press."			
		(3) Gum Arabic.	(3) At page 24 against "Gum Arabic" under "*Miscellaneous Articles*" insert "Government Press."			
		(4) Eyelets.	(4) At the same page under "*Needles*, &c.," against "Eyelets" insert "Government Press."			
		(5) Carbonic paper.	(5) At page 17 against "Paper, Carbonic," insert "Government Press."			
Appendix A (page 19).	XV. Director of Public Instruction.	That Straw-boards 400 (1 lb.) and 100 (2 lb.) may be included as articles of supply to the Secretary to the Board of Examiners for Teachers' Certificates.	At page 19 against "Straw-boards" insert "Secretary to the Board of Examiners for Teachers' Certificates."	May be approved.	Same as in column (4).	Sanctioned.
Appendix A (page 24).	XVI. Inam Commissioner.	That the full supply of forty rolls of Country Tape, White, may be passed for supply.	This requires no addition to the rules as tape is an article of general supply.	The full quantity of Country Tape claimed by the Inam Commissioner has been passed in the light of the explanation furnished.		No alteration in the rules is called for.
	XVI-A. Superintendent of Family Payments and Pensions.	That (1) Red ink jars and (2) Grass mill boards may be supplied to his office.	At page 19 against "Blackwood's red ink" and "Straw-boards" insert "Office of the Superintendent of Family Payments and Pensions.	*Note.*—The Superintendent of stationery has supplied these articles in anticipation of the sanction of Government.		(1) *Vide* remarks under item No. I (5). (2) Sanctioned.

<table>
<tr><th>Stationery Rules affected.</th><th>Department or Officer proposing the change.</th><th>Proposal.</th><th>Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.</th><th>Suggestions of the Superintendent of Stationery.</th><th>Alterations in the Stationery Rules necessitated by the suggestions in column 5.</th><th>Order of Government.</th></tr>
<tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr>
<tr><td>Appendix E (page 49).</td><td>XVII. Superintendent of Stationery.</td><td>(1) That Attenders may be allowed the following scale:—
2 Black lead pencils
2 Penholders
1 Rubber piece
} per annum.</td><td>(1) At page 49, in the scale given for <i>Pencils, &c.</i>, against "Attenders" insert—<table><tr><th>Black lead.</th><th>Penholders.</th><th>India rubber piece.</th></tr><tr><td>2</td><td>2</td><td>1</td></tr></table></td><td>......</td><td>......</td><td>The necessity for supplying attenders with rubber is not clear. The remaining proposals of the Superintendent of Stationery are approved.</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(2) That in Appendix E the term "Heads of departments" in the scale for <i>Pencils, &c.</i>, may be altered to "Gazetted Officers and Local Heads of departments" so that rule and practice may agree.</td><td>(2) At page 49, in the scale given for <i>Pencils, &c.</i>, <i>omit</i> "Heads of departments" and insert "Gazetted officers and Local Heads of departments."</td><td>......</td><td>......</td><td>Sanctioned.</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(3) That the following scale of supply of Pencils for the establishment of the Stationery office may be sanctioned:—<table><tr><th>—</th><th>Black lead.</th><th>Red pencil.</th><th>Blue pencil.</th></tr><tr><td>Manager ..</td><td>4</td><td>2</td><td>2</td></tr><tr><td>Storekeeper ..</td><td>4</td><td>2</td><td>2</td></tr><tr><td>Assistant Storekeeper ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Ten Clerks (each) ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Packers ..</td><td>2</td><td>2</td><td>2</td></tr></table></td><td>(3) At page 49, in the scale given for <i>Pencils, &c.</i>, <i>add</i>—
<i>Stationery office.</i><table><tr><th>—</th><th>Black lead.</th><th>Red pencil.</th><th>Blue pencil.</th></tr><tr><td>Manager ..</td><td>4</td><td>2</td><td>2</td></tr><tr><td>Store-keeper ..</td><td>4</td><td>2</td><td>2</td></tr><tr><td>Assistant Storekeeper ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Ten Clerks (each) ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Packers ..</td><td>2</td><td>2</td><td>2</td></tr></table></td><td>......</td><td>......</td><td>The scale of supply to the Manager, the Storekeeper, the Assistant Storekeeper and Packers of the Stationery office is sanctioned. The clerks should be restricted to the supply made to clerks in other offices.</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(4) That the undermentioned members of the office establishment of the Examiner, Army Clothing Accounts, the Examiner, Ordnance Accounts, the Controller, Military Accounts, and the Pay Examiner, Madras, may be considered as Accountants in the matter of supply of pencils—
1. Superintendent.
2. Supervisors.
3. Apprentices (Assistant Auditors).</td><td>(4) At page 49 in the scale given for <i>Pencils, &c.</i>, insert "Superintendents, Supervisors and Apprentices (Assistant Auditors) of the offices of the Examiner, Army Clothing Accounts, the Examiner, Ordnance Accounts, the Controller, Military Accounts, and the Pay Examiner, Madras."</td><td>......</td><td>......</td><td>Sanctioned.</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(5) That the Manager, Kanakapillay and Munshis, Remount Depot, Hosur, may be treated as Accountants in the matter of supply of pencils and that Chowdries, Duffadars and Maistries of that Depot may also be supplied with pencils as they are required to take notes regarding the feeding of horses under their charge.</td><td>(5) At page 49 in the scale given for "<i>Pencils, &c.</i>" insert "Manager, Kanakapillay and Munshis, Remount Depot, Hosur," and enter against them the scale fixed for "Accountants"; also insert in that scale "Chowdries, Duffadars and Maistries, Remount Depot, Hosur," and against them enter two black lead pencils.</td><td>......</td><td>......</td><td>Sanctioned.</td></tr>
</table>

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	Orders of Government. 7
Appendix E (page 49).	XXI. Board of Revenue (Land Revenue).	(1) That the following officers may be supplied with four blacklead and two coloured pencils of each sort *per annum* :— (1) Huzur Sheristadars. (2) English Head Clerks. (3) Tahsildars. (4) Deputy Tahsildars. (5) Stationary Sub-Magistrates. (6) Huzur Treasurers.	(1) At page 49, in the scale prescribed for "*Pencils, Penholders, &c.,*" insert (1) Huzur Sheristadars, (2) English Head Clerks, (3) Tahsildars, (4) Deputy Tahsildars, (5) Stationary Sub-Magistrates, (6) Huzur Treasurers and enter against them— Black lead. 4 Red pencil. 2 Blue pencil. 2	There is a difference of opinion as regards the necessity for the supply of Coloured pencils for the use of the six officers mentioned in column 3, proposal (2). This has been brought to the notice of Government in this office letter, Reference No. 1614, dated 17th March 1899, recorded in G.O., No. 380 R., dated 23rd ultimo.	Same as in column 4.	The proposal of the Board of Revenue is sanctioned.
Do.	Do.	(2) That Deputy Collectors may be included among Heads of Departments who are entitled to six Coloured pencils according to G.O., No. 584, Financial, dated 1st August 1894.	(2) In the same page, in the list of "Heads of Departments entitled to six Coloured pencils *per annum*" insert "Deputy Collectors" under the heading "Revenue Department."	Personally I do not think any increase necessary. I would invite attention to G.Os., Nos. 1017 and 1107, Financial, dated 7th and 24th November 1898, respectively.	……	The inclusion of Deputy Collectors among the Heads of Departments who are supplied with six Coloured pencils under G.O., No. 584, Financial, dated 1st August 1894, is sanctioned.
Do.	Do.	(3) That it supports the proposal of the Collector of Ganjám that one coloured pencil of each sort may be allowed for each of the officers named below :— Sheristadars. English Head Clerk. Tahsildars. Deputy Tahsildars. Stationary Sub-Magistrates.	(3) At page 49, in the scale for the supply of "*Pencils, &c.,*" insert the five officers noted in column 3 and against them enter— Red pencil. 1 Blue pencil. 1	*Vide* my Dis. No. 924, dated 18th April 1899, and remarks *supra*, against (1).	Same as in column 4.	*Vide* item XXI (1).
Do.	Do.	(4) That the three Uncovenanted Assistants, Managers, Head Clerks, Indexer, Chief Auditor and twenty clerks doing the duties of Accountants may be treated as Accountants in the matter of supply of Coloured and Black lead pencils.	(4) At page 49, in the scale for the supply of *Pencils, &c.,* insert "Uncovenanted Assistants, Managers, Head Clerks, Indexer, Chief Auditor and twenty clerks, doing duty as Accountants in the office of the Board of Revenue (Land Revenue)" and enter against them the scale prescribed for Accountants.	The proposal may be sanctioned.	Do.	Uncovenanted Assistants, Registrars, Managers Head Clerks and Clerks doing the work of Accountants in the offices of the Secretariat and of the Board of Revenue will be granted the same supply of pencils as Accountants.
		(5) That Taluk Head Gumastahs and Sheristadars may be supplied with 2 Black lead and 2 Coloured pencils of each sort *per annum*.	At page 49, in the scale prescribed for "*Pencils, &c.,*" insert "Taluk Head Gumastahs and Sheristadars" and enter against them— Blacklead. 2 Coloured pencils. 2			(5) and (6) The Superintendent of Stationery will be requested to report on these proposals.
		(6) That Despatching Clerks in the Collectors' and Divisional offices may be supplied with 2 Blue pencils each.	At page 49, in the scale prescribed for "*Pencils, &c.,*" insert "Despatching Clerks in the Collectors' and Divisional offices" and enter against them— Blue pencils 2			
Do.	XXII. Board of Revenue (Land Revenue—Forest).	That Range officers may be treated as "Accountants" in the matter of the supply of Pencils (Black lead and Coloured).	At page 49, in the scale prescribed for *Pencils, Penholders, &c.,* insert "Range officers of the Forest Department" and enter against them the scale prescribed for Accountants.	The proposal may be approved.	Same addendum as in column 4.	Sanctioned.

<table>
<tr><th>Stationery Rules affected.</th><th>Department or Officer proposing the change.</th><th>Proposal.</th><th>Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.</th><th>Suggestions of the Superintendent of Stationery.</th><th>Alterations in Stationery Rules necessitated by the suggestions in column 5.</th><th>Orders of Government.</th></tr>
<tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr>
<tr><td>Appendix E (page 49).</td><td>XXIII. Board of Revenue (Separate Revenue).</td><td>(1) That the Deputy and Assistant Commissioners, Salt, Abkári and Customs Department, and the Assistant Secretary to the Commissioner of Salt, Abkári and Separate Revenue may be included in the list of officers entitled to six Coloured pencils <i>per annum</i>."</td><td>(1) At page 49 insert "Assistant Secretary to the Commissioner of Separate Revenue and Assistant and Deputy Commissioners of Salt, Abkári and Customs Department" in the list of officers entitled to six Coloured pencils <i>per annum</i> under the head "Revenue Department."</td><td>......</td><td>......</td><td>(1) The proposal of the Board to include Deputy and Assistant Commissioners of the <i>Salt</i>, Abkári and Customs Department, and the Assistant Secretary to the Commissioner <i>of</i> Salt, Abkári and Separate Revenue, among heads of departments entitled to six coloured pencils per annum is approved.</td></tr>
<tr><td></td><td></td><td>(2) That the following officers be treated as Accountants in the matter of supply of pencils :—
The Head Clerks and Accountants, Special duty Sub-Inspectors and Clerks employed on credit work in the Board's office, as also Head Clerks of Deputy and Assistant Commissioners' offices and Inspectors and Assistant Inspectors.</td><td>(2) At the same page in the scale given for <i>Pencils, &c.</i>, insert the officers mentioned in proposal (2), column 3, and enter against them the scale prescribed for Accountants.</td><td>The proposal may be approved.</td><td>Same addendum as in column 4.</td><td>(2) Sanctioned.</td></tr>
<tr><td></td><td></td><td>(3) That the Emigration Agent, Tanjore, may be supplied with pencils at the following scale per annum :—<table><tr><th colspan="3">Pencils.</th></tr><tr><th>Black lead.</th><th>Red lead.</th><th>Blue lead.</th></tr><tr><td>4</td><td>2</td><td>2</td></tr></table></td><td>(3) In the scale given at page 49 insert "Emigration Agent, Tanjore" and against this entry enter the scale given in column 3, proposal 3.</td><td></td><td></td><td>(3) Sanctioned.</td></tr>
<tr><td></td><td></td><td>(4) That Customs Superintendents may be supplied with four coloured pencils each per annum.</td><td>(4) In the scale given at page 49 insert "<i>Customs</i> Superintendents" and against this entry enter the scale given in column 3.</td><td></td><td></td><td>Sanctioned.</td></tr>
<tr><td>Appen- E ge 49.)</td><td>XXIV. Board of Revenue (Revenue Settlement).</td><td>(1) That for the establishment of Settlement Parties and for the Superintendent, Civil Veterinary Department, and his establishment the following scale of <i>Pencils, &c.</i>, may be passed :—<table><tr><th>Officers.</th><th>Black lead pencils.</th><th>Red pencils.</th><th>Blue pencils.</th><th>Steel nibs.</th><th>Blotting paper.</th></tr><tr><td><i>Settlement Department.</i></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>1. Supervisor ..
2. Additional Supervisor
3. Inspector ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr><tr><td>4. Head Classifier ..
5. Extra Head Gumasta ..
6. Superintendent ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>1</td></tr><tr><td>7. Classifier ..</td><td>4</td><td>..</td><td>..</td><td>6</td><td>1</td></tr><tr><td>8. Extra Gumasta ..</td><td>4</td><td>..</td><td>..</td><td>6</td><td>1</td></tr><tr><td>9. Head Clerk of Party office ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr><tr><td>10. Head writer of Party office ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr><tr><td><i>Civil Veterinary Department.</i></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>11. Superintendent ..</td><td>4</td><td>3</td><td>3</td><td>6</td><td>4</td></tr><tr><td>12. Head Clerk ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr><tr><td>13. Stock Inspectors</td><td>4</td><td>..</td><td>..</td><td>6</td><td>1</td></tr></table></td><td>(1) At page 49, after the scale for the issue of "<i>Pencils, &c.</i>," enter the scale given in column 3 and in the same page insert "Superintendent, Civil Veterinary Department," in the list of Heads of Departments entitled to six coloured pencils under "<i>Revenue Department.</i>"</td><td>In G.O., No. 1126, Financial, dated 29th November 1898, orders were passed regarding the supply of pencils for the Supervisor and Head Classifiers of the Field establishment and Head clerks and Head writers of Party office establishment. The scale now proposed by the Board is exhaustive and may be sanctioned in supersession of previous orders. I would, however, remark that the system on which the allowance of blotting paper ranging from 4 to 1 sheet <i>per mensem</i> has been arrived is not apparent seeing that it is proposed to allow all individuals concerned the maximum number of steel nibs, <i>i.e.</i>, six.</td><td>Same as in column 4.</td><td>The scale proposed by the Board is sanctioned in supersession of previous orders.</td></tr>
</table>

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the *Stationery Rules necessitated* by the acceptance of the proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	Orders of Government. 7
Appendix E (page 49).	XXIV. Board of *Revenue* (Revenue Settlement).	(2) That the Board in the Settlement Department may be treated as an Account Office in the matter of supply of Pencils—*Black lead and Coloured* ones.	(2) At page 49 in the scale given for Pencils, &c., insert " Board of Revenue (Revenue Settlement)" and enter— Black lead. Red pencil. Blue pencil. 60 ministerial officers, each } 4 2 2 Agricultural *Inspectors* } 4			*Vide* item XXI (4).
Do.	XXV. Inspector-General of Ordnance, Madras *Command.*	That seven of his clerks may be treated as Accountants in the matter of supply of Pencils, Black lead and *Coloured, in consideration* of the nature of their work.	At page 49, in the scale given for *Pencils, &c.,* insert "seven clerks of the office of Inspector-General of *Ordnance,* Madras *Command,*" and enter— Black lead. Red pencil. Blue pencil. 4 2 2	The proposal in column 3 may be approved.	Same addendum as in col. 4.	Sanctioned.
Do.	XXVI. Deputy Adjutant-General, Madras Command.	*That the Royal Artillery office,* Madras Command, may be supplied with additional number of Black lead pencils (No. 2) for the use of the Head Clerk of the office.	*At page 49, in the scale given for* Pencils, &c., insert "Head Clerk, Royal Artillery, Madras Command," and enter against him under the heading "Black lead" 4 and *nil* under other heads.	The proposal is unobjectionable.	.....	Sanctioned.
Do.	XXVII. Superintendent, Madras Survey.	That Black lead pencils may be supplied according to the scale in the statement enclosed.	In the scale given at page 49, insert the officers mentioned in the statement enclosed and the number of black lead pencils given against them.	.....	.....	The Superintendent of Stationery will report on this proposal.
Do.	XXVIII. The Director of Public Instruction.	(1) That *the Assistant and Manager* and the Head Clerk of his office may be treated as "Accountants" in the matter of the supply of Pencils, &c. (2) That the following scale of Pencils, &c., may be sanctioned for the Text-Book Committee:— Black lead pencils ... 24 Blue pencils ... ... 12 Red do. ... ... 12 Penholders ... ... 12 (3) That all Teachers of Schools and the Clerks of Sub-Assistant Inspectors of Schools may be treated as "Accountants" in the matter of supply of Pencils, &c.	(1) *At page 49, in the scale for " Pencils, &c.,"* insert "The Assistant and Manager and the Head Clerk of the Office of the Director of Public Instruction" and enter against this entry the scale prescribed for Accountants. (2) At page 49, in the scale for "*Pencils, &c.,*" insert "The Text Book Committee" and enter against it the scale given in column 3. (3) At page 49, in the scale for "*Pencils, &c,*" insert "All Teachers of Schools and the Clerks of the Sub-Assistant Inspectors of Schools" and enter against each the scale prescribed for "Accountants."	....	....	(1) Sanctioned. (2) and (3). The Superintendent of Stationery will be requested to report on these proposals.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix E (page 49).	XXIX. Inam Commissioner.	That the Manager and the Examiner of his office may be allowed four Black lead pencils and two Coloured pencils of each sort per annum as Accountants, and the Head clerk of his department may be allowed two Coloured pencils of each sort per annum in addition to the two ordinary Black lead pencils allowed to him.	At page 49, in the scale prescribed for the supply of "*Pencils, Penholders, &c.*," insert— "Manager, Examiner, and Head clerk of the Inam Commissioner's office each" Black lead. 4 Red pencil. 2 Blue pencil. 2	The proposals regarding the supply of Black lead pencils and Coloured pencils to the Manager, Head clerk and Examiner are unobjectionable.	Same addenda as (1) and (2).	The necessity for the supply coloured pencils to the Examiner is apparent. The remaining propo are sanctioned.
Do.	XXX. Inspector-General of Prisons.	That the "Statistical Assistants" of his office and "Assistant Jailors" in Jails (who are Head clerks and Storekeepers) may be treated as Accountants in the matter of the supply of Pencils in consideration of the nature of their work.	At page 49, in the scale given for *Pencils, &c.*, insert "Statistical Assistants of the office of the Inspector-General of Prisons" and "Assistant Jailors (who are Head clerks and Storekeepers in Jails)" and enter against them the scale prescribed for Accountants.	In his letter, dated 22nd December 1898, No. 6502 (copy and copy of that to which it is a reply enclosed), the permanent Inspector-General of Prisons stated that the extra supply of pencils to "Assistant Jailors" was unnecessary.	Same addenda as in column 4 omitting "Assistant Jailors (who are Head clerks and Storekeepers in Jails)".	The Statistical Assistants of the office of the Inspector-General of Prisons will be treated as "Accountants" in the matter of the supply of pencils.
Do.	XXXI. Controller of Military Accounts, Madras Command.	That four Black lead and two Coloured pencils of each sort may be supplied to the Superintendents, Supervisors and Apprentices of the several branches of his office as they are doing the duties of Accountants.	At page 49, in the scale prescribed for "*Pencils, Penholders, &c.*," insert "Superintendents, Supervisors and Apprentices of the office of Controller of Military Accounts, Madras Command," and enter against them the scale prescribed for Accountants.	……	……	*Vide* remarks against item XVII (4).
Do.	XXXI-A. Superintendent of Family Payments and Pensions.	That the Manager and clerks of his office may be treated as "Accountants" in the matter of the supply of blacklead and coloured pencils.	At page 49, in the scale prescribed for "*Pencils, Penholders, &c.*," insert "Manager and clerks of the office of the Superintendent of Family Payments and Pensions" and enter against them the scale prescribed for "Accountants."	……	……	Sanctioned.

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	Orders of Government. 7
Appendix E (page 50).	XXXII. Superintendent of Stationery.	(1) That Attenders may be allowed the following scale :— Blotting paper 1 sheet } per mensem. Nibs No. 2 }	At page 50, under "*Quills and Steel Pens,*" insert "Attenders, 2 steel pens" and under "*Blotting Paper,*" "Attenders, 1 sheet, country."	......	......	Sanctioned.
Do.	Do.	(2) That the Gate-keepers attached to the offices of the Collector of Sea Customs, the Ordnance Officer in charge, Harness and Saddlery Workshops, Perambur, and the Superintendent, Government Maternity Hospital, may be supplied with the following scale of stationery :— Blotting paper 1 sheet } per mensem. Steel pens No. 2 }	At page 50, under "*Quills and Steel Pens,*" insert "Gate-keepers attached to the offices of Collector of Sea Customs, the Ordnance Officer in charge, Harness and Saddlery Workshops, Perambur, and the Superintendent, Maternity Hospital," and enter against it 2 Steel Pens and under "*Blotting Paper*" insert "Gate-keepers attached to, &c."; and enter against it "1 sheet, country."	......	......	Sanctioned.
Do.	XXXIII. Board of Revenue (Separate Revenue).	That the Commissioner, Secretary and Assistant Secretary as Heads of departments be supplied with eight Steel Pens and eight sheets of Blotting paper each *per mensem*.	At page 50, under "*Quills and Steel Pens,*" insert "Commissioner, Secretary and Assistant Secretary to the Commissioner to Board (Separate Revenue)" and enter eight nibs against them under "Steel Pens," and under "*Blotting paper per mensem*" insert "Commissioner, Secretary and Assistant Secretary to the Board of Revenue (Separate Revenue)" and against them enter "eight sheets."	As regards this proposal it is for the Government to say whether the increase over the sanctioned scale of supply of Steel pens and Blotting paper suggested for the use of the Commissioner, Secretary and Assistant Secretary is necessary. I would, however, venture to point out that it is impossible to restrict the concession to the three officers referred to. It would have to be extended to many other officers who could advance equally strong claims but who find it quite possible to do their work with the present sanctioned number of nibs and sheets of blotting paper. The extra expenditure involved would be appreciable.	......	The Government considers that the present scale of supply of Steel Pens and Blotting paper should be maintained.
Do.	Do.	That four sheets of Blotting paper *per mensem* may be supplied to the Emigration Agent, Tanjore.	At page 50, under "*Blotting paper per mensem,*" insert "Emigration Agent, Tanjore," and enter against it "*4 sheets.*"	......	......	Sanctioned.
Do.	XXXIV. Board of Revenue (Land Revenue).	That Tahsildars, Deputy Tahsildars, Stationary Sub-Magistrates, the Huzur Sheristadars and the English Head Clerks may be included among those officers who are entitled to four sheets of Blotting paper *per mensem*.	At page 50, Appendix E, to the rules under "*Blotting Paper per mensem*" insert "Tahsildars, Deputy Tahsildars, Stationary Sub-Magistrates, &c.," and enter "4 sheets" against each.	The proposal may be approved with the exception of Huzur Sheristadars and English Head Clerks. In their case the usual allowance of three sheets of Blotting paper should be quite sufficient and there appears to be no valid reason for an increase in the supply.	Same addendum as in column 4 with exception noted in column 5.	The suggestion of the Superintendent of Stationery is approved.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the *acceptance* of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	Orders of Government.
1	2	3	4	5	6	7
Appendix E (page 50).	XXXV Deputy *Adjutant-General*, Madras Command.	That the Royal Artillery office, Madras Command, may be supplied with additional quantity of Blotting paper (quires 3) for the use of Brigadier-General and the Orderly officer who have much clerical work to do during his annual cold weather inspection tour.	At page 50 under "*Blotting paper, &c.,*" insert "Brigadier-General, Royal Artillery, *Madras Command*" and "Orderly Officer, Royal Artillery, Madras Command," and enter against each 8 and 7 sheets, respectively.	As regards proposal (1) I would point out that the Brigadier-General and the Orderly officer are at present supplied with 4 and 3 sheets of Blotting paper, respectively, *per mensem*, and I don't think it necessary to increase the allowance to the unprecedented amount of 8 and 7 sheets *per mensem*.	......	The present scale of supply cannot be increased.
Do.	XXXVI The Director of Public Instruction.	That the following scale of Steel pens, &c., may be sanctioned for the Text-Book Committee :— Steel pens ... 48 Blotting paper ... 29 quires.	At page 50, under "*Quills, &c.,*" insert "Text-Book Committee" and enter "48 Steel Pens" against it and in the same page under "*Blotting Paper, &c.,*" insert "Text-Book Committee" and enter "29 quires" against it.	......	......	The Superintendent of Stationery will be requested to report on the proposal.

Government {1899} of Madras.

FINANCIAL.

V. E

Press

Please note the corrections made on pages 3 & 26 and send 12 signed copies soon.

BK 13/9

Recd. } 1899. *Enclosures*

Regd. *Spare copies*

G.O., No. 942, 29th August 1899.

AUGUST.

Stationery Rules.

Passing orders on proposals for certain alteration in the present —.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following papers :—

From the Superintendent, Gun Carriage Factory, dated 13th March 1899, No. O/6782.
Endorsement from the Public Department, dated 15th March 1899.
From the Chief Engineer and Joint Secretary to Government, Public Works Department, Irrigation Branch, dated 17th March 1899, No. 107.
From the Board of Revenue (Land Revenue), dated 14th March 1899, Mis. No. 905.
Endorsement from the Revenue Department ,, 21st ,, ,, ,, ,, 1190.
From the Superintendent, Government Press, dated 24th March 1899, No. 1173.
Endorsement from the Public Department, dated 28th March 1899.
From the Director of Public Instruction, dated 23rd March 1899, No. 3535.
Endorsement from the Educational Department, dated 28th March 1899, No. 170.
From the Inam Commissioner, dated 24th March 1899, No. 473.
,, Board of Revenue (Land Revenue and Agriculture), dated 29th March 1899, Ref. No. 76.
,, Board of Revenue (Separate Revenue), dated 10th March 1899, Mis No. 1018.
,, Superintendent of Stationery, dated 11th April 1899, No. 841.
,, Inspector-General of Ordnance, dated 15th April 1899, No. 672-E.
,, Deputy Adjutant-General, dated 20th April 1899, No. R.A.—6411.
,, Inspector-General of Prisons, dated 18th April 1899, No. 2233.
,, Superintendent, Gun Carriage Factory, dated 21st April 1899, No. A/436.
,, ,, of Stationery, dated 18th April 1899, No. 924.
,, ,, ,, ,, 26th April 1899 ,, 1001.
,, Board of Revenue (Land Revenue), dated 14th April 1899, Ref. No. 119-Forests.
,, ,, (,,), dated 25th April 1899, Ref. No. 24.
,, ,, (,,) ,, 25th ,, No 123.
,, ,, (,,) ,, 27th ,, ,, 128.
,, Registrar, High Court, Madras, dated 3rd May 1899, No. 709.
,, Superintendent, Government Museum, dated 24th April 1899, No. 296.
Endorsement from the Educational Department, dated 5th May 1899, No. 233.
From the Inspector-General of Ordnance, dated 6th May 1899, No. 1929-E.
,, Board of Revenue (Revenue Settlement), dated 2nd May 1899, No. 2184.
Endorsement from the Revenue Department, dated 8th May 1899, No. 1708.
From the Superintendent of Stationery, dated 8th May 1899, No. 1101.
,, ,, ,, ,, 10th ,, ,, ,, 1125.
,, Inspector-General of Ordnance, dated 15th May 1899, No. 2335.
,, Board of Revenue (Land Revenue), dated 2nd May 1899, No. 133.
,, ,, (,,) ,, ,, ,, ,, 135.
,, Superintendent of Stationery, dated 31st May 1899, No. 1301.
,, ,, ,, ,, 3rd June ,, ,, 1326.
,, Controller of Military Accounts, dated 2nd June 1899, No. 1399.
,, Board of Revenue, (Revenue Settlement), dated 22nd May 1899, No. 2467.
,, ,, (Land Revenue), dated 20th May 1899, No. 156.
,, ,, (,,) ,, 25th ,, ,, ,, 160.
,, Superintendent, Gun Carriage Factory, dated 10th June 1899, No. 1341.
,, Chief Engineer for Irrigation, T. R. S. ,, 7th ,, ,, ,, 1078.
,, Superintendent of Stationery, dated 10th June 1899, No. 3226.
,, ,, of Madras Survey, dated 6th June 1899, No. 74-G.
,, Board of Revenue (Separate Revenue), dated 16th June 1899, No. 2718.
,, ,, (Revenue Settlement), dated 13th June 1899, No. 2884.
,, Director of Public Instruction, dated 15th June 1899, No. 6632.
,, Joint Secretary to Government, Public Works Department, Irrigation Branch, dated 13th July 1899.
Endorsement from the Revenue Department, dated 15th July 1899, No. 968.

From the Controller of Military Accounts, dated 15th July 1899, No. 2368.
,, Board of Revenue (Land Revenue), dated 10th July 1899, A. No. 222-Ref.
Endorsement from the Revenue Department, dated 18th July 1899, No. 2652.
From the ,, ,, 25th ,, ,, R. No. 1014.
,, Deputy Adjutant-General, dated 5th August 1899, No. 2643.
,, Inspector-General of Registration, dated 8th August 1899, G. No. 6022.
,, Board of Revenue (Land Revenue), dated 19th July 1899, A. No. 239-Ref.
Endorsement from the Revenue Department, dated 11th August 1899, R. No. 1069.
From the Board of Revenue (Revenue Settlement), dated 2nd August 1899, No. 3824-Mis.
Endorsement from the Revenue Department, dated 12th August 1899, Mis. No. 2940.
Revenue Department, dated 11th August 1899, Mis. No. 2913.
Revenue Department, dated 12th August 1899, Mis. No. 2955.
,, ,, ,, ,, 19th ,, ,, ,, ,, 3004.
✓ From the Board of Revenue (Land Revenue), dated 24th July 1899, No. 247-Ref.
✓ Endorsement from the Revenue Department, dated 19th August 1899, Mis. No. 3016.
From the Superintendent, Gun Carriage Factory, dated 23rd August 1899, No. 2668.
,, Board of Revenue (Land Revenue), dated 9th August 1899, No. 263-Ref.
Endorsement from the Revenue Department, dated 22nd August 1899, R. No. 1144.

Order—No. 912, Financial, dated 29th August 1899.

The papers read above relate to proposals regarding the alteration of the Stationery Rules. These proposals, with the exception of those contained in the papers mentioned in the next paragraph, are summarized in the appendix to these proceedings, column 7 of which contains the decision of Government in each case.

2. The communications noted below will be forwarded to the Superintendent of Stationery for remarks :—

Letter from the Director of Public Instruction, dated 22nd July 1899, No. 8228.
,, ,, Director of Public Instruction, dated 8th August 1999, No. 8812.
,, ,, Commissioner for Government Examinations, dated 10th August 1899, No. 111—1-D.
,, ,, Director of Public Instruction, dated 10th August 1899, No. 8925.
,, ,, Director-General of Telegraphs, Calcutta, dated 17th August 1899, No. 5799.

3. The Superintendent will now arrange for the early issue of a revised edition of the Stationery Rules.

(True Extract.)

for *Chief Secretary*.

To the Superintendent of Stationery.
,, all Departments of the Secretariat.
,, the Accountant-General.
,, the Postmaster-General.

Exd. P. Seetharam.

[Appendix.

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 3.
1	2	3	4
Appendix A (page 16.)	I. Superintendent of Stationery.	(1) That the supply of "Brown Cartridge, Royal, 46 lb.," which is restricted to the Board of Revenue, may be extended to Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster.	(1) At page 16 against "Brown Cartridge, Royal, 46 lb., 25″ × 20″," insert "Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster."
Do.	Do.	(2) That the supply of "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," which is restricted to the Secretariat, may be extended to the Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps.	(2) At the same page against "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," insert "Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps."
Do. (page 18.)	Do.	(3) That the supply of "File Books" which is at present restricted to "Hospitals" may be made *general* on the score of economy.	(3) At page 18 against "Half-bound File Books" insert "General."
Do.	Do.	(4) That the supply of "*Covers*, Official Demy No. 1, Official Foolscap No. 2, 8½″ × 3¾″, and Official small 5½″ × 3¼″," which are restricted to "Schools and Hospitals," may be made *general*, as there would not only be a saving of labour in the several offices but economy in the long run.	(4) At page 18 against the items "Official Demy No. 1," "Official Foolscap No. 2, 8½″ × 3¾″," and "Official small 5½″ × 3¼″," omit "Schools and Hospitals" and insert "General."
Do. (page 19).	Do.	(5) That "Blackwood's Red Ink" which is restricted to "Account offices" should be extended to the "Account branch" of every Collector's office and of other offices for passing bills and pay abstracts and for entering totals in account books, and to the office of the Superintendent of Family Payments and Pensions.	(5) At page 19, for the present entry against "Blackwood's Red Ink" substitute "the Account branch of every Collector's office and of other offices, and the office of the Superintendent of Family Payments and Pensions."
Do. (page 20).	Do.	(6) That the supply of "Endorsing Ink" which is restricted to the "Revenue Secretariat" may be extended to the Deputy Adjutant, Madras Command.	(6) At page 20 against "Ink, Endorsing" insert "The Deputy Adjutant, Madras Command."
Do.	Do.	(7) That "Printing Ink, Black" may be made an article of *general* supply as it is required by all officers in connection with the recording of finger tip impressions.	(7) At page 20 against "Printing Ink, Black" insert "General."
Do. (page 23).	Do.	(8) That "Pencil eraser" (or Vulcanized rubber) may be made an article of general supply on the score of economy.	(8) At page 23 against "Pencil eraser" insert "General," "Public Works Department and Survey and Garrison Instructor" being inserted against "Ink eraser" and "Ink and pencil eraser" only.

Stationery Rules affected.	Department or Officer proposing the change.		ules	~~Notes and proposed Orders.~~ Orders of Gov
1	2			7
Appendix A (page 16).	I. Superintendent of Stationery.	(1) That t Cartridge, Ro restricted to may be exten Joint Secretar Superintenden the Consulting and the Presid		The proposal of the Superin dent of Stationery is approved. Cms 24·2·11
Do. ...	Do.	(2) That th tridge (Europ 20″," which is tariat, may be Assistant A Artillery, Mad Superintenden		Do. Cms 24·2·11
Do. (page 18).	Do.	(3) That Books" whic to "Hospitals on the score		Do. Cms 24·2·11
Do. ...	Do.	(4) That Official Demy No. 2, 8½″ × 5½″ × 3¼″," "Schools an made *general* be a saving offices but ec		Do. Cms 24·2·11
Do. (page 19).	Do.	(5) That which is offices" sh "Account br office and of bills and pay ing totals in office of the Payments a		Do. Cms 24·2·11
Do. (page 20).	Do.	(6) That Ink" which enue Secret to the De Command.		Do. Cms 24·2·11
Do. ...	Do.	(7) That may be ma supply as it in connecti finger tip i		Do. Cms 24·2·11
Do. (page 23).	Do.	(8) That nized rubbe of general economy.		Do. Cms 24·2·11

Insert this Column

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 3.
1	2	3	4
Appendix A (page 16.)	I. Superintendent of Stationery.	(1) That the supply of "Brown Cartridge, Royal, 46 lb.," which is restricted to the Board of Revenue, may be extended to Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster.	(1) At page 16 against "Brown Cartridge, Royal, 46 lb., 25″ × 20″," insert "Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster."
Do.	Do.	(2) That the supply of "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," which is restricted to the Secretariat, may be extended to the Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps.	(2) At the same page against "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," insert "Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps."
Do. (page 18.)	Do.	(3) That the supply of "File Books" which is at present restricted to "Hospitals" may be made *general* on the score of economy.	(3) At page 18 against "Half-bound File Books" insert "General."
Do.	Do.	(4) That the supply of "*Covers*, Official Demy No. 1, Official Foolscap No. 2, 8½″ × 3¾″, and Official small 5¼″ × 3¼″," which are restricted to "Schools and Hospitals," may be made *general*, as there would not only be a saving of labour in the several offices but economy in the long run.	(4) At page 18 against the items "Official Demy No. 1," "Official Foolscap No. 2, 8½″ × 3¾″," and "Official small 5¼″ × 3¼″," omit "Schools and Hospitals" and insert "General."
Do. (page 19).	Do.	(5) That "Blackwood's Red Ink" which is restricted to "Account offices" should be extended to the "Account branch" of every Collector's office and of other offices for passing bills and pay abstracts and for entering totals in account books, and to the office of the Superintendent of Family Payments and Pensions.	(5) At page 19, for the present entry against "Blackwood's Red Ink" substitute "the Account branch of every Collector's office and of other offices, and the office of the Superintendent of Family Payments and Pensions."
Do. (page 20).	Do.	(6) That the supply of "Endorsing Ink" which is restricted to the "Revenue Secretariat" may be extended to the Deputy Adjutant, Madras Command.	(6) At page 20 against "Ink, Endorsing" insert "The Deputy Adjutant, Madras Command."
Do.	Do.	(7) That "Printing Ink, Black" may be made an article of *general* supply as it is required by all officers in connection with the recording of finger tip impressions.	(7) At page 20 against "Printing Ink, Black" insert "General."
Do. (page 23).	Do.	(8) That "Pencil eraser" (or Vulcanized rubber) may be made an article of general supply on the score of economy.	(8) At page 23 against "Pencil eraser" insert "General," "Public Works Department and Survey and Garrison Instructor" being inserted against "Ink eraser" and "Ink and pencil eraser" only.

Rev & D.S. to [illegible]

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestion in column 5.	Appd ~~Orders and proposed Orders.~~ Orders of Gov
1	2	3	4	5	6	7
Appendix A (page 16).	I. Superintendent of Stationery.	(1) That the supply of "Brown Cartridge, Royal, 46 lb." which is restricted to the Board of Revenue, may be extended to Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Postmaster.	(1) At page 16 against "Brown Cartridge, Royal, 46 lb., 25″ × 20″," insert "Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways, and the Presidency Postmaster."			The proposal of the Superin dent of Stationery is approved. Cmd. 24.2.11
Do. ...	Do.	(2) That the supply of "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," which is restricted to the Secretariat, may be extended to the Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps.	(2) At the same page against "White Cartridge (Europe), Royal, 40 lb., 25″ × 20″," insert "Deputy Assistant Adjutant-General, Royal Artillery, Madras Command, and the Superintendent of Stamps."			Do. Cmd. 24.2.11
Do. (page 18).	Do.	(3) That the supply of "File Books" which is at present restricted to "Hospitals" may be made *general* on the score of economy.	(3) At page 18 against "Half-bound File Books" insert "General."			Do. Cmd. 24.2.11
Do. ...	Do.	(4) That the supply of "*Covers*, Official Demy No. 1, Official Foolscap No. 2, 8½″ × 3¾″, and Official small 5¼″ × 3¼″," which are restricted to "Schools and Hospitals," may be made *general*, as there would not only be a saving of labour in the several offices but economy in the long run.	(4) At page 18 against the items "Official Demy No. 1," "Official Foolscap No. 2, 8½″ × 3¾″," and "Official small 5¼″ × 3¼″," omit "Schools and Hospitals" and insert "General."			Do. Cmd. 24.2.11
Do. (page 19).	Do.	(5) That "Blackwood's Red Ink" which is restricted to "Account offices" should be extended to the "Account branch" of every Collector's office and of other offices for passing bills and pay abstracts and for entering totals in account books and to the office of the Superintendent of Family Payments and Pensions.	(5) At page 19, for the present entry against "Blackwood's Red Ink" ~~insert~~ substitute "the Account branch of every Collector's office and of other offices, and the office of the Superintendent of Family Payments and Pensions."			Do. Cmd. 24.2.11
Do. (page 20).	Do.	(6) That the supply of "Endorsing Ink" which is restricted to the "Revenue Secretariat" may be extended to the Deputy Adjutant, Madras Command.	(6) At page 20 against "Ink, Endorsing" insert "The Deputy Adjutant, Madras Command."			Do. Cmd. 24.2.11
Do. ...	Do.	(7) That "Printing Ink, Black" may be made an article of general supply as it is required by all officers in connection with the recording of finger tip impressions.	(7) At page 20 against "Printing Ink, Black" insert "General."			Do. Cmd. 24.2.11
Do. (page 23).	Do.	(8) That "Pencil eraser" (or Vulcanized rubber) may be made an article of general supply on the score of economy.	(8) At page 23 against "Pencil eraser" insert "General", "Public Works Department and Survey and Garrison Instructor" being inserted against "Ink eraser" and "Ink and pencil eraser" only.			Do. Cmd. 24.2.11 Increase this column

Cont. in this column

Reduce to 20 cms

Increase to 40 cm

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	~~Notes and proposed~~ Orders. of Govt
1	2	3	4	5	6	7
Appendix A (pages 17, 23, 24 and 25).	I. Superintendent of Stationery.	(9) That for the offices of the Deputy Adjutant-General, Madras Command, and the Deputy Assistant Adjutants-General, Rangoon, Belgaum, Bangalore, Secunderabad and Wellington, DRAWING PAPERS, and Materials such as Tracing Cloth, Drawing Pens, Drawing Pins, Ink and pencil erasers, may be supplied.	(9) At page 17, under "*Paper, Drawing*" at page 24, against "Tracing Cloth," at page 24, against "Pins, Drawing" at page 25, against "Pens, Drawing" and at page 23, against "Ink and pencil eraser," insert "Offices of the Deputy Adjutant-General, Madras Command, and the Deputy Assistant Adjutants-General, Rangoon, Belgaum, Bangalore, Secunderabad and Wellington."			The proposal of the Superintendent of Stationery is approved.
Appendix A …	II. Board of Revenue (Separate Revenue). p. 57-62	(1) That the following articles may be included in the Stationery Rules as articles of supply to the Separate Revenue Department:— Paper, Lithographic, Double Royal, 80 lb. Tracing paper. Section paper. Levelling and Survey books. Drawing and Mathematical Instruments. Drawing Pencils. Colour boxes. Brushes. Ink and pencil erasers. Paper-fasteners, Brass. Sponge, ordinary, 1 oz. pieces. Long Cloth. Tracing Cloth. Measuring Tapes. Foot-rules, ordinary, 2 feet. Printing Ink, (black, blue and red). ✓ Postal Scales with weights. (2) That the Board's office (Separate Revenue) may be supplied in future with the following articles:— Paper, Writing, Imperial, Machine-made. Blackwood's Red ink (for account section). ✓ Wax cloth, Superior and Lithographic Materials, such as Transfer Ink, Transfer paper, Lithographic Ink fine, Lithographic pens and holders, Lithographic Varnish, Pumice stone, Snake stone, Sponge, Zinc sheets, Wooden scrapers and leather.	(1&2). In appendix A to the Stationery Rules insert against each article mentioned under proposal (1) "Salt, Abkári and Customs Department" and against those in proposal (2) "Board of Revenue (Separate Revenue)." w/ w/.	Proposals (1) except as regards Postal Scales, and (2) except as regards Wax cloth, Superior may be approved. As regards Wax cloth, Superior referred to in proposal (2) I would submit that the Board is under a misapprehension in the matter. The cloth supplied to the Telegraph Department is white wax cloth obtained from Calcutta at a cost of 3½ annas per yard. The usual Wax cloth manufactured by the Jail Department costs 6 annas a yard and is vastly superior for packing purposes to the Calcutta-made article which is light in texture and in waterproofing and stands but a small strain. The Jail Department has recently been addressed in view to an improvement in the manufacture of Wax cloth being effected.	Same addenda as No. (1) except as regards Postal Scales and as No. (2) except for Wax cloth, Superior. w/ S/ attention of the Board of Revenue will be drawn to the remarks of the	(1) Vide remarks under item No. I(7) as regards "Printing Ink Black". The general supply of postal scales has already been sanctioned in G.O. No. 177 Financial, dated 23rd February 1898 and the necessary addition will be made to the Stationery rules in the next edition which will issue shortly. The supply of other articles to the Board of ~~Separate~~ Revenue ~~Department~~ (Separate Revenue) is sanctioned. (2) Vide remarks under item No. I(3) as regards "Blackwood's red ink". The ~~Government agrees with the~~ Superintendent of Stationery as regards the supply of wax cloth. The supply of other articles to the Board's office (Separate Revenue) is sanctioned.
		(3) That Deputy and Assistant Commissioners be supplied with "Blue-black Ink." (4) That corrections in appendix A to the Stationery Rules in accordance with G.O., No. 177, Financial, dated 23rd February 1898, directing the supply of Gum to all mofussil offices, of Gum bottles with brushes to all officers drawing a salary in excess of Rs. 250 and of Postal scales generally may be ordered to be made.	(3 and 4) No addendum is necessary for proposals (3) and (4) as the sanction asked for was accorded in G.O., No. 1016, Financial, dated 7th November 1898, and the corrections have been carried out as stated in this office letter to Government recorded in G.O., No. 1244, Finl., dated 17th Dec. 1898.	Proposals Nos. (3) and (4) have already been sanctioned in G.Os., No. 1016, Financial, dated 7th November 1898, and No. 177, Financial, dated 23rd February 1898, and the necessary corrections carried out—*vide* G.O., No. 1244, dated 17th December 1898.		(3.) Already sanctioned. Vide G.O. No. 1016 Financial, dated 7th November 1898. 4. Note. The Superintendent has already carried out the alterations. Vide remarks in Columns 4 & 5.

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	~~Notes and proposed~~ Orders of Govt 7
Appendix A ...	II. Board of Revenue (Separate Revenue).	(5) That "Gum Arabic" be supplied to Gazetted officers in the Board's office.	(5) At page 24 against "G Arabic," insert "Gazetted offic of the Board of Revenue (Separat Revenue)".	~~As regards proposal (5)~~ I would mark that "Gum Arabic," is ed for a special purpose in the un Carriage Factory and the urvey Department. The cost of is As. 12 a pound, as against 2½ nnas, the price of ordinary office um. It would be an invidious stinction to sanction "Gum, rabic," for the use of the Gazetd officers of the Separate Reveue Branch of the Board only, nd to make it an article of geneal supply to Gazetted officers ould involve a considerable ncrease of expenditure for which see no justification. In every nsignment of ordinary office um that leaves the Stationery tores there will be found a quanity of pure, clear gum which the ost fastidious gazetted officer hould find good enough for rdinary use. The matter is ntirely in the hands of the office uchi.		The Government agrees with the Superintendent of Stationery.
		(6) That the Commissioner, Secretary and Assistant Secretary as "Heads of Departments" be supplied with "Cachet Crampons" and the requisite seals.	(6) In the addendum to appendix A enter "Cachet Crampon" and again it insert "Commissioner, Secretary an Assistant Secretary, Board of Revenu (Separate Revenue)."	The proposal may be approved.	Same addendum as in col. 4.	Sanctioned.
		(7) That "Finger tip apparatus" may be supplied to important sub-factories remote from circle head-quarters and for use wherever necessary	(7) In the addendum to appendix A insert at the end "Finger tip ap paratus," and against it inser "Important sub-factories of the Sal Department remote from circl Head-quarters."	Do. do.	Do. do.	~~Cause~~ The question will ~~be raised in~~ be forwarded to the Pension Department ~~as regards the supply of "Finger tip apparatus"~~ for consideration
Do. (pages 21 and 26).	III. Board of Revenue (Land Revenue—Forest).	(a) That Forest Settlement-officers be supplied with— (1) Drawing Pencils. (2) Box wood plotting scale 50 feet to an inch.	(a) (1) At page 21 against "Drawing Pencils," insert "Forest Settlement-officers." (2) At page 26 against "Scales plotting, &c." under "*Drawing an Mathematical Instruments*," inser "Forest Settlement-officers."			Sanctioned.
Do. (page 23).	Do. ...	(b) That "Ink and pencil erasers" may be supplied to Draughtsmen employed in District Forest offices.	(b) At page 23, against "Ink an pencil eraser" insert "Draughtsme employed in District Forest offices."	There is no objection to the raughtsmen being supplied with nk and pencil erasers as their ork is similar to that of Draughtsen in the Public Works Department.	Do. do.	Sanctioned.
Do. (pages 23 and 24).	Do. ...	(c) That the District Forest-officer, Tinnevelly, be supplied with— (1) Long Cloth, (2) Tracing Cloth, (3) Ink and pencil erasers.	(c) (1 & 2) At page 24 agains "Long Cloth" and "Tracing Cloth insert "the District Forest-offic Tinnevelly." (3) At page 23 against "Ink a pencil eraser" insert "District Fores officer, Tinnevelly."		~~The necessity for the supply of~~	The supply of Long cloth & tracing cloth to all Dist. Forest Officers is sanctioned. ~~Sanctioned.~~ ~~Ink & pencil erasers~~ ~~The necessity for the supply of~~ ~~Ink & pencil erasers~~ is not apparent, as Draughtsmen employed in Dt. Forest Offices will receive them vide item III (b).

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	~~Notes and proposed~~ Orders of Govt 7
Appendix A (page 18).	IV. Board of Revenue (Land Revenue).	(a) That File Books may be supplied to the District Forest Officer, Ganjám.	(a) At page 18, against "If-bound File Books" insert "Dist Forest Officers."	The request may be granted. The supply should apparently be extended to all District Forest officers.	Same addendum as in col. 4.	(a) Vide remarks under item No. I(3). Cw.S. 24.7.86
Do. (page 19).	Do.	(b) That 15 jars of Blackwood's Red Ink may be supplied as the Board's office should be treated as an account office. p 105	(b) In page 19, against "B-wood's Red Ink" insert "Board Revenue (Land Revenue)."	The proposal may be sanctioned.	Same addendum as in col. 4.	(b) Do. Do. No. I(5). Cw.S. 24.7.86
Do. (page 24).	Do.	(c) That Paper-fasteners are a necessary adjunct to the system of flagging references and that 100 gross of them may be sanctioned for the Board's office. p 105	(c) At page 24, against "P-fasteners, Brass," insert "Board Revenue (Land Revenue)."	The sanction asked for may be accorded.	Same addendum as in col. 4.	(c) Sanctioned. Cw.S. 24.7.86
		(c) That Tahsildars ~~[illegible]~~ ~~[illegible]~~ be supplied with tracing cloth. p 161	(C) At page 24 against "tracing cloth" insert "Tahsildars ~~[illegible]~~".			Sanctioned
Do. (pages 19 and 23).	V. Board of Revenue (Settlement Department).	(a) That Ink erasers (6) and Red Ink jars (6) be supplied to the Board's office. p 172	(a) At page 23 against "Ink eraser" insert "Board of Revenue (Revenue Settlement)". At page 19 against "Blackwood's Red Ink" insert 'Board of Revenue (Revenue Settlement)."			(a) Vide remarks under items No. I(5) and I(8) ~~The supply of Ink erasers to the Board is sanctioned~~. Cw.S. 24.7.86
Do. (page 27).	Do.	(b) That "Measuring Tapes" may be made an article of supply to Minor Irrigation Maistries. p 221	(b) At page 27 under "*Drawing and Mathematical Instruments*" in the end enter "Measuring Tapes" and against it insert "Minor Irrigation Maistries."	The Board of Revenue will in consultation with the Chief Engineer for Irrigation, draw up a statement of the requirements of Minor Irrigation establishments generally & forward the same to the Supdt of Stationery for embodiment in the Stationery rules in [illegible] of the present Appendix.		(b) Sanctioned. Cw.S. 24.7.86
Do. (pages 15, 16, 19 and 24).	VI. Inspector-General of Ordnance, Madras Command.	That he may be supplied with the following articles :— (1) *Paper, Writing*, Medium, Hand-made, Blue-laid, 22" × 17½", 34 lb., for the preparation of Home Indents. (2) Paper, Octavo, Post, Machine-made, thin, superfine, for economising postage in demi-official correspondence. (3) *Papers, Coloured*, Double Foolscap, 27" × 17", 25 lb., yellow and red, for preparing "urgent" and "confidential" slips. (4) Blackwood's Red Ink, as the red-ink powder is found unsuitable.	(1) At page 15, against "Medium, Hand-made, Blue-laid, 34 lb.," under "*Paper, Writing*" insert "Inspector-General of Ordnance, Madras Command." (2) At page 15, after Octavo, Post, Cream-wove, (Crown Vellum,)" insert "Do. thin, superfine," and enter against it "Inspector-General of Ordnance, Madras Command." (3) At page 16, against "Double Foolscap, yellow, 25 lb." and "Double Foolscap, red, 25 lb.", under "*Paper, Coloured*" insert "Inspector-General of Ordnance, Madras Command." (4) At page 19, against "Blackwood's Red Ink" insert "Inspector-General of Ordnance, Madras Command."	The proposal in column 3 may approved with the exception the supply of Blackwood's ink should be restricted to "Account" section of the office.	Same addenda as Nos. 1, 2 and 3 in column 4. At page 19, insert "Office of Inspector-General of Ordnance," Madras Command, "Account Section" against "Blackwood's Red Ink."	(1)(2)(3) Sanctioned. Cw.S. 24.7.86 (4) Vide remarks under item No. I(5). Cw.S. 24.7.86
		(5) Tracing Cloth, dull, black, in rolls of 24 yards. (6) Binder's Cloth for making cases for preserving records. (7) Straw-boards for making cases for preserving records.	(5) At page 24, against "Tracing Cloth" insert "Ordnance Department." (6) At the same page against "Binder's Cloth" insert "Ordnance Department." (7) At page 19, against "Straw-boards" insert "Ordnance Department."	The proposals may be approved.	Same addendum as in col. 4.	(5)(6)(7) Sanctioned. Cw.S. 24.7.86

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by suggestions in column 5.	~~Notes and proposed~~ Orders of Govt
1	2	3	4	5	6	7
Appendix A (pages 19 and 24).	VII. Superintendent, Gun Carriage Factory.	(a) That the following articles may be included as articles of supply to his department:— (1) Straw-boards } for making (2) Calico Cloth } record cases. (3) Long Cloth 36" wide for mounting drawings. (4) Gum bottles for the use of officers and the office. (5) Paper-fasteners, Brass, for the use of records.	(a) (1) At page 19 against "Straw-boards" insert "Gun Carriage Factory." (2) At page 24 against "Binder' Cloth" insert "Gun Carriage Factory." (3) At the same page against "Long Cloth" insert "Gun Carriage Factory." (4) The supply of Gum bottles to the Factory does not necessitate any addition as sanction is conveyed by G.O., No. 177, Financial, dated 23rd February 1898. (5) At page 24 against "Paper-fasteners, Brass," insert "Gun Carriage Factory."	The proposal to supply the Factory with the articles mentioned in column 3 may be approved in the circumstances explained by the Superintendent with the exception of the two extra Gum bottles for the use of the office.	Same as in column (4) ...	Note. These articles are included in the list referred to in proposal(b) below.
Do. (pages 16, 17, 23 and 24).	Do.	(b) A list of special articles required for drawing, sketching, heliograph, lithograph and record purposes is submitted, and it is requested that those articles may be supplied according to the scale proposed.	(b) Insert at the end "Appendix A, Special articles to be supplied to the Gun Carriage Factory, Madras," and enter the list as forwarded by the Superintendent.	Of the articles enumerated in the list, "Transfer paper," "Gum Arabic," fine and "*Sponge*, Best, Turkey" are among the articles of supply sanctioned for the "Gun Carriage Factory"—*vide* Appendix A to the rules. *Paper, Printing*, Royal, fine, thick, 28 lb., is not kept in stock; 32 lb. paper of the same quality can be supplied instead. Lithograph Medium drawing paper is an obsolete article. Imperial paper can be supplied in lieu. The other articles mentioned may be supplied.	Same addendum as in column 2 and omit from Appendix A, articles "Transfer paper", "Gum Arabic", and "*Sponge*, Best, Turkey," for the Gun Carriage Factory and enter in the list of special articles "4" instead of "6" against Gum bottles, "quires 5—6 sheets" instead of quires 2—6 sheets against "Imperial Dtawing paper" and "32 lb." instead of "28 lb" against "Printing, Royal, fine, thick"—(*vide* column 3 of the statement that accompanied this office letter, No. 924, dated 18th April 1899, as regards Gum bottles). The addenda proposed in column 4 of that statement are now unnecessary.	The articles mentioned in the list of special articles submitted by the Superintendent, Gun Carriage Factory are sanctioned subject to the following remarks:- (1) Paper, Printing, Royal 32 lb. will be supplied in lieu of 28 lb. paper which is not kept in stock. (2) Imperial paper will be supplied in lieu of lithograph medium paper drawing, (3) Transfer paper, Gum Arabic, & Sponge, Best, Turkey, are already sanctioned for supply. ~~[illegible]~~. (4) Gum bottles are allowed only to officers drawing a salary in excess of Rs.250 per mensem - G.O.No.177, Financial, dated 23rd February 1898. The two gum bottles required for the use of the office cannot therefore, be ~~allowed~~ admitted
Do. (pages 16 and 19).	VIII. Deputy Adjutant-General, Madras Command, Ootacamund.	(a) That the Royal Artillery Office, Madras Command, may be supplied with— (1) Double Foolscap, dark-blue, 25 lb., 27" × 17"—(4 quires), for covers for the annual report. (2) White Cartridge, Europe, 40 lb. (4 quires), for covers when transmitting confidential documents. (3) Card-boards, white, 24½" × 19¼"—(No. 12) for mounting diagrams.	(1) At page 16 under "*Paper Coloured*" against "Double Foolscap, blue, 25 lb.", insert "Royal Artillery office, Madras Command (4 quires)." (2) On the same page, against "White Cartridge, (Europe) Royal, 40 lb.", insert "Royal Artillery Office, Madras Command (4 quires)." (3) At page 19, against "Europe Card-boards, white, 24½" × 19¼"", insert "Royal Artillery Office, Madras Command (one dozen)."	The proposals in column 3 are unobjectionable.	Same addenda as Nos. (1), (2) and (3) in column 4.	(1) & (3) Sanctioned. (2) Vide remarks under item No.I(2)
		(b) That ~~[illegible]~~ straw boards for the manufacturing of file boxes may be supplied to the Commissary Gl., Madras Command	(b) At page 19 against "Straw boards" insert "Commissary General, Madras Command."			Sanctioned

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Addition to the Stationery Rules necessitated by the acceptance of proposal in column 3. 4	Suggestions of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	~~Notes and proposed~~ Orders of Govt. 7
Appendix A (pages 16 and 19).	IX. Chief Engineer for Irrigation and Joint Secretary to Government, Public Works Department.	(*a*) That (1) Brown Cartridge, Royal, 46 lb. paper and (2) Stephen's Blueblack Ink may be supplied for the use of the whole office. p. 115	(*a*) (1) At page 16 against "Bro Cartridge, Royal, 46 lb.," inse "Chief Engineer for Irrigation" an Joint Secretary to Government, Publ Works Department. (2) At page 19, against "Blu **black Ink**," insert "Office of the Chi **Engineer for Irrigation** and Join **Secretary** to Government, Publ **Works Department.**	The proposal regarding the sup- ly of Brown Cartridge, Royal, 46 b., can be accepted. As the office f the Chief Engineer for Irriga- tion is also a Secretariat office, Stephen's Blue-black ink is autho- ised for the use of that officer. Country Blue-black may be issued for the use of the "other gazet- ted officers," but the office estab- lishment should use black ink made from powder as in the case of the establishments of the other branches of the Secretariat.	Same addendum as No. 1 in column 4.	(a) (1) Vide remarks under I(1). (2) The Superintendent's suggestion in regard to the supply of Blue Black ink & Black-ink powder in col. 5 is approved. Cml. 24.2.26
Do. (pages 19, 21 and 24).	IX. Chief Engineer for Irrigation, Tank Restoration Scheme.	(*b*) That the following may be included as articles of supply to his office:— (1) Straw-boards, 30" × 25", 2 lb. (2) Blue-black Ink. (3) Blackwood's Rubian Red Ink. (4) Swan Quills. (5) Tape Tags. p. 191	(*b*) **(1) At page 19 against** "Straw boards, 30" × 25", 2 lb.," insert "Chie Engineer for Irrigation, Tank Resto ration Scheme." (2) At the same page again "Blue-black Ink," insert "Chi Engineer for Irrigation, Tank Rest tion Scheme." (3) At the same page again "Black-wood's Red Ink" ins "Chief Engineer for Irrigation, Ta Restoration Scheme." (4) At page 21 against "Swa Quills," insert "Chief Engineer fo Irrigation, Tank Restoration Scheme." (5) At page 24 against "Tap Tags," insert "Chief Engineer fo Irrigation, Tank Restoration Scheme.			(b) (1) & (5) Sanctioned. (2) Vide ~~remarks under~~ item IX, (a)2, supra. 3. Vide remarks under item No. I(5). 4. The supply of Swan quills ~~to the Chief Engineer's office~~ is sanctioned, but ~~[illegible]~~ the use of these articles are restricted to Heads of departments & covenanted assistants ~~only~~. Cml. 24.2.26
Do. (pages 18 and 19).	X. Inspector-General of Prisons.	That the Jail department may be supplied with— (1) File-books for filing Government Orders and Circulars, and (2) Straw-boards for preparing History tickets of convicts. p. 79	(1) At page 18 under "*Blank Books*" against "Half-bound Fil Books", insert "Jail Department." (2) At page 19 against "Straw boards" insert "Jail Department."	The proposals in column 3 are unobjectionable.	Same addenda as in column 4.	(1) Vide remarks under item No. I(3) Cml. 24.2.26 (2) Sanctioned. Cml. 24.2.26
Do. (pages 15, 19 and 23).	XI. Registrar, High Court, Madras.	That the Judges of the High Court may be supplied with— (1) Quarto, Post, Hand Made, Cream Laid paper. (2) Square envelopes to match Hand Made Cream Laid paper. (3) Ink and pencil erasures. p. 119	(1) At page 15, against "Quarto Post, Hand Made, Cream Laid, 8½" × 13¼"", insert "Judges of the High Court." (2) At page 19, under *Covers* against "To match, Foolscap, Hand Made, &c.", insert "Judges of the Hi Court." (3) At page 23, against "Ink and pencil erasure" under "*Rubber*" insert "Judges of the High Court."	I have no objection to offer to he Judges of the High Court eing supplied with these articles.	Same as in column 4.	Sanctioned. Cml. 24.2.26

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Addition to the Stationery Rules nec by the acceptance of proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestions in column 5.	~~Notes and proposed~~ Orders of Govt
1	2	3	4	5	6	7
Appendix A (pages 16, 17, 18, 21, 22, 24 and 27).	XII. Superintendent, Government Museum.	That the following articles of stationery may be supplied:— (1) Tissue paper.	(1) At page 16, against " Royal Tissue, 40" × 25" " *Paper Printing*" insert "Su dent, Government Museum."	These suggestions may be approved with the exception of "Cambric Cloth, bleached," which is not supplied by this office.	Same addenda as in column 4 with the exception noted in column 5.	Vide remarks under item No. I(3) as regards File-books. The supply of other articles, except "Cambric Cloth, bleached", is sanctioned.
		(2) Filtering paper.	(2) At page 17, against Filtering," insert "Superin Government Museum."			
	p 123	(3) File Books.	(3) At page 18, against bound File books" insert "S tendent, Government Museum			
		(4) Long Cloth.	(4) At page 24, against Cloth" insert "Superint Government Museum."			
		(5) Cambric Cloth, bleached.	(5) At the same page, " Long Cloth, 60" wide" and " pore Cloth" insert "Cambric bleached," and against this ins perintendent, Government M			
		(6) Drawing paper and materials.	(6) At pages 17, 18, 21 wherever Drawing paper and ma are mentioned insert "Superinte Government Museum."			
		(7) Mathematical instruments (Brass-bound Foot-rule, Scale one foot divided into 12 inches up to $\frac{1}{20}$ of an inch, Foot-rule, ordinary, 2 feet).	(7) At page 27, at the e Mathematical Instruments "Brass bound Foot-rule, Sc foot divided into 12 inches up of an inch" and "Foot-rule, nary, 2 feet" and enter "Super dent, Government Museum," a those articles.			
		(8) Turpentine.	(8) At page 27, after "Col Thomas etc.," insert "Turpen and against this enter "Super dent, Government Museum."			
Do. (page 20).	XIII. Superintendent, Madras Survey.	(*a*) That Printing Ink may be included as an article of supply to his office. p 206	(*a*) At page 20 insert "Su Department" against "Printing (Black, Blue and Red)."			Vide remarks under item No. I(7). The Supply of Printing Ink (Blue and Red) to the Supdt. Madras Survey is Sanctioned.
Do. (page 21).	Do.	(*b*) That Drawing Pencils may be supplied to the following officers:— Draftsman ... ... 12 Computer draftsman ... 12 Lithographer (plate corrector) ... ... 12 p 206	~~(*b*) No alteration is necessary~~ The fact that a Survey Department is shown ag Drawing Pencils.			The attention of the Supdt of Survey will be drawn to the remarks of the ~~A~~ Supdt of Stationery

8

Stationery Rules affected.	Department or officer proposing the change.	Proposal.	Addition to the Stationery Rules necessitated by the acceptance of proposal in column 3.	Suggestions of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by suggestions in column 5.	~~Notes on proposed~~ Orders of Govt
1	2	3	4	5	6	7
Appendix A (pages 17, 19 and 24).	XIV. Superintendent, Government Press. p. 27	That the following articles may be included as articles of supply to his department:— (1) Blue-black Ink. (2) Ivory cards, double large packs. (3) Gum Arabic. (4) Eyelets. (5) Carbonic paper.	(1) At page 19 against "Blue-black Ink," insert "Government Press." (2) At the same page after "Drawing boards, wooden," under "*Boards, &c.,*" insert, "Ivory Cards, double, large packs" and against this item insert "Superintendent, Government Press." (3) At page 24 against "Gum Arabic" under "*Miscellaneous Articles*" insert "Government Press." (4) At the same page under "*Needles, &c.,*" against "Eyelets" insert "Government Press." (5) At page 17 against "Paper, Carbonic," insert "Government Press."	The proposal may be accepted.	Same as in column (4).	Sanctioned. C.W.S. 24. VIII
Appendix A (page 19).	XV. Director of Public Instruction. p. 30	1. That Straw-boards 400 (1 lb.) and 100 (2 lb.) may be included as articles of supply to the Secretary to the Board of Examiners for Teachers' Certificates.	At page 19 against "Straw-boards" insert "Secretary to the Board of Examiners for Teachers' Certificates."	May be approved.	Same as in column (4).	Sanctioned. C.W.S. 24. VIII
	p. 27	~~2. That stationery articles may be supplied to the College of Agriculture~~	~~At page 15 [illegible] "Paper [illegible]" insert "College of Agriculture"~~			~~[illegible]~~
		~~3. That Drawing paper & [illegible] may be supplied to the Forest Training School, [illegible]~~	~~At page 17 against "Tracing paper" insert "Forest Training School – [illegible]". At p. 24 under "[illegible]" insert "Forest Training School [illegible]"~~			~~so~~
Appendix A (page 24).	XVI. Inam Commissioner. p. 145	That the full supply of forty rolls of Country Tape, White may be passed for supply.	This requires no addition to the rules as tape is an article of general supply.	The full quantity of Country tape claimed by the Inam Commissioner has been passed in the light of the explanation furnished.		No ~~[illegible]~~ alteration in the rules ~~sanctioned~~. is called for C.W.S. 24. VIII
	27	~~4. That Sub-assistant [illegible] [illegible] may be supplied with 80 yds of long cloth.~~	~~At page 24 against "Long cloth" insert "Sub-assistant, [illegible] [illegible]" –~~			~~Sanctioned~~
	XVI-A. Supdt. of Family Payments and Pensions. p. 243	That (1) Red ink~~[illegible]~~ (2) Grass Mill ~~Boards~~ may be supplied to his office	At page 19 against "Blackwood's Red Ink" and "Straw-boards" insert "Office of the Supdt of Family payments and Pensions"	Note. The Supdt of Stationery has supplied these articles in anticipation of the sanction of Govt.		(1) Vide remarks under item No I (5). (2) Sanctioned. C.W.S. 24. VIII
	~~XVI B. Inspector of Registration~~	~~That printing ink may be supplied for the use of Registering Officers~~	~~At page 20 ~~against printing~~ ink insert "Registration department" ~~insert~~ against "Printing ink"~~			Sanctioned

Vide

8
of Coll

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3. 4	Suggestion of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestions in column 5. 6	~~Notes and proposed Orders.~~ 7
Appendix E (page 49).	Superintendent of Stationery.	(1) That Attenders may be allowed the following scale:— 2 Black lead pencils } per annum. 2 Penholders } 1 Rubber piece } p. 198	(1) At page 49, in the scale giv for *Pencils, &c.,* against "Attenders" insert— Black lead. 2 Penholders. 2 India rubber piec 1			necessity for the supply of rubber is not apparent – The remaining The proposals of the Superintendent the Stationery ~~is~~ are approved. C.W.S. 24.2.96
Do.	Do.	(2) That in Appendix E the term "Heads of departments" in the scale for *Pencils, &c.,* may be altered to "Gazetted Officers and Local Heads of departments" so that rule and practice may agree. p. 198-199	(2) At page 49, in the scale giv for *Pencils, &c., omit* "Heads departments" and insert "Gazett officers and Local Heads of depa ments."			
Do.	Do.	(3) That the following scale of supply of Pencils for the establishment of the Stationery office may be sanctioned:— — | Black lead. | Red pencil. | Blue pencil. Manager .. | 4 | 2 | 2 Storekeeper .. | 4 | 2 | 2 Assistant Storekeeper .. | 4 | .. | .. Ten Clerks (each) .. | 4 | .. | .. Packers .. | 2 | 2 | 2 p. 199	(3) At page 49, in the scale giv for *Pencils, &c., add*— *Stationery office.* — | Black lead. | Red pencil. | Blue pencil. Manager .. | 4 | 2 | Storekeeper .. | 4 | 2 | Assistant Storekeeper .. | 4 | .. | .. Ten Clerks (each) .. | 4 | .. | .. Packers .. | 2 | 2 |			The proposal of the Superintendent Stationery is sanctioned. C.W.S. 24/2/98
Do.	Do.	(4) That the undermentioned members of the office establishment of the Examiner, Army Clothing Accounts, the Examiner, Ordnance Accounts, the Controller, Military Accounts, and the Pay Examiner, Madras, may be considered as Accountants in the matter of supply of pencils— 1. Superintendent. 2. Supervisors. 3. Apprentices (Assistant Auditors). p. 200	(4) At page 49 in the scale give for *Pencils, &c.,* insert "Superintendents, Supervisors and Apprentic (Assistant Auditors) of the offices of t Examiner, Army Clothing Account the Examiner, Ordnance Accounts, t Controller, Military Accounts, and t Pay Examiner, Madras."			Sanctioned. C.W.S. 24.2.98
Do.	Do.	(5) That the Manager, Kanakapillay and Munshis, Remount Depot, Hosur, may be treated as Accountants in the matter of supply of pencils and that Chowdries, Duffadars and Maistries of that Depot may also be supplied with pencils as they are required to take notes regarding the feeding of horses under their charge. p. 201	(5) At page 49 in the scale given fo "*Pencils, &c.*" insert "Manager Kanakapillay and Munshis, Remoun Depot, Hosur," and enter against them the scale fixed for "Accountants" also insert in that scale "Chowdries Duffadars and Maistries, Remoun Depot, Hosur" and against them enter ~~the number of~~ 2 black lead pencils ~~required by each~~.			Sanctioned. C.W.S. 24.2.98

<table>
<tr><th>Stationery Rules affected.</th><th>Department or Officer proposing the change.</th><th>Proposal.</th><th>Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3</th><th>Suggestion of the Superintendent of Stationery.</th><th>Alterations in the Stationery Rules necessitated by the suggestions in column 5.</th><th>Notes and proposed Orders. of Cost</th></tr>
<tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr>
<tr><td>Appendix E (page 49).</td><td>Superintendent of Stationery.</td><td>(1) That Attenders may be allowed the following scale:—
2 Black lead pencils
2 Penholders
1 Rubber piece
} per annum.
p. 198</td><td>(1) At page 49, in the scale giv for <i>Pencils, &c.</i>, against "Attender insert—<table><tr><th>Black lead.</th><th>Penholders.</th><th>India rubber piec</th></tr><tr><td>2</td><td>2</td><td>1</td></tr></table></td><td></td><td></td><td>~~Attenders are not~~ The necessity for supplying Attenders with rubber is ~~not~~ clear ~~remaining~~
The proposals of the Superintendent of Stationery ~~is~~ are approved.
Cur.S. 24.7.88.</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(2) That in Appendix E the term "Heads of departments" in the scale for <i>Pencils, &c.</i>, may be altered to "Gazetted Officers and Local Heads of departments" so that rule and practice may agree.
p. 198-199</td><td>(2) At page 49, in the scale giv for <i>Pencils, &c.</i>, <i>omit</i> "Heads departments" and insert "Gazett officers and Local Heads of depa ments."</td><td></td><td></td><td>~~Do.~~
Sanctioned
Cur.S. 24.7.88.</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(3) That the following scale of supply of Pencils for the establishment of the Stationery office may be sanctioned:—<table><tr><th>—</th><th>Black lead.</th><th>Red pencil.</th><th>Blue pencil.</th></tr><tr><td>Manager ..</td><td>4</td><td>2</td><td>2</td></tr><tr><td>Storekeeper ..</td><td>4</td><td>2</td><td>2</td></tr><tr><td>Assistant Storekeeper ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Ten Clerks (each) ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Packers ..</td><td>2</td><td>2</td><td>2</td></tr></table>p. 199</td><td>(3) At page 49, in the scale giv for <i>Pencils, &c.</i>, <i>add</i>—
<i>Stationery office.</i><table><tr><th>—</th><th>Black lead.</th><th>Red pencil.</th><th>Blu pencil</th></tr><tr><td>Manager ..</td><td>4</td><td>2</td><td></td></tr><tr><td>Storekeeper ..</td><td>4</td><td>2</td><td></td></tr><tr><td>Assistant Storekeeper ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Ten Clerks (each) ..</td><td>4</td><td>..</td><td>..</td></tr><tr><td>Packers ..</td><td>2</td><td>2</td><td></td></tr></table></td><td></td><td></td><td>The scale of supply to the Manager & ~~Asst.~~ Do. Storekeeper of the Stationery Office is sanctioned. The ~~Asst. Storekeeper & the~~ clerks should be restricted to the supply made to clerks in other offices ~~— The~~
the Asst. Storekeeper & Packers
Cur.S. 24.7.88</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(4) That the undermentioned members of the office establishment of the Examiner, Army Clothing Accounts, the Examiner, Ordnance Accounts, the Controller, Military Accounts, and the Pay Examiner, Madras, may be considered as Accountants in the matter of supply of pencils—
1. Superintendent.
2. Supervisors.
3. Apprentices (Assistant Auditors).
p. 200</td><td>(4) At page 49 in the scale give for <i>Pencils, &c.</i>, insert "Superinte dents, Supervisors and Apprentic (Assistant Auditors) of the offices of t Examiner, Army Clothing Account the Examiner, Ordnance Accounts, t Controller, Military Accounts, and t Pay Examiner, Madras."</td><td></td><td></td><td>Do. sanctioned
Cur.S. 24.7.88</td></tr>
<tr><td>Do.</td><td>Do.</td><td>(5) That the Manager, Kanakapillay and Munshis, Remount Depot, Hosur, may be treated as Accountants in the matter of supply of pencils and that Chowdries, Duffadars and Maistries of that Depot may also be supplied with pencils as they are required to take notes regarding the feeding of horses under their charge.
p. 201</td><td>(5) At page 49 in the scale given fo "<i>Pencils, &c.</i>" insert "Manager Kanakpillay and Munshis, Remoun Depot, Hosur," and enter against them the scale fixed for "Accountants" also insert in that scale "Chowdries Duffadars and Maistries, Remoun Depot, Hosur" and against them enter ~~the number of~~ black lead pencils ~~required by each.~~ 2</td><td></td><td></td><td>Do
Cur.S. 24.7.88</td></tr>
</table>

2 10. 10 √

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3 4	Suggestion of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestion in column 5. 6	~~Notes and proposed Orders.~~ 8 of Cont 7
Appendix E (page 49).	XVII Superintendent of Stationery.	(6) That the Gate-keepers attached to the offices of the Collector of Sea Customs, the Ordnance Officer in charge, Harness and Saddlery Workshops, Perambur, and the Superintendent, Government Maternity Hospital, may be supplied with the following scale of stationery :— Black lead No. 2 } per annum. Penholders „ 2 } Rubber piece „ 1 } p. 201	(6) At page 49 in the scale given for *Pencils, &c.*, insert "Gate-keepers attached to the offices of the Collector of Sea Customs, the Ordnance Officer in charge, Harness and Saddlery Workshops, Perambur, and the Superintendent, Government Maternity Hospital," and enter the following scale :— Black lead. 2 Penholders. 2 India rubber piece. 1			The necessity for the supply of rubber is not apparent. The remaining proposals of the Superintendent of the Stationery ~~is~~ are approved. Cmd. 26.2.98
Do. XVIII	Superintendent, Government Press. p. 25126	That 26 Black lead pencils and 112 Coloured pencils more may be supplied to his office as per lists A and B forwarded by him.	At the end of the scale given for *Pencils, &c.*, insert a distribution list (Extracts of lists A and B furnished by the Superintendent) showing the demand for 208 Black lead pencils and 128 Coloured pencils for Government Press.	The demand for eight Coloured pencils for each Superintendent annually seems excessive. They may be classed as Heads of departments mentioned in G.O., No. 584, Financial, dated 1st August 1894, and allowed six Coloured pencils each.	Same as addendum in column 4, except that provision would be made for 122 Coloured pencils only as suggested in column 5.	The proposal of the Superintendent of Stationery is sanctioned. Cmd 26/2 98
Do. XIX	Chief Engineer for Irrigation and Joint Secretary to Government, Public Works Department.	That four Black-lead pencils *per annum* may be supplied to the Manager and the Superintendent of the Finance Branch. p. 13	At page 49 in the scale given for *Pencils, &c.*, insert— Black lead. Red pencil. Blue pencil. The Manager and the Superintendent of the Finance Branch of the Office of Chief Engineer for Irrigation, each } 4	The proposal regarding the supply of 4 pencils for the Manager and the Head Clerk can be accepted.	Same addendum as in col. 4.	Sanctioned. Cmd 24.2.98
Do. XX	Chief Engineer for Irrigation, Tank Restoration Scheme.	That Black-lead pencils may be supplied at the following scale :— Pencils. Assistant Chief Engineer for Irrigation ... 4 Manager ... ... 4 Seven Clerks ... 14 One Clerk (Draughtsman) ... 4 One Head Draughtsman... ... ... 4 Seven Assistant Draughtsmen ... 28 Four Tracers ... ... 12 One Muchi ... ... 2 72 p. 192	In the scale given at page 49, insert the names of officers given in column 3 and the number of Pencils opposite to them.			Sanctioned. Cmd 24.2.98

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	Suggestion of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestion in column 5.	Notes ~~and proposed~~ Orders.
1	2	3	4	5	6	7
Appendix E (page 49).	XXI Board of Revenue, (Land Revenue).	(1) That the following officers may be supplied with four Black-lead and two Coloured pencils of each sort *per annum* :— (1) Huzur Sheristadars. (2) English Head Clerks. (3) Tahsildars. (4) Deputy Tahsildars. (5) Stationary Sub-Magistrates. (6) Huzur Treasurers.	(1) At page 49, in the scale prescribed for "*Pencils, Penholders, &c.*," insert (1) Huzur Sheristadars, (2) English Head Clerks, (3) Tahsildars, (4) Deputy Tahsildars, (5) Stationary Sub-Magistrates, (6) Huzur Treasurers and enter against them— Black lead. 4 Red pencil. 2 Blue pencil. 2	There is a difference of opinion regards the necessity for the pply of Coloured pencils for the of the six officers mentioned column 3, proposal (2). This been brought to the notice Government in this office letter, ference No. 1614, dated 17th arch 1899, recorded in G.O., o. 380 R., dated 23rd ultimo.	Same as in column 4.	The ~~limit fixed in G.O. No. 1107 Finl., d/24th November 1898, as regards non-gazetted officers will be maintained.~~ proposal of the Board of Revenue is sanctioned 24.9.99.
Do.	Do.	(2) That Deputy Collectors may be included among Heads of departments who are entitled to six Coloured pencils according to G.O., No. 584, Financial, dated 1st August 1894. p. 21.	(2) In the same page, in the list of "Heads of departments entitled to six Coloured pencils *per annum*" insert "Deputy Collectors" under the heading "Revenue Department."	Personally I do not think any increase necessary. I would invite attention to G.Os., Nos. 1107, Financial, dated 4th November 1898, [illegible].	.....	The ~~proposal of the Board to in-~~ clude Deputy Collectors among Heads of Departments who are supplied with six coloured pencils under G.O. No. 584 Financial, dated 1st August 1894 is ~~approved~~ sanctioned 24.9.99.
Do.	Do.	(3) That it supports the proposal of the Collector of Ganjám that one coloured pencil of each sort may be allowed for each of the officers named below :— Sheristadars. English Head Clerk. Tahsildars. Deputy Tahsildars. Stationary Sub-Magistrates.	(3) At page 49, in the scale for the supply of "*Pencils, &c.,*" insert the five officers noted in column 3 and against them enter— Red pencil. 1 Blue pencil. 1	*Vide* my Dis. No. 924, dated 8th April 1899, and remarks pra. against (1)	Same as in column 4.	Vide item XXI (1) 24.9.99.
Do.	Do.	(4) That the three Uncovenanted Assistants, Managers, Head Clerks, Indexer, Chief Auditor and twenty clerks doing the duties of Accountants may be treated as Accountants in the matter of supply of Coloured and Black lead pencils. p. 107 Why?	(4) At page 49, in the scale for the supply of *Pencils, &c.*, insert "Uncovenanted Assistants, Managers, Head Clerks, Indexer, Chief Auditor and twenty clerks, doing duty of Accountants in the office of the Board of Revenue (Land Revenue)" and enter against them the scale prescribed for Accountants.	The proposal may be sanctioned. and clerks doing the work of Accountants	Do.	~~Sanctioned.~~ Uncovenanted Assts, Registrar, Managers, Head Clerks in the offices of the Secretariat & of the Board of Revenue will be ~~treated as Accts~~ granted the same supply of pencils as Accountants 24.9.99 ~~Sanctioned~~
		(5) That ~~the~~ Taluk head gumastahs ~~[illegible]~~ may be supplied with 2 black lead & 2 coloured pencils of each sort per annum	At page 49 in the scale prescribed for pencils &c. insert "Taluk head gumastahs, ~~[illegible]~~ & Sheristadars" & enter against them. Black lead 2 coloured pencils 2.			
Do. XXII	Board of Revenue (Land Revenue—Forest).	That Range officers may be treated as "Accountants" in the matter of the supply of Pencils (Black lead and Coloured). p. 97	At page 49, in the scale prescribed for *Pencils, Penholders, &c.*, insert "Range officers of the Forest Department" and enter against them the scale prescribed for Accountants.	The proposal may be approved.	Same addendum as in column 4.	Sanctioned. 24.9.99
		(6) That despatching clerks in the Collrs' & Divisional Offices may be supplied with blue pencils	At page 49 in the scale prescribed for pencils &c. insert "Despatching clerks in the Collectors' & Divisional Offices" & enter against them Blue pencils – 2			The Supdt. of Stationery will be requested

<table>
<tr><th>Stationery Rules affected.</th><th>Department or Officer proposing the change.</th><th>Proposal.</th><th>Additions to the Stationery Rules necessitate by the acceptance of the proposal in column</th><th>Suggestion of the Superintendent of Stationery.</th><th>Alterations in Stationery Rules necessitated by the suggestion in column 5.</th><th>~~Notes and proposed~~ Orders. of Govt</th></tr>
<tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr>
<tr><td>Appendix E (page 49)</td><td>XXIII
Board of Revenue (Separate Revenue).</td><td>(1) That the Deputy and Assistant Commissioners, Salt, Abkári and Customs Department, and the Assistant Secretary to the Commissioner of Salt, Abkári and Separate Revenue may be included in the list of officers entitled to six Coloured pencils <i>per annum.</i>"
(2) That the following officers be treated as Accountants in the matter of supply of Pencils :—
The Head clerks and Accountants, Special duty Sub-Inspectors and Clerks employed on credit work in the Board's office, as also Head Clerks of Deputy and Assistant Commissioners' offices and Inspectors and Assistant Inspectors.
(3) That the Emigration Agent, Tanjore, may be supplied with Pencils at the following scale per annum :—
Pencils.
Black lead. 4 — Red lead. 2 — Blue lead. 2
(4) That Customs Superintendents may be supplied with four coloured pencils per annum</td><td>(1) At page 49 insert " Assistan Secretary to the Commissioner Separate Revenue and Assistant a Deputy Commissioners of Salt, Abk and Customs Department " in list of officers entitled to six Colou pencils <i>per annum</i> under the h " Revenue Department."
(2) At the same page in the sc given for <i>Pencils, &c.</i>, insert officers mentioned in proposal column 3 and enter against them scale prescribed for Accountants.
(3) In the scale given at page insert " Emigration Agent, Tanjo and against this entry enter the s given in column 3, proposal 3.
(4) In the scale given at p insert " Customs Superin &amp; against this entry enter the scale given in col 3</td><td>The proposal may be approved.</td><td>Same addendum as in column 4.</td><td>(1) The proposal of the Board to include ~~the~~ Deputy and Assistant Commissioners of the Salt, Abkari &amp; Customs Department, &amp; the Assistant Secretary to the Commissioner of Salt, Abkari &amp; Separate Revenue, among heads of departments entitled to 6 coloured pencils per annum is approved.
(2) Sanctioned.
(3) Sanctioned.
Sanctioned</td></tr>
<tr><td>Appendix E (page 49).</td><td>XXIV
Board of Revenue (Revenue Settlement).</td><td>(1) That for the establishment of Settlement Parties and for the Superintendent, Civil Veterinary Department, and his establishment the following scale of <i>Pencils, &c.</i>, may be passed :—
<table>
<tr><th>Officers.</th><th>Black lead pencils.</th><th>Red pencils.</th><th>Blue pencils.</th><th>Steel nibs.</th><th>Blotting paper.</th></tr>
<tr><td><i>Settlement Department.</i></td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>1. Supervisor ..
2. Additional Supervisor ..
3. Inspector ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr>
<tr><td>4. Head Classifier ..
5. Extra Head Gumasta ..
6. Superintendent ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>1</td></tr>
<tr><td>7. Classifier ..</td><td>4</td><td>..</td><td>..</td><td>6</td><td>1</td></tr>
<tr><td>8. Extra Gumasta ..</td><td>4</td><td>..</td><td>..</td><td>6</td><td>1</td></tr>
<tr><td>9. Head Clerk of Party office ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr>
<tr><td>10. Head writer of Party office ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr>
<tr><td><i>Civil Veterinary Department.</i></td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>11. Superintendent ..</td><td>4</td><td>3</td><td>3</td><td>6</td><td>4</td></tr>
<tr><td>12. Head Clerk ..</td><td>4</td><td>2</td><td>2</td><td>6</td><td>3</td></tr>
<tr><td>13. Stock Inspectors.</td><td>4</td><td>..</td><td>..</td><td>6</td><td>1</td></tr>
</table></td><td>(1) At page 49, after the scale fo issue of " <i>Pencils, &c.,</i>" ent scale given in column 3 and same page insert "Superinten Civil Veterinary Department," list of Heads of Departments en to six Coloured pencils under " <i>Re Department.</i>"</td><td>In G.O., No. 1126, Financial, dated 29th November 1898, orders were passed regarding the supply of Pencils for the Supervisor and Head Classifiers of the Field establishment and Head clerks and Head writers of Party office establishment. The scale now proposed by the Board is exhaustive and may be sanctioned in supersession of previous orders. I would, however, remark that the system on which the allowance of blotting paper ranging from 4 to 1 sheet <i>per mensem</i> has been arrived is not apparent seeing that it is proposed to allow all individuals concerned the maximum number of steel nibs, <i>i.e.</i>, six.</td><td>Same as in column 4.</td><td>The scale proposed by the Boa is sanctioned in supersession of previous orders.</td></tr>
</table>

280

13

8

Stationery Rules affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated the acceptance of the proposal in column 3 4	…sion of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestion in column 5. 6	Notes and proposed Orders. 7
Appendix E (page 49).	XXIV Board of Revenue (Revenue Settlement).	(2) That the Board in the Settlement Department may be treated as an Account Office in the matter of supply of Pencils—Black lead and Coloured ones. p. 175-76.	(2) At page 49 in the scale given f Pencils, &c., insert " Board of Reven (Revenue Settlement)" and enter— Black lead. Red pencil. Blu penc 60 ministerial officers, each 4 2 2 Agricultural Inspectors 4 … …		—	~~Sanctioned~~ Vide item XXI (4) Cw8. 24/7/[illegible]
Do. XXV	Inspector-General of Ordnance, Madras Command. p. 70	That seven of his clerks may be treated as Accountants in the matter of supply of Pencils, Black lead and Coloured, in consideration of the nature of their work.	At page 49 in the scale given f *Pencils, &c.*, insert "seven clerks the office of Inspector-General Ordnance, Madras Command" a enter— Black lead. 4 Red pencil. 2 Blue pencil. 2	proposal in column 3 may roved.	Same addendum as in col. 4.	Sanctioned Cw8. 24 7 [illegible]
Do. XXVI	Deputy Adjutant-General, Madras Command. p. 72	That the Royal Artillery office, Madras Command, may be supplied with Additional number of Black lead pencils (No. 2) for the use of the Head Clerk of the office.	At page 49 in the scale given Pencils, &c., insert "Head Cle Royal Artillery, Madras Command and enter against him under the hea ing "Black lead" 4 and *nil* und other heads.	proposal is unobjection-	……	Do. Cw8. 24 7 [illegible]
Do. XXVII	Superintendent, Madras Survey.	That Black lead pencils may be supplied according to the scale in the statement enclosed. p. 207	In the scale given at page 49, ins the officers mentioned in the stateme enclosed and the number of black le pencils given against them.			The remarks of the Supdt. of Stationery ~~will be awaited~~ on this proposal will be awaited Cw8. 24 7 [illegible]
Do. XXVIII	The Director of Public Instruction. p. 226	(1) That the Assistant ~~and the~~ and Manager and the Head clerk of his office may be treated as "Accountants" in the matter of the supply of Pencils, &c. (2) That the following scale of Pencils, &c., may be sanctioned for the Text-Book Committee:— Black lead pencils … 24 Blue pencils … … 12 Red do. … … 12 Penholders … … 12 (3) That ~~the~~ Teachers ~~of the Mangalore College~~ and the Clerks of Sub-Assistant Inspectors of Schools may be treated as "Accountants" in the matter of supply of Pencils, &c.	(1) At page 4 in the scale "*Pencils, &c.*," sert "The Assista and Manager d the Head clerk the Office of the Director of Publ Instruction" and enter against th entry the scale prescribed for A countants. (2) At page 49, in the scale "*Pencils, &c.*," insert "The Te Book Committee" and enter agai it the scale given in column 3. (3) At page 49 in the scale f "*Pencils, &c.*," insert "~~The~~ Teachers ~~the Mangalore College~~ and the Cler of the Sub-Assistant Inspectors Schools" and enter against each t scale prescribed for "Accountants."			(1) Sanctioned Do. Cw8. 24 7 [illegible] ~~Do.~~ (2)(3) The Supdt of Staty will be requested to report on these proposals Do. Cw8. 24 7 [illegible]

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessita by the acceptance o. the proposal in column	Suggestion of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestion in column 5.	Notes and proposed Orders. of Govt
1	2	3	4	5	6	7
Appendix E (page 49).	XXIX Inam Commissioner.	That the Manager and the Examiner of his office may be allowed four Black lead pencils and two Coloured pencils of each sort per annum; Accountants, and the Head clerk of his department may be allowed two Coloured pencils of each sort per annum in addition to the two ordinary Black lead pencils allowed to him. p. 46	At page 49, in the scale prescribe for the supply of "*Pencils, Penholder* *&c.*," insert— "Manager, Examiner, and Head clerk of the Inam Commissione office each" Black lead. 4 Red pencil. 2 Blue pencil. 2	The proposals regarding the pply of Black lead pencils and oured pencils to the Manager, ad clerk and Examiner are objectionable.	Same addenda as (1) and (2).	necessity for the ~~sanctioned~~. The supply of coloured pencils to the Examiner is not apparent The remaining proposal are sanctioned Cw.S. 24. 2.99
Do. XXX	Inspector-General of Prisons.	That the "Statistical Assistants" of his office and "Assistant Jailors" in Jails (who are Head clerks and Storekeepers) may be treated as Accountants in the matter of the supply of Pencils in consideration of the nature of their work. p. 79	At page 49, in the scale give *Pencils, &c.*, insert "Statistical A ants of the office of the Inspe General of Prisons" and "Assi Jailors (who are Head clerks Storekeepers in Jails)" and against them the scale prescribed ~~ante~~ Accountants.	In his letter, dated 22nd cember 1898, No. 6502 (copy d copy of that to which it is a ly enclosed), the permanent spector-General of Prisons ated that the extra supply of ncils to "Assistant Jailors" s unnecessary.	Same addenda as in column 4 omitting "Assistant Jailors (who are Head clerks and Storekeepers in Jails)".	The Statistical Assistants of the office of the Inspector-General of Prisons will be treated as "Accountants" in the matter of the supply of pencils Cw.S. 24. 2.99
Do. XXXI	Controller of Military Accounts, Madras Command.	That four Black lead and two Coloured pencils of each sort may be supplied to the Superintendents, Supervisors and Apprentices of the several branches of his office as they are doing the duties of Accountants. p. 165	At page 49, in the scale prese for "*Pencils, Penholders,*" &c.," i "Superintendents, Supervisors Apprentices of the office of Cont of Military Accounts, Madras mand," and enter against the scale prescribed for Accountants.			Vide remarks against item XVII(4) Cw.S. 24. 2.99
Do. XXXI-A	Supdt of Family Payments and Pensions.	That the manager and clerks of his office may be treated as "Accountants" in the matter of the supply of black-lead and Coloured pencils p. 263	At page 49, in the sc prescribed for "Pencils, Penholders" &c" inser "manager and cle of the office of th Supdt of Family P ments and Pensio and enter against the scale prescrib for "Accountant			Sanctioned. Cw.S. 24. 2.99
XXXI B	Commr for Govt Examinations	That the number of blue and red pencils indented for by his Secy may be passed in full	At page 49 in the scale prescribed for pencils &c insert "Secretary to the Commr for Govt Examinations" Blue lead 60 Red lead 12			Sanctioned

Stationery Rule affected. 1	Department or Officer proposing the change. 2	Proposal. 3	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3. 4	tion of the Superintendent of Stationery. 5	Alterations in the Stationery Rules necessitated by the suggestion in column 5. 6	~~Notes and proposed~~ Orders. of Got 7
Appendix E (page 50).	XXXI Superintendent of Stationery. p. 192	(1) That Attenders may be allowed the following scale:— Blotting paper 1 sheet } per mensem. Nibs No. 2 } per mensem.	At page 50 under "*Quills and Steel Pens*," insert "Attenders, 2 steel pens" and under "*Blotting Paper*," "Attenders, 1 sheet, country."			Sanctioned Cus. 24.7.92
Do.	Do. p. 201	(2) That the Gate-keepers attached to the offices of the Collector of Sea Customs, the Ordnance Officer in charge, Harness and Saddlery Workshops, Perambur, and the Superintendent, Government Maternity Hospital, may be supplied with the following scale of stationery:— Blotting paper 1 sheet } per mensem. Steel pens No. 2 } per mensem.	At page 50, under "*Quills and Steel Pens*" insert "Gate-keepers attached to the offices of Collector Sea Customs, the Ordnance Officer charge, Harness and Saddlery Wo shops, Perambur, and the Superint dent, Maternity Hospital," and en against it 2 Steel Pens and under "*Blotting Paper*" insert "Gate-keepers attached to, &c."; and enter against it "1 sheet, country."			Do Cus. 24.7.92
Do. XXXIII	Board of Revenue (Separate Revenue). p 61	That the Commissioner, Secretary and Assistant Secretary as Heads of departments be supplied with eight Steel pens and eight sheets of Blotting paper each *per mensem*.	At page 50, under "*Quills and St pens*" insert "Commissioner, Sec tary and Assistant Secretary to Commissioner to Board (Separate R venue)" and enter eight nibs agai them under "Steel pens," and und "*Blotting paper per mensem*" ins "Commissioner, Secretary and Assi ant Secretary to the Board of Reven (Separate Revenue)" and against th enter "eight sheets."	regards this proposal it is e Government to say r the increase over the d scale of supply of Steel Blotting paper suggested ~~aph 12 of the Board's ings under reference~~ for se of the Commissioner, ry and Assistant Secretary sary. I would, however, to point out that it is ible to restrict the concesthe three officers referred would have to be extended y other officers who could e equally strong claims o find it quite possible to r work with the present ned number of nibs and of blotting paper. The xpenditure involved would eciable.		The ~~maximum number of steel nibs to an officer fixed in G.O. No. 292 Financial, dated 18th December 1896, will be maintained. The~~ Government considers that the present scale supply of steel pens & ~~sheets of~~ blotting paper ~~per mensem to heads of departments is sufficient~~ should be maintained Cus. 24.7.92
Do.	Do. p 213	That four sheets of Blotting paper *per mensem* may be supplied to the Emigration Agent, Tanjore.	At page 50, under "*Blotting pa per mensem*," insert "Emigrati Agent, Tanjore," and enter agains "*4 sheets.*"			Sanctioned. Cus. 24.7.92
Do. XXXIII	Board of Revenue (Land Revenue). p 111	That Tahsildars, Deputy Tahsildars, Stationary Sub-Magistrates, the Huzur Sheristadars and the English Head clerks may be included among those officers who are entitled to four sheets of Blotting paper *per mensem*.	At page 50, Appendix E, to rules under "*Blotting Paper mensem*" insert "Tahsildars, Dep Tahsildars, Stationary Sub-Mag trates, &c.," and enter "4 shee against each.	proposal may be approved he exception of Huzur adars and English Head In their case the usual ce of three sheets of g paper should be quite nt and there appears to be d reason for an increase in ply.	Same addendum as in column 4 with exception noted in column 5.	The suggestion of the Superintendent of Stationery is approved. Cus. 24.7.92

Stationery Rules affected.	Department or Officer proposing the change.	Proposal.	Additions to the Stationery Rules necessitated by the acceptance of the proposal in column 3.	...stion of the Superintendent of Stationery.	Alterations in the Stationery Rules necessitated by the suggestion in column 5.	Notes and proposed Orders. of Govt.
1	2	3	4	5	6	7
Appendix E (page 50).	~~XXXV~~ Deputy Adjutant-General, Madras Command.	That the Royal Artillery office, Madras Command, may be supplied with additional quantity of Blotting paper (quires 3) for the use of Brigadier-General and the Orderly officer who have much clerical work to do during his annual cold weather inspection tour.	At page 50 under "*Blotting paper, &c.*," insert "Brigadier-General, Royal Artillery, Madras Command" and "Orderly Officer, Royal Artillery, Madras Command," and enter agains each 8 and 7 sheets, respectively.	...egards proposal (1) I would ... out that the Brigadier-... and the Orderly officer ... present supplied with 4 ... sheets of Blotting paper, ...vely, *per mensem*, and I ... think it necessary to ...e the allowance to the ...edented amount of 8 and ...s *per mensem*.	…………	The present scale of supply ~~of 4 & 3 sheets of blotting paper to the Brigadier-General and the Orderly Officer respectively per mensem is considered sufficient.~~ cannot be increased CWS. 24.2.98
Do.	~~XXXVI~~ The Director of Public Instruction. ~~Comm for Govt memorandum~~	That the following scale of Steel pens, &c., may be sanctioned for the Text-Book Committee :— Steel pens ... 48 Blotting paper ... 29 quires. p. 226	At page 50, under "*Quills, &c.*" insert "Text-Book Committee" and enter "48 Steel Pens" against it and in the same page under "*Blotting Paper, &c.*," insert "Text-Book Committee" and enter "29 quires" against it.			~~Sanctioned.~~ The Supdt of Stationery will be requested to report on the proposal. CWS. 24.2.98

The Director of Telegraphs	That the ~~following~~ scale of articles as entered in the statement may be supplied to the Govt Telegraph Store Depot at Madras	

For adm... whether the statement may be made as an appendix to the Stationery rules

Revenue (189) Department.

CURRENT No. ~~1495~~ 2153

11 APR 1899

CURRENT NO. 1495

Order Mi. No. 1338.

Transferred to
the Financial dept.

Fort St. George
6th April 1899

Secy. to Govt.

30/3/99

to the Financial dept.
with encls.

30.3.99

From

The Inam Commissioner,
Madras

R.C. No. 47³ of 98

Dated 24th March 1899

Received } 27th " "
Registered }

Enclosures Three

Spare copies —

SUBJECT.

Requesting that the Superintendent of stationery may be directed to supply the (total quantity of white tape and) coloured, + black lead pencils for the reasons herein set forth.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

No. 1389

Rc. No 1253 of 92 dated 23.1.93.

From
The Ag. Inam Commissioner
Madras

To
The Superintendent of
Stationery, Madras,

Sir,

* * *

3. In regard to the objection raised to the supply of Blue and red pencils to the Examiner and the Head clerk of this office and to the head clerk of the Inam Deputy Collector's office, I have to point out that these are accountants rather than clerks, their main duties being checking the registers etc received and preparing others for issue to other offices. They were accordingly supplied

vide rule 23 of the Stationery Rules. "Clerks shall on no account be shown as ~~clerks~~ accountants" supplied with these pencils unto date like accountants without any objection raised in your office.

× × ×

I have etc

(Signed) A. J. Arundel

ag Inam Commr

(True extract)

Inam Commissioner.

R-C. No 473 D-24-3-99.

Inam Commissioner's Office,
Madras, 24 March 1899.

No 1389

...of Exceptions:—

...of articles	Quantity indented for	Quantity passed	Cause of objection
Country White Rolls	40	33	(b) Passed with reference to the average annual expenditure after deducting the quantity expected to remain on hand on the 31st March 1899
...pencil eraser Small No	6	nil	Passed 6 vulcanised pencil eraser, as the ink and pencil eraser is supplied only to P.W.D.
...black lead ... No.	21	9	Copyists are not entitled to pencils, black lead, The manager and the Examiner are not entitled to 4 black-lead pencils and two coloured pencils, and the Head-clerk is not entitled to coloured pencils under the Stationery Rules. As the supply of these appears necessary, vide Inam Commissioner's C. No. 1253 d/ 23-1-93 (which cannot now be traced in this office) the Sanction of Government Financial Department should be obtained by him for their inclusion in the Stationery Rules. The Examiner has been allowed 4 black-lead pencils in anticipation of this.
...pencils Red "	2	Nil	
Do — blue "	2	Nil	
	app. E on p. 47 of the Stat. Rules.		

...ase depute a responsible person to take delivery of the articles at an early date.

(Signed) Frank D. Bird
Asst Supt for Supt of Stationery.

(True Copy).

Inam Commissioner.

...ck
...ssioner
...tionery
...s.
...morandum
have the
...al quantity
indented
full
a portion
...cant
will have
...eginning
1899-1900)
...ion of Quit
...nams in
...tapur —
...d to come up
...ur remarks
for black-
...ls, I forward

C. ell.

R.C. No. 473.D. 24-3-99.

Inam Commissioner's office,
Madras, 24 March 1899.

From
The Hon'ble Mr. J. Sturrock
Inam Commissioner

To
The Superintendent of Stationery,
Madras.

Sir,

With reference to your memorandum No. 1489 dated 10th March 1899, I have the honour to request that the total quantity of tape country (white rolls) indented for, may be passed as the full sanctioned establishment, a portion of which has been kept vacant during 1896-97, 97-98, 98-99, will have to be entertained at the beginning of the next official year (1899-1900) owing to the work of revision of Quit rent on Village Service Inams in the Bellary and Anantapur Districts which is expected to come up then. With reference to your remarks in regard to the indent for black-lead and coloured pencils, I forward

vide the Inam Budget No. 904/19-10-98

herewith a copy of this office letter No 1253 dated 23rd January 1893 with the request that in the circumstances therein explained the full quantity of black-lead and blue and red pencils indented for, for the manager, Examiner, and Head-clerk of this office, may be passed. As pointed out in that letter these are doing the duties rather of accountants than of clerks.

2. I am forwarding copies of the correspondence to Government for sanction to include in the annual indent of this office for 1899-1900, the articles above referred to. I request that in the meantime the supply asked for may be passed.

I have &c
(Sd) J. Sturrock.
Inam Commissioner.

(True copy)

J. Sturrock
Inam Commissioner.

1899

R C No 473 of 98

Inam Commissioner's office,
Madras, 24 March 1899.

From
The Hon'ble Mr. J. Sturrock,
Inam Commissioner

To
The Secretary to Government,
Revenue Department.

Sir,

I have the honour to forward herewith copies of the marginally noted* correspondence with the Superintendent of Stationery, Madras, and request that in the circumstances therein explained the Superintendent may be ordered to include in the annual indent of this Department for 1899-1900 the articles therein referred to.

*
(1) para 3 of this office letter no. 1253 of 1892 d/23-1-93.
(2) This office letter no. 473 d/24-3-99. to the Supt. of Stationery.
(3) R. C. No. 473 of 98 d/10-3-99.

I have the honour to be,
Sir,
Your most obedient Servant,

J. Sturrock
Inam Commissioner.

8-10-98.

Revenue (1899) Department.

CURRENT No. 2268.

CURRENT No. [illegible]

End: Mis No. 1359.
~~Order~~

Transferred to the Financial Department in continuation of Endorsement No: 1190 d/ 21st March 1899.

(By order)

N. E. Marjoribanks

Ag. Under Secy to Govt.

Fort St. George,
7th April 1899

To

The Financial Dept.

From The Board of Revenue, Land Revenue.

A. **No.** 76 Ref.

K F 4498

(III)

Dated 29th March 1899.

Received 31st ——

Registered 1st april.

Enclosures

Spare copies.

SUBJECT.

Sbmg: proposal from the Collector of Anantapur and recommending the supply of 2 red and 2 blue pencils for certain officers in the district.

48

BACK PAPERS.

G.O.	No.	Department.	Date.
[illegible]			

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT No. 49

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE).

Madras, 29th March 1899 ~~189~~.

READ— letter from Bannatyne Macleod Esquire, Collector of Anantapur, to the Secretary to Government, Revenue Department, Madras, through the Secretary to the Board of Revenue, Land Revenue, Madras, B & G No. 365 accts. dated 16th March 1899.

Reference A No. 76 dated 29th March '99. ~~189~~.

In the letter read above, the Collector of Anantapur recommends the annual supply of 2 red and 2 blue pencils to each of the officers noted in the margin. For the reasons already stated in Board's Proceedings No. 905 Mis. dated 14th March 1899, the Board recommends that the sanction applied for may be extended to this district also.

(1) Huzur Sheristadar
(2) English Head Clerk
(3) Tahsildars
(4) Deputy Tahsildars
(5) Stationary Sub-Magistrates
(6) Huzur Treasurer

III

G.O. 1190 11-3-99

2. The Collector's proposal to supply coloured pencils to Minor Irrigation overseers will be dealt with by the Board in the Settlement Department.

Lionel Davidson

Acting Secretary.

To

The Secretary to Government, Revenue Department.

Copy to the Settlement Department with letter and enclosure to be returned.

Md. R. V.

JDila

Financial DEPARTMENT.

8/1744

C. No. 1495 From the Inam Commissioner R.C. No. 473, dated 24 March 1899.
" Endt " " Revenue Dept Mis " 1338, " 6 April 1899.
" 1499 " " Board of Revenue (Land Rev) a " 76 Rg " 29 March 1899.
" Endt " " Revenue Dept Mis " 1359 " " 7 April 1899.

Endorsement No. 6 M
d 17-4-99.

Forwarded to the Supdt. of Stationery in continuation of R.O. No 449 Fin'l d 6 April 1899.

III

Cmd
13.4.99

Chief Secretary.

addd
17/4/99

To the Supdt of Stationery
(with ch in original
the returned)

Copied no 1745

97

Financial (1899) Department.

CURRENT No. 1684

Note. In Finl G.Os R No 520 / 19.4.99, R No 561 / 26.4.99

the Supt of Staty was requested to resubmit similar applications from certain other depts & officers in a similar form.

Initials ? ? 28/4/99

Order We can go on with the G.O. Reference the paper please

Separate statements ... [illegible] ... brief remarks ... [illegible]

CWS 3/5/99

No 1684 + (?)

From The Superintendent of Stationery, Madras.

UNDER SECRETARY'S PUBLIC & FIN. DEPT. 27 APL 99

Dis **No.** 924

Dated 18th April 1899.
Despd. 26th April 1899.
Received 27 " "
Registered 27 " "
Enclosures 8 411. No 821, 1199, 1274, 969 & 1333 & Enclos rec'd.
Spare copies -

SUBJECT.

Re-submitting the papers received with Government Order R. No 449 dated 6th instant with a statement containing the particulars required

BACK PAPERS.

G.O.	No.	Department.	Date.
R	449	Fin	6-4-99

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT NO. 1

500—6-7-98.

Stationery Office,

Madras, 18 April 1899.

Despd. 25–4–99.

Dis. No. 924 of 99

From

Herbert Bradley Esquire, I.C.S,
Ag. SUPERINTENDENT OF STATIONERY,
MADRAS,

To

The Chief Secretary to Government,
Financial Department,
Stonehouse Hill.

SIR,

I have the honour to resubmit the papers received with Government Order R.No.449, dated 6th instant, with a statement containing the particulars required. III

I have the honour to be,
Sir,
Your most obedient servant,

Herbert Bradley

Ag. Superintendent of Stationery.

Financial (1899) Department.

CURRENT No. 1707

CHIEF SECRETARY
29 APR. 1899
GOVERNMENT OF MADRAS

From The Superintendent
of Stationery
Madras.

Order

Dis No. 1001

Dated 26th April 1899
Desp. 27th April 99.
Received 29. "
Registered 1. May "
Enclosures 1 & C. Nos. 1495 & 1499 retd
Spare copies

SUBJECT.

Returning the papers regarding the supply of stationery articles to the Inam Commissioner received with memo No 6. Fr dated 7th April 1899 and submitting a statement called for.

92

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT NO.

500—6-7-98.

93

Stationery Office.
Madras, 26 April 1899.
Despd. 27—4—99.

No. 1001-1-7

From

Herbert Bradley Esquire, I.C.S.,
Ag. SUPERINTENDENT OF STATIONERY,
MADRAS,

To

The Chief Secretary to Government,
Financial Department,
Stonehouse Hill.

SIR,

I have the honour to return herewith the papers received with Memo No.6 M dated 17th instant, and to submit the statement called for therein. The proposal of the Collector of Anantapur has not been included, as it has been dealt with in the statement which accompanied my letter Dis No.924 dated 18th April 1899.

Clo 1684 XX

I have the honour to be,
Sir,
Your most obedient Servant,
Herbert Bradley
Ag. Superintendent of Stationery.

$\frac{0}{18}$ 4,000—18-10-98. Financial

Revenue (1899) Department.

CURRENT No. 1742

A3/35 9

From

The Board of Revenue
(Land Revenue)

Forest No. 119 Rel.

Dated 14th April 1899.

Received

Registered

Enclosures 2

Spare copies.

SUBJECT.

Requesting the sanction of Govt. for the supply of certain articles of stationery to the draftsman in South Coimbatore Division and Range officers in Trichinopoly.

CURRENT No. 1742

Order Endorsement R. No. 898 dated/ 1st May 1899.

Transferred to the Financial Department. The articles are necessary.

(By Order)

Acting Under Secretary.

CHIEF SECRETARIAT
3 - MAY 1899
OOTACAMUND

To the Financial Department. ✓

R 4 35 99

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Copy

Office Note No. 769 dated 18th February '99 from F. A. Lodge Esquire, Dt. Forest Officer South Coimbatore to the Conservator of Forests S.C. through the Collector.

The Superintendent of Stationery informs me that there is no provision in the Stationery Rules for supply of Ink and pencil erasers to the Draftsman of this Office and asks me to obtain the Sanction of Government for their supply. Ink and Pencil eraser is really necessary to the Draftsman. I request that the necessary Sanction may be obtained and communicated to me.

Endorsement by C. A. Mornsey Esquire Ag. Collector of Coimbatore.

"Forwarded"

No. 2167 of 98-99

Copy submitted to the Board of Revenue in continuation of this office letter Dis No. 696 dated 25th February 1899.

The Superintendent may be asked to supply the erasers direct to the Dt. Forest Officer S. Coimbatore.

Coimbatore
28 February 99

Ag. Conservator of Forests
S.C.

Ind. 1.3.99 G. 1.3.99

TRICHINOPOLY COLLECTOR'S OFFICE.

FOREST BRANCH.

27th February 1899.

Dpd 1 — 3 — 99

Rc No. 754 F. of 98-99
GcR II

FROM

R. H. Shipley ESQUIRE,

COLLECTOR OF

Trichinopoly

To

THE SECRETARY TO THE COMMISSIONERS
OF LAND REVENUE,
through the Conservator of Forests MADRAS.
Central circle
Madras

SIR,

I have the honor to state that the Superintendent of Stationery has, without assigning any reasons, disallowed, in the Stationery Indent of the Forest Branch for 1899-1900 the supply of coloured and black lead pencils, the former at 2, and the latter at 4 per annum for each Range officer; and, in reply to a reference made, has requested me to obtain the sanction of Government — through Board for treating Range officers as Accountants in the matter of the supply of coloured and black lead pencils, although the

the articles under reference were supplied in the previous years without any objection or sanction of Government. Range officers should be considered as Accountants, as they have to check the accounts of Permit Issuing officers, Tannahdars and Foresters, and have also to prepare monthly accounts as prescribed in the Forest Code. I have therefore the honour to request that you will be good enough to obtain the sanction of Government for the supply of the pencils refered to on the scale prescribed for accountants.

CONSERVATOR OF FORESTS, CENTRAL CIRCLE
Current No.
2 MAR 99
MADRAS

I have the honor to be
Sir
Your most obedient Servant

For Collector

c No 1025

Forwarded.

2. In the Rules regulating the supply and Consumption of Stationery articles, provision is made for the supply of Colored and black lead pencils to Accountants. Forest Range Officers have account work to do, and must therefore be considered as accountants entitled to the supply of the pencils.

Conservator's Office C.C.
4th March 1899

Conservator of Forests
Central Circle

Office of the Board of Revenue
Land Revenue, Madras
Dated 14th April 1899.

Read Endorsement of H. A. Gass Esq., Ag. Conservator of Forests, Southern Circle dated 28th February 1899, No. 2167 of 1898-99.

Also endorsement of J. W. Cherry Esq., Ag. Conservator of Forests, Central Circle, dated 4th March 1899, No 1025 on letter from R. H. Shipley Esq., Collector of Trichinopoly dated 27th February 1899, R.C. No 7540/G.S.98

Reference Forest No 119 dated 14th April 1899.

In the papers read above, the Conservators, Southern and Central Circles, bring to notice that the Superintendent of Stationery has refused to supply (a) Ink and pencil erasers to the draughtsman employed in the District Forest Office, South Coimbatore Division and (b) Coloured and black lead pencils at the rate of 2 and 4 respectively per annum for each Range Officer in the Trichinopoly Dt. The Superintendent's objection appears to be that there is no provision in the Stationery rules for the supply of the articles to the officers named. The supply claimed for Range Officers is that fixed for accountants in other departments and the Board considers that Range Officers have to check the accounts of Permit Issuing Officers, Tannadars and Foresters, must be regarded as accountants and notes that they were in f supplied with the articles in previous yea without objection. The Conservators now request the Sanction of Government for t

Supply in question.

2. The question of fixing a scale for the supply of Stationery articles to Subordinates in the Forest Department has recently been raised by the Superintendent of Stationery and the matter is under reference to Collectors. In the meantime the Board requests Government to authorize the Superintendent of Stationery to comply with the indents of the District Forest Officers of the South Coimbatore Division and Trichinopoly for the articles named above.

Lionel Davidson

Ag. Secretary.

The Secretary to Govt. R.D.
with letter in original be

$\frac{O}{18}$ 4,000—18-10-98.

Financial

Revenue (1899) Department.

CURRENT No. 2890.

A²

SOW

From

The Board of Rev.
Land Revenue.

Ref. D. No. 24.

Exdt.
~~Order~~ No. 1629 Fin. Dft. 6th May '99.

Transferred to the
Financial Department.

(By order)

Ag. Under Secy. to Govt.

Dated 25th April '99.
Received 27/4
Registered 28/4
Enclosures 1
Spare copies.

To

The Financial Dept.

SUBJECT.

Requesting the sanction of Govt. for the supply of certain stationery articles disallowed by the Supdt. of Stationery.

CHIEF SECRETARIAT
6 - MAY 1899

BACK PAPERS.

G.O.	No.	Department.	Da

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Appendix

Distribution statement (as per detail of Gazetted officers and establishment shewn in the indent)

Officers		Monthly			Annually				
		Blotting paper	Quills	Steel nibs	Black lead pencils	Red lead pencils	Blue lead pencils	Rubber pieces	Penholders
Heads of Departments	4	16	16	24	16	12	12	.	8
Uncovenanted Assistants	3	9	.	18	12	6	6	Not claimed owing to stock on hand	6
Managers, Head clerks, Indexers and Chief auditor	7	21	.	42	28	14	14		14
C[illegible]s doing the duties of accountants	20	20	.	120	80	40	40		40
Clerks	46	46	.	276	92	.	.		92
Munchis	4	.	.	12	8	.	.		8
Attenders	13	.	.	.	26	.	.		.
Total	97	112	16	492	262	72	72		168
		Rs. [illegible] 2-11--	192	5904	262	72	72		[illegible]

Lionel Davidson

Ag. Secretary

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE),

Madras, 25th April 1899

READ— objection statement of the stationery articles for 1899-1900 received from the Superintendent of Stationery, No. 1672, dated 18th March 1899.

Reference ~~No.~~ D.No.24 dated 25th April 1899.

The Board submits that certain articles of stationery included in its indent for 1899-1900 have not been supplied in full by the Superintendent of Stationery on the ground that the special sanction of Government is necessary for their supply. The quantities indented for and those issued by the Superintendent of Stationery are noted in the margin.

Description of articles	Quantity indented for		Quantity passed.
I. Blackwood's red ink. jars..	15	...	Nil
II. Black lead pencils.. No..	280	...	202
III. Red lead pencils.. ,,	78	...	14
IV. Blue do do .. ,,	78	...	14
V Paper fasteners.. gross..	100	...	Nil

2. Item I of the first item, Blackwood's red ink, 15 jars were applied for by the Board, but the Superintendent of Stationery observes that this ink is reserved for account offices under Appendix A to the Stationery rules: he is, however, prepared to supply 12 jars on the receipt of the sanction of Government. The Board submits that its office is entitled to be treated as an account office for the supply of stationery since a considerable portion of it is engaged in the compilation of the departmental accounts of Land Revenue receipts and charges, as well as of the

accounts

accounts connected with the Cattle Pounds and the special Funds.

For this reason, many of the clerks of the Board's office were designated accountants until the introduction of the reorganization scheme, and their work continues to be largely connected with accounts. The office of the Court of Wards, it may be added, is an office of final audit for Court of Wards' expenditure and is therefore an account office. Its stationery is supplied by the Board in consideration of an annual contribution made by the Court of Wards. In these circumstances, the Board requests that the supply of 15 jars of Blackwood's red ink to its office may be sanctioned.

3. The same remarks apply to the objections of the Superintendent of Stationery in regard to the supply of black, red and blue lead pencils, according to the scale adopted in the Board's indent, to certain assistants and clerks of this office who have to do account work. The supply of 14 red and an equal number of blue pencils, actually sanctioned by the Superintendent of Stationery is quite inadequate, considering the large amount of account work done in this office and the Board requests sanction for the supply of the quantity mentioned in the statement appended to this reference.

4. Lastly, paper fasteners are a necessary adjunct to the system of flagging references which are put up for the disposal of papers. This system has been in force in this office for some time, and the Board requests that the indent for 100 gross of paper fasteners may also be sanctioned.

Lionel Davidson
Ag. Secretary.

To the Secretary to Government, Revenue Department, with statement.

Q.B.

82

109

$\frac{O}{18}$ 4,000—18-10-98.

Revenue (1899) Department.

CURRENT No. 2810

A2

8000

Exd. Order No. 1690 Fin. d/16th May '99.

Transferred to the Financial Department.

(By Order)

[illegible]

Ag. Under Secy. to Govt.

From

The Board of Revenue,
Land Revenue

Ref. A. No. 123.

Dated 25th April '99.
Received 27/4.
Registered 28/4.
Enclosures
Spare copies.

To

The Financial Dept.

CHIEF SECRETARIAT
6 - MAY 1899
OOTACAMUND

SUBJECT.

Requesting sanction of Govt. for the supply of pencils and blotting paper to certain revenue officers in the Tanjore Dt. according to the scale laid down in the Stationery rules for heads of depart

112

paper on the same scale as "Heads of departments" while the English Head Clerk and Huzur Sheristadar were supplied according to the scale for "Managers and head clerks" but that the Superintendent of Stationery has now grouped all the officers with the latter class. Mr. Twigg considers that the scale allowed for these officers is inadequate especially in the case of a district like Tanjore where work in all branches is very heavy and Stationery is consequently consumed on a large scale. In the circumstances stated, the Board recommends that the sanction applied for may be accorded .

3. The Collector's proposal to supply pencils and blotting paper to the Emigration Agent will be dealt with in the Separate Revenue Department.

Lionel Davidson

Acting Secretary.

To

The Secretary to Government , Revenue Department

The Separate Revenue Department with Collector's letter in original to be returned. (para 3 only)

Md.R.H.

802

O/18 4,000—19-7-07.

113

Revenue (1899) Department.

CURRENT No. 3865.

A² 800

CURRENT No.

Endt. thereon Misc. No. 1691d/6th May '99.

From

The Board of Revenue,
Land Revenue, Madras.

Order

Transferred to the Financial Department.

(By Order).

Ag. Under Secretary to Government.

A. Ref. **No.** 128.

Dated 27th April. 1899.

Received 30th -----

Registered 2nd May.

Enclosures

Spare copies.

To

The Financial Department.

CHIEF SECRET
6-5-1899
OOTACA

Recd 4
Reg 2 5-5-99

SUBJECT.

Requesting sanction of Government for the supply of one red and one blue pencil to certain officers in the Ganjam District.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT No.

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE),
Madras, 27th April 1899. 189 .

READ— letter from H.D.Taylor Esquire, Acting Collector of Ganjam, to the Secretary to the Commissioners of Land Revenue Madras, Dis.No.7 2/acc of 99 dated 15th April 1899.

Reference A. No. 128 dated 27th April 1899 189 .

In the letter read above, the Collector of Ganjam states that the Superintendent of Stationery has disallowed the supply of coloured pencils to the officers noted in the margin on the ground that they are not entitled to the articles under the rules and requests sanction for the supply of one red and one blue pencil to each of the officers as he considers it necessary that they should have such pencils. The Board supports the Collector's recommendation.

Sheristadar
English Head Clerk
Tahsildars
Deputy Tahsildars
Stationary Sub-Magistrates

Lionel Davidson

Acting Secretary.

To

The Secretary to Government,
Revenue Department.

Md.R.H.

Financial ~~Judicial~~ (1899) Department.

N No. 1798 **CURRENT No.** 4955

Endt

Transferred to the Finl.

Dept.

A. R. Knapp

Under Secretary

No. 1 5/5/99

To The Finl Dept.

Order

From

The Registrar,

High Court, Madras.

Ref. on Current No. 709 of 1899.

Cur. 1798 and 1803

Dated 2nd May 1899.

Received } 5. 5. 99
Registered }

Enclosures Nil

Spare copies

Order

~~R. The Supt of Stationery will be requested to resubmit the papers read above in the form prescribed in G.O. No 449, Finl, dated 6.4.99~~

R.C. ask them to the file [illegible] instructions [illegible] Crd 9/5

Send the above 3 [illegible] three currents [illegible] Crd

A SUBJECT.

Requesting [him to obtain the] sanction of Government for the supply of envelopes, Quarto Post Hand Made and Ink and Pencil Erazers (best) to the Honourable the Judges and for their embodiment in the new Stationery Rules.

118

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

[illegible] 1899 CURRENT No. [illegible]

117

High Court of Judicature,
Madras, 3rd May 1899.

From

A. L. Hannay Esquire,
Registrar, High Court of Judicature,
Madras.

To

The Honourable Mr. G. Stokes.
Chief Secretary to the Government of Madras.

Honourable Sir,

I am directed to request that Government may be pleased to authorize the Superintendent of Stationery to supply the Honourable the Judges with Quarto Post, Hand Made, Cream Laid, paper, Square Envelopes and Ink and Pencil Erazers. These articles have hitherto been supplied to the Honourable the Judges, but the Superintendent of Stationery now objects to doing so as the supply is not warranted by the Stationery Rules. The articles mentioned are necessary. I am directed to request that, if the supply is sanctioned, provision may be made for future supply in the Stationery Rules, which are now under revision.

I have the honour to be,
Honourable Sir,
Your most obedient servant,

A. L. Hannay
3/5/99
Registrar.

Educational (1899) Department.

CHIEF SECRETARIAT -7 MAY 1899 GOVERNMENT OF MADRAS

CURRENT No. ~~622~~ 1823

From Edgar Thurston Esq.
Superintendent,
Govt. Museum
Madras.

No. 296

~~Order~~ Endorsement 2338/5-5-99

Transferred to the Financial Department.

A Edgington
Ag. Asst. Secy

29.iv.99

Recd 7 }
Regd 8 } 5.99

Dated 24th April 1899.
Received }
Registered } 26.4.99
Enclosures Nil.
Spare copies

Ind
26/4/99
Ptd
26/4/99

SUBJECT.

Requesting sanction for obtaining certain Stationery articles noted within, as the Superintendent of Stationery requires the order of Government authorising the issue of the Stationery articles noted within etc.

To
The Financial Dept.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

V./8 2-1

CURRENT NO.

No. 295

GOVERNMENT MUSEUM,
Pantheon Road, Egmore,
Madras, 24" April 1899.

From

EDGAR THURSTON, Esq.,
SUPERINTENDENT,
Government Museum,
Madras,

To

The Secretary to Government
Local and Municipal Departments.

SIR,

1. Tissue paper
2. Filtering -do-
3. File books.
4. Long cloth.
5. Cambric cloth bleached.
6. Drawing paper and materials
7. Mathematical Instruments. (Brass bound foot rule; Scale 1 foot divided into 12 inches up to $\frac{1}{20}$ of an inch; Foot rule ordinary 2 feet)
8. Turpentine.

As the Superintendent of Stationery requires the Order of Government authorising the issue of the Stationery articles noted in the margin, to the Museum, I have the honour to request sanction for obtaining them through the Stationery department, as they are required for various purposes in the Museum.

2. With the exception of Turpentine, all these articles have been supplied by the Stationery department for some years past.

I have the honour to be
Sir,
Your most Obedient Servant.
Edgar Thurston
Superintendent,
Government Museum.

F/5 200—21-4-98.

[F. / 28]
500—22-2-98.

Financial (1899) Department.

CURRENT No.

F.D.
Endt
~~Order~~

Referred to the Supdt of Stationery in continuation of G.O. No 561 R, Financial, dated 26th April 1899.

Chief Secretary

From

The Inspector Genl of Ordnance
Madras Command

No. 1929. E

Dated 6 May 99
Received 8 . .
Registered 9 . .
Enclosures -
Spare copies -

SUBJECT.

Requesting that orders may be issued for the supply of Tracing cloth, dull back in rolls of 24 yards x 24 inches to his Dept as the Supt of Stationery has raised an objection to the supply of this article.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.
[illegible] 698/El			

ORDNANCE DEPARTMENT.

No. 1929-E.

From

The INSPECTOR GENERAL of ORDNANCE,
MADRAS COMMAND.

To

The Secretary to the Government
of Madras, Financial Department,
With the Governor,
Stone house Hill, Ootacamund.

CHIEF SECRETARY
8 MAY 1899
GOVERNMENT OF MADRAS

Ootacamund, 5th May, 1899.

Sir,

– Clo 1580

M

In continuation of this office letter No. ~~578-E.~~ 672-E, dated 15th April, 1899, I have the honour to request that Orders may be issued for the supply of "Tracing Cloth, dull back, in rolls of 24 yards x 24-inches" to this Department, as the Superintendent of Stationery has raised an objection to the supply, stating that it is an article, the supply of which, is restricted to the Public Works and Survey Departments, and requires sanction of the Government for its issue to this Department.

I have the honour to be,
Sir,
Your most obedient servant,

E B Standbridge Lt.-Colonel, R.A.,

Inspector-General of Ordnance.

Finance

129

Revenue (1899) Department.

1835

CURRENT No. ~~[illegible]~~

From

The Board of Revenue, Revenue
Settlement, Land Records
and Agriculture, Madras.

~~Order~~ Endt No 1708 dy 8th May 99

Transferred to the Finl Dept
[illegible]
8/5/99
Ag under Secy to Govt
R. D

To Finl Dept

CHIEF SECRETARIAT
9 - MAY 1899
OOTACAMUND.

[illegible] 9-5-99

No. 2184 Mis

B. R. MADRAS
RECEIVED

Dated 2nd May 1899

Received 5-5-99

Registered 6-5-99

Enclosures

Spare copies

SUBJECT.

Soliciting the orders of Government regarding an increased supply of stationery articles issued on a fixed scale, to Officers in Revenue Settlement parties.

130

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

1,000—

Sett. 13—2,000—25-4-98.

Proceedings of the Board of Revenue

(Revenue Settlement, Land Records and Agriculture),

Dated 2nd May 189 9.

No. 2124 Mis.

READ letters from the Officers in charge of Settlement Parties and the Superintendent C.V.D. requesting to move Government regarding the supply of certain stationery articles.

Resolution

The papers read above relate to representations made by certain Officers of the Settlement Department and the Superintendent C.V.D. regarding the inadequate supply by the Stationery Office of certain articles of stationery which are issued according to a fixed scale under appendix E to the Stationery rules. On a careful consideration of the requirements of the Officers of the Settlement and the Civil Veterinary Departments, the Board considers that the supply of the undermentioned articles should be regulated according

to

BACK PAPERS.

to the scale given below:-

Officers	Black lead pencils	Red pencils	Blue pencils	Steel nibs	Blotting paper
Settlement Department					
1. Supervisor	4	2	2	6	3
2. Additional Supervisor					
3. Inspector					
4. Head Classifier	4	2	2	6	1
5. Extra Head Gumasta					
6. Superintendent					
7. Classifier	4	"	"	6	1
8. Extra Gumasta	4	"	"	6	1
9. Head Clerk of Party Office	4	2	2	6	3
10. Head Writer of -do-	4	2	2	6	3
C.V. Department					
11. Superintendent	4	● 3	● 3	6	4
12. Head Clerk	4	2	2	6	3
13. Stock Inspectors	4	"	"	6	1

● certain Heads of Departments are entitled to six coloured pencils as will be seen from the note added at page 49 of the Stationery Rules.

The Board requests that orders may be issued for the adoption of this scale as regards the supplies for the current and future years.

(True extract)

R. V. Srinivasai
Secretary.

To

The Secretary to Government R.D.

[G/24]
1,000—25-3-99.

Financial DEPARTMENT.

7

C. No. 1787 From the Board of Revenue (Land Rev) No. 24, dated 25 april 1899.
Endt " " Revenue Department 1689 Mis, & 6 May 1899.
C. No 1788 " " Board of Revenue (Land Rev) " A 123, " 25 april 1899.
Endt " " Revenue Department 1690 Mis 6 May 1899.
C. No. 1789 " " Board of Revenue (L. Rev) " A 128, " 27 april 1899.
" Endt " " Revenue Dept , " 1691 Mis " 6 May 1899.
C. No 1780 — Registrar High Ct — 709 d/ 2. 5 99.
— 1803 — Supdt Govt Museum — 296 d/ 24. 4 99.
— 1835 — Board of Rev (Rev Settlt) — 2184 d/ 2 5 99.
— 1828 — Ig of Ordnance — 1929 S d/ 6. 5 99
— 1742 — Board of Rev (L.R) Forest. no 119 Ref d 14.4.99.
— endt. — R. D. R 598 d 1.5.99.

Endorsement No 1278
12.5.99

~~Transferred~~ Forwarded to the Superintendent of Stationery ~~with reference~~ to G.O.R. No 449 d 26 april 1899.

with the request that the papers may be resubmitted in the form prescribed in

Cwd
10/5/99

~~Chief Secretary~~

aad
8/5/99.

To the Supdt of Stationery (with cts in original to be retd)

Office

Drafted
12/5/99

Submit with fair to C.S.

Drft and docket

135

Financial (1899) Department.

A 3/

Cf

CURRENT No.

CHIEF SECRETARIAT
10 MAY 1899
GOVERNMENT OF MADRAS

Order

From the Superintendent of Stationery Madras

Dis No. 1101

Dated 8th May 1899
Received } 10 " "
Registered }
Enclosures 3 (2 o.c. ho 54 b ret.)
Spare copies -

SUBJECT.

Submitting a statement called for by Government regarding the supply of stationery to the Salt Department

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT NO.

600—6-7-98.

Stationery Office,
Madras, 8 May 1899

Dis No. 1101 of 99

From

Herbert Bradley Esquire, I.C.S.,
Ag. SUPERINTENDENT OF STATIONERY,
MADRAS,

To

The Chief Secretary to Government,
Financial Department,
Stonehouse Hill.

SIR,

I have the honour to resubmit the papers received with G.O.R.No.520, Financial, dated 19th ultimo, in the form prescribed in G.O.R.No.449, Financial, dated 6th ultimo.

I have the honour to be,
Sir,
Your most obedient Servant,

Herbert Bradley

Ag. Superintendent of Stationery.

Financial (1899) Department.

CURRENT No. 1872

A3

CHIEF SECRETARY'S OFFICE
12 MAY 1899
GOVERNMENT OF MADRAS

Order

From the Superintendent of Stationery Madras.

Dis No. 1125

Dated 10th May 1899
Received 12. " "
Registered 13. " "
Enclosures 6. (2 to 3 of 1580, 1630, 1634 1637 [illegible])
Spare copies –

SUBJECT.

Submitting to Government statement called for in G.O. R. No 561 Financial dated 26th ultimo, regarding the supply of stationery to certain offices.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

500—21-4-99.

Stationery Office,

Madras, 10 May 1899.

~~Ref.~~
Dis. No. 1125 of 99

Enclosures.

From

HERBERT BRADLEY, Esq., I.C.S.,
Acting Superintendent of Stationery,
Madras.

To

The Chief Secretary to Government,
Financial Department,
Stonehouse Hill.

Sir,

I have the honour to submit herewith the papers received with G.O.M.No.561,Financial,dated 26th ultimo,together with the statement called for therein. M

I have the honour to be,
Sir,
Your most obedient Servant,

Herbert Bradley

Ag.Superintendent of Stationery.

Financial (1899) Department.

CURRENT No.

No. 5080
22.5.99.

CHIEF SECRETARY
16 MAY 1899
GOVERNMENT OF MADRAS

Recd
22.5.99

~~Order~~ Endt No. 1325 d/19th May 1899.

From
The Inspector General
of Ordnance,
Madras Command,
Ootacamund.

No. 2335-E.

Forwarded to the Supt
of Stationery in continuation
of endt 1278 dated 12.5.99.

Chief Secretary

12.5.99

Dated 15th May, 1899.

Received 16. " "

Registered 17. " "

Enclosures –

Spare copies –

SUBJECT.

Binders' Cloth
& Straw Boards } Requests to obtain sanction of Government for the supply, by Supt of Stationery, of ——

144

BACK PAPERS.

G.O.	No.	Department.	Date.
Cml	278 17-5-99		
R	561	[illegible]	[illegible]
R	447		

FURTHER PAPERS.

G.O.	No.	Department.	Date.

P. No. 61—A.
5000—18-10-98.

145

ORDNANCE DEPARTMENT.

No. 2335-E.

From

The INSPECTOR GENERAL of ORDNANCE,
MADRAS COMMAND.

To

The Secretary to the Government of Madras,
Financial Department,
With the Governor,
Stone House Hill.

Ootacamund, 15th May, 1899.

Sir,

In continuation of this office letters No.678-E, dated ~~15~~ 15th April, 1899, and No.1929-E., dated 6th May, 1899, I have the honour to request that Orders may be issued for the supply of "Binder's Cloth" and "Straw Boards" to this Department, as the Superintendent of Stationery states that the supply of these articles is restricted to the Stationery Office and Government Press respectively and requests that sanction of the Government may be obtained for the supply of these articles to this Department.

2. The Superintendent has supplied these articles on account of this Department in anticipation of sanction of Government.

3. These articles are required by the Superintendent of Government Press, Madras, for making Cases for use in this Office for preserving records.

I have the honour to be,
Sir,
Your most obedient servant,

E B Standbridge Lt.-Colonel, R.A.,

Inspector-General of Ordnance, M.C.

$\frac{0}{18}$ 4,000—18-10-96. Financial

Revenue (1899) Department.

CURRENT No. 1938 2993

CURRENT NO. 1938

~~Order~~

Endt. thereon Misc. No. 1810.

Transferred to the Financial Department.

(By Order.)

Ag. Under Secretary to Government.

Ootacamund.
18th May 1899

CHIEF SECRETARIAT
20 MAY 1899
OOTACAMUND

To

The Financial Department.

[illegible] 20.5.99

From

The Board of Revenue (Land Revenue).
Madras.

Ref. No. 135. A.

Dated 2nd May 1899.

Received 5th May ---

Registered ---do---

Enclosures

Spare copies.

SUBJECT.

Requesting sanction of Government for the supply of 2 red and 2 blue pencils to certain officers in the Salem District.

148

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE).

Madras, 2nd May 1899. ~~189~~

149

READ— letter from Robert B.Clegg Esq., Acting Collector of Salem, dated 25th April 1899, Ref: on No. 1964/Acc. Sub to the Secretary to the Commissioners of Land Revenue, Madras.

Reference A No. 135 dated 2nd May 1899 ~~189~~.

1. Huzur Sheristadar
2. Tahsildars
3. Deputy Tahsildars
4. Stationary Sub-Magistrates

In the letter read above, the Collector of Salem recommends the annual supply of 2 red and 2 blue pencils to each of the officers noted in the margin. For the reasons already stated in Board's Proceedings No. 905 dated 14th March 1899, the Board supports the Collector's recommendation.

Sub
1190
21-3-99
K

Lionel Davidson

ag. Secretary.

[illegible] 1274 K

[illegible] 9269 18-4-99

XX

~~[illegible] XVIII [illegible]~~

[illegible]

To the Secretary to Government, Revenue Department.

C.B.M.

in file immediately below.

15

151

D/10 4,000—18-10-98.

Revenue (1899) Department.

5212
Endt No. 1390 d/ 26 May 1899. **CURRENT No.** 3021.

Referred to the Supt of Stationery.

Chief Secretary

26/5/99

From

The Board of Revenue Land Revenue

Order

Endt. Misc.No.1827.

Transferred to the Financial Department for sanction.

(By Order.)

Ag Under Secretary to Government.

Ootacamund.
19th May 1899.

Recd Regd

CHIEF SECRETARIAT
25 MAY 1899
OOTACAMUND

TO BE RETU
WITH REPLY

Forest **No.** 135.Ref.

Dated 2nd May 1899.
Received 6th ---do-
Registered 8th do---
Enclosures
Spare copies.

SUBJECT.

Requesting Government to authorize the Superintendent of Stationery to supply file books to the Dt.-- Forest officer, Ganjam.

152

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

153

Office of the Board of Revenue
(Land Revenue),
Madras, 2nd May 1899.

Read— Endorsement of E. D. M. Hooper Esq., ag. Conservator of Forests, Northern Circle, dated 10th April 1899, No. 1581, forwarding with remark Office-Note from the District Forest Officer, Ganjam, requesting that necessary sanction may be obtained for the supply of file books to his office.

Reference No. 133 (Forest) dated 2nd May 1899.

The Board requests Government to authorize the Superintendent of Stationery to supply file books to the District Forest Officer, Ganjam. According to the Stationery rules, the supply of these books is restricted to "Hospitals", but the District Forest Officer's requirements have hitherto been complied with by the Stationery office, and he states that this procedure is more economical to purchasing file books in the local market, where they are sold at double the price. He adds that under the provisions of the Forest Code, he and the Range Officers have to maintain various files and submits that when file books are available in the Stationery Stores, there is no reason why they should be purchased locally at higher rates. The Board agrees with the District Forest Officer and recommends the supply asked.

Lionel Davidson

Ag. Secretary.

To

The Secretary to Govt. R.D.

155

Financial (1899) Department.

CURRENT No.

CHIEF SECRETARY
-2 JUN. 1899
GOVERNMENT OF MADRAS

From the Superintendent of Stationery Madras.

Order

Dis No. 1301

Dated 31st May 1899.
Received 2. June "
Registered 3. " "
Enclosures 3. (1 & 2 lithographed)
Spare copies –

SUBJECT.

Returning the papers received with endorsement No 1390 dated 26th May 1899 regarding the supply of file books to the Dt Forest Officer Ganjam, and submitting a statement in the form prescribed in G.O. R. No 449 Financial dated 6th April 1899.

158

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department	Date.

15

500—21-4-99.

Stationery Office,
Madras, 31st May 1899.

~~Ref.~~
Dis. No. 1301 of 99

Enclosures. Papers &c

From

HERBERT BRADLEY, Esq., I.C.S.,
Acting Superintendent of Stationery,
Madras,

To

The Chief Secretary to Government,
Financial Department,
STONEHOUSE HILL.

Sir,

I have the honour to return herewith the papers received with your endorsement No.1390 dated 26th May 1899, with a statement in the form prescribed in G.O.R No.449, Financial dated 6th April 1899. XII III

I have the honour to be,
Sir,
Your most obedient servant,

Herbert Bradley

Ag. Superintendent of Stationery.

Financial (1899) Department.

CURRENT No. [illegible]

5. JUN 1899
GOVERNMENT OF MADRAS

Order

From the Superintendent of Stationery, Madras.

Dis No. 1326.

Dated 3rd June 1899.
Received } 5 " "
Registered }
Enclosures 9 10 (I.C. Nos 1742, 1787
Spare copies 1788, 1789, 1803, 1748, 1835
1828, & 1901 retd)

SUBJECT.

Returning the papers received with End. No 1325 d/19th May 1899. regarding the supply of certain Stationery articles to the Board of Rev. Land Rev. etc. and submitting a Statement in the prescribed form.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

500—21-4-99.

Stationery Office,

Madras, 30 May 189

~~Ref.~~/Dis. No. 1326 of 99

Enclosures. Papers &ca

From

HERBERT BRADLEY, Esq., I.C.S.,

Acting Superintendent of Stationery,

Madras;

To

The Chief Secretary to Government,

Financial Department,

STONEHOUSE HILL.

Sir,

I have the honour to re-submit the papers forwarded with your Memorandum No.1278 dated 12th May 1899, J and Endorsement No.1325 dated 19th May 1899 with a statement containing the particulars required. VIII

I have the honour to be,

Sir,

Your most obedient servant,

Herbert Bradley

Ag. Superintendent of Stationery.

[F./28]
500—22-2-98.

Financial (1899) Department

CURRENT No.

From
The Controller of Military Accounts
Madras Command

No. 1399

Order

Dated 2. June 99
Received 15. „
Registered
Enclosures –
Spare copies –

SUBJECT

Requesting sanction to the supply of black lead & colored pencils to the Superintendents Supervisors and apprentices of the several branches of his Office & stating that these articles have hitherto been supplied to them but the Sup.t of Stationery now requires provision made in the Stationery rules to meet the case as appendix E makes no mention of these grades.

164

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

No. 1399

165

From

The Controller of Military Accounts,
Madras Command,

To

The Chief Secretary to the Government of
Madras

CHIEF SECRETARIAT
5 JUN. 1899
GOVERNMENT OF MADRAS

Madras, the 2 *of* June 1899.

Sir,

I have the honor to request that the sanction of Government may be obtained to the supply of black lead and colored pencils to the Superintendents, Supervisors and apprentices of the several branches of my office as they are practically engaged on precisely the same work as accountants. These articles have hitherto been supplied to them but the Superintendent of Stationery now requires provision made in the Stationery Rules to meet the issue, as appendix E makes no mention of these grades.

I have the honor to be,
Sir,
your most obedient Servant

Lt Colonel
for Controller of military accoun

1—000—13-10-95.

169

Revenue (189) Department.

CURRENT No.

From

Endt.
~~*Order*~~ 1998

No.

Dated
Received 29/5
Registered 29/5
Enclosures 1
Spare copies.

W. Marjoribanks

SUBJECT.

CHIEF SECRETARIAT
6 - JUN 1899
OOTACAMUND

Recd. 6.6.99
Regd.
Enclo. 1.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

C 2071

Stationery Office Madras, Dated 15th April 1899
No 2140.

Stationery indent from the Secretary to the Board of Revenue Rev. Sett, for 1899-1900
Land Records & Agriculture
Indent passed with the following exceptions

Description of articles	Quantity indented for	Quantity passed	Cause of objections
oyal M.M. Blue laid lbs Reams	1-0-0	0-10-0	(b)
rinting Double Foolscap 28 lbs	2500-0-0	2320-0-0	
ape country . . Rolls	200-0-0	175	
ape bags	250	150	
Sanitary paper Foolscap size Rs	2-0-0	1-0-0	(c)
aste boards fine Royal No	36	25	
„ Country Rough „	36	10	
rown cartridge Royal 46 lbs Reams	40-0-0	40-0-0	Please return the 40 Reams of Brown cart: Royal 40 lbs shown in column 8 of the indent, as 46 lbs paper has been passed in its stead.
Straw boards 1½ lbs No	30	*Nil	The supply of this article is restricted to the Govt. Press vide Appendix A to the stationery Rules.
ed ink jars	6	*Nil	The supply is restricted to "Account offices"
nk erasers No	6	*Nil	The supply is restricted to certain particular departments such as the Public Works, Survey and Garrison Instructors, vide App A to the Stationery Rules
lack lead pencils „	423	319	The supply of coloured pencils is [illegible] restricted to [illegible] pay of which exceeds Rs 500, vide G.O. No 1107, 24th November 1898, hence the first and the second [illegible] and the Superintendent are not entitled to red or [illegible] cils and are allowed only two ordinary pencils per annum. Salt Gumastahs and Agricultural Inspectors are treated as Clerks in the matter of supply of pencils, in the absence of specific sanction of Govt. to the contrary.
ed pencils „	108	4	
lue pencils „	108	4	
Steel nibs Nos	7200	7182	Passed as per distribution statement minus the quantity shown in Col. 8 of the indent
Indent Forms	4	2	Only two indent forms are supplied. Duplicate indents are not required by this office.

(a) Supplied in accordance with sanctioned allotment
(b) Supplied in accordance with average annual expenditure
(c) Supplied „ the current year's expenditure
Minus the quantity expected to remain on hand at the beginning of the next official year.
(d) Issued only (1) as a first supply, (2) Biennially, (3) Triennially, (4) Quadrennially, (5) Quinquennially, (6) Octennially, (7) Decennially
(e) Not supplied by this office
(f) The date of last supply and the certificate required in Rule 20 of the Staty. Rules should be furnished.
(g) Quills are supplied only to Gazetted Officers, vide G.O. No 892, d 18.12.96
(h) Not countersigned by the Controlling Head of Department.

(N.B.) The date of last supply should have been given in the case of such articles as ink glasses &c

Please depute a responsible person to take ~~stationery~~ delivery of the articles immediately

* not communicated to the Board.

(Signed) Frank. D. Reid
Dy. Asst. Supdt. of Stationery

(True copy)

For Secretary

(Sett 13—3,000 25 4 98.

Proceedings of the Board of Revenue

(Revenue Settlement, Land Records and Agriculture),

Dated 22nd May 1899.

No. 2467 Miscellaneous.

READ............ objection statement* of stationery indented for, for the use of 1899-1900 from the Superintendent of Stationery Madras, No. 2140 dated 15th April 1899.

* Copy attached

Resolution

The Board begs to report that the Superintendent of Stationery has not supplied in full certain articles of stationery included as usual in its indent for 1899-1900 and requests the sanction of Government for the supply of the undermentioned articles indented for to the extent specified below:

No	Description of articles.	Quantity indented for	Quantity passed	Cause of objection
1	Ink erasers	6	nil	The Supply is restricted to certain particular Departments, such as the Public works, Survey and Garrison Instructor, Vide Appendix A to the Stationery Rules.
2	Red Ink Jars	6		The Supply is restricted to Account offices.
3	Black lead pencils	423	319	The supply of Colored pencils to non-Gazetted officers is restricted to those who hold appointments, the pay or maximum pay of which exceeds Rs 500, Vide G.O No 1107 ẋ Financial dated 24th November 1898. ~~Hence~~, the first and the Second assistants and the Superintendent are not entitled to red or blue pencils, and are allowed only ~~two ordinary~~ pencils per annum. Extra Gumastahs and Agricultural ~~Inspectors~~ are treated as clerks in the matter of supply of pencils, in the absence of Specific Sanction of Government to the contrary
4	Red pencils	108	4	
5	Blue pencils	108	4	

ẋ: not communicated to the Board.

2. With regard to item 1 in the above list - ink eraser - it is submitted that the supply asked for is necessary in connection with the use of type-writing machines of which ~~they~~ there are three in the Office at present.

3. As regards the supply of items 2 to 5, the Board in this department should be treated as an Account Office. It has to compile the vast mass of statistics required in connection with the revision of settlements, the settlement of the annual demand, famine analysis, the periodical returns of

prices,

prices, rainfall, cultivation, trade and irrigation, and the checking of settlement diglott registers. Out of the total strength of 112 hands of the office establishment, only 82 have been treated as accountants for the purpose of the supply of pencils, and these have in former years been treated as such and supplied with 4 black, 2 red and 2 blue lead pencils each. The list is now revised and the Board considers that in the case of 60 hands in the office, the supply of pencils at the above rate is necessary for the efficient discharge of

of their duties and should be continued.

The Board is not aware of the reasons for restricting the supply of colored pencils in the case of non-Gazetted officers to those drawing a pay of more than Rs 500 per month but it considers it desirable that such pencils should be supplied as hitherto to all officers who have account work to do.

3. The agricultural inspectors need not be supplied with colored pencil but the Board considers that they will

will require four black lead pencils a year.

(True Copy & Extract)

C. Birnie

For Secretary

To

The Secretary to Government.
Rev. Departt.

$\frac{0}{18}$ 4,00 18-10-98. Financial

Revenue (189 9) Department.

177

CURRENT No. 3436

From

The Board of Revenue,
Land Revenue,
Madras.

Endt. R. No. 736

~~**Order**~~—

Transferred to the Financial Department. The articles are necessary.

For. **No.** 156 Ref.

(By Order.)

W. Marjoribanks

Ag. Under Secretary to Govt.

Ootacamund
1st June '99

CHIEF SECRETARIAT
6 - JUN 1899
OOTACAMUND

Dated 20th May 1899

Received 27th do

Registered 29th do

Enclosures

Spare copies.

SUBJECT.

Requesting the sanction of Govt. for the supply of certain stationery articles to the District Forest Officer, Tinnevelly.

To

The Financial Department.

Recd
Regd } 6.6.99

Sent by C.A. 7.6.99

Recd in Reference 7.6.99

BACK PAPERS

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Office of the Board of Revenue
(Land Revenue),
Madras, 20th May 1899 18

READ-- Endorsement of H.A.Gass Esq.,Ag.Conservator of Forests,Southern Circle,No.2269 of 1898-99,dated 13th March '99 forwarding with remarks Office Note from the Dt.Forest Officer, Tinnevelly,HeRef.on Cur.No. 95/1899,dated 3rd March 1899 requesting to obtain the sanction of Government for the supply by the Superintendent of Stationery of certain articles.

And reference thereon Forest Ref.No.117 dated 12th April'99 asking the Collector of Tinnevelly whether the articles in question have been obtained in anticipation of sanction and why so many as 26 erasers are required.

~~Reference No.~~ ~~dated~~ ~~189~~

Also endorsement of the Ag.Conservator of Forests,Southern Circle,No.2269 of 1898-99,dated 4th May 1899 forwarding letter from E.Scott Esq.,Ag.Collector of Tinnevelly,He.D.Dis.No.535/1899 dated 28th April 1899 reporting that indent for 26 erasers was made on the actual requirements as per details given and that the present supply was made by the Superintendent of Stationery in anticipation of sanction.

Forest Reference No.156 dated 20th May 1899.

In his indent for Stationery for 1899-1900 the District Forest Officer,Tinnevelly applied among other articles for 20--- yards of long cloth,24 yards of tracing cloth and 26 pencil and ink erasers.As the supply of these articles is under the Stationery rules restricted to the Public Works and Survey Departments the Superintendent of Stationery while complying with the indent desired the District Forest Officer to obtain the sanction of-- Government for the supply.

R. 22-23 of the rules

2.Long cloth and tracing cloth are necessary for the preparation of maps and sketches in connection with forest reservation and of plans which have frequently to be submitted with estimates for buildings and roads.As regards ink and pencil erasers the Collector states that these articles have been supplied --- without objection since 1894-95 for the use of the District Forest Officer and his subordinates,being preferred to Indian----

rubber, he Conservator observes that ink and pencil erasers are intended for the use of draughtsmen and surveyors and not for clerks who are usually supplied with India rubber which though more costly probably lasts longer. This matter will receive due consideration when the scale referred to in para. 2 of Board's reference No.119 dated 14th April 1899 is fixed, but in the meantime as the supply of the articles in question has already been made the Board requests the sanction of Government therefor.

B.P. 598 R
15-5-99

W. Swamikannu
for Ag. Secretary.
25 MAY 1899

To the Secretary to Government. R.D.

0/18 4,000—18-10-98.

Financial

Revenue (1899) Department.

CURRENT No. 3481.

From

The Board of Revenue: Land Revenue.

~~Order~~

Endt. Misc. No. 2042 dated 7th June 1899.

Transferred to the Financial Department.

(By Order).

Ag. Under Secretary to Government.

CHIEF SECRETARIAT
9 - JUN 1899
OOTACAMUND

For No.160. Reference.

Dated 25th May 1899.
Received 30th---do---
Registered 31st---do----
Enclosures
Spare copies.

SUBJECT.

Requesting Government to authorize the Supdt. of Stationery to issue certain stationery articles to the Forest sett. officer Nellore etc Districts and such other Forest sett officers as may require them in view of the fact that the supply of such articles will expedite forest sett. work.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE),
Madras, 25th May 1899.

READ— Letter from E. A. Smith Esqr, Special Deputy Collector on Forest Settlement Duty, Nellore &c. Districts Ref. No. $\frac{520}{Cut}$, dated 5th May 1899 requesting to obtain the sanction of Government for the supply of certain stationery articles to his office.

Forest Reference No. 160 dated 25th May 1899.

In his indent for stationery articles, the Forest Settlement Officer, Nellore &c districts included one boxwood plotting-scale* 50 feet to an inch and two⊗ drawing pencils B. The Superintendent of Stationery in complying with the indent requested the Forest Settlement officer to obtain the sanction of Government for the supply of the articles referred to. The Forest Settlement Officer reports that the articles in question are required in order to enable him to make corrections and alterations in forest reserve maps without sending them to the District Forest Officer for the purpose. As the adoption of this

* Supplied by P.W.D. [illegible] Stationery [illegible]
⊗ Supplied by P.W.D. [illegible] [illegible]

course

course will expedite forest settlement work, the Board requests that the Superintendent of Stationery may be authorized to issue the articles referred to above to such Forest Settlement Officers, as may require them. The charge is not likely to be a recurring one.

L.D.Swamikannu
for Ag. Secretary.

To
The Secretary to Government, Revenue Department.

ORDNANCE DEPARTMENT.

No. A/1341

GUN CARRIAGE FACTORY,
Madras, 10th June 1899.

From

THE SUPERINTENDENT,
GUN CARRIAGE FACTORY,
Madras,

To

THE Chief Secretary
to the Government of Madras,
Stonehouse Hill.

Sir,

I HAVE the honor to request the favor of ~~an early reply to~~ your orders on this Office communications noted below:—

Sal 4697
99
CW 1157
CW 1637
617
26.4.99

No. 0/6782, dated 13th March
A/436, 21st April 1899.

Subject: Requesting authority for the Superintendent of Stationery, Madras, to supply to this Factory certain articles of stationery e.g. Long Cloth, Gum bottle, Paper fasteners brass, Calico, drawing materials &c which are not provided for in the Stationery Rules.

I have the honor to be,
Sir,
Your most obedient servant,

C Bell

Captain R.A.,
Superintendent, Gun Carriage Factory.

Financial

Public Works (1899) Department.

CURRENT No. ~~4559~~ 2449

C.A.
May this be treated along with the other similar currents?

W.S.
14/6/99

Yes.
Circl
P.A.
16/6/99

Financial No. 2449

No 438 D of 13 June 99

~~**Order**~~ Endt.

Transferred to the Financial Dept. for favourable consideration.

W. 14/6

Secretary to Govt., P.W.D.

CHIEF SECRETARIAT
1899
OOTACAMUND

From J. Hughes Esquire,
Chief Engineer for Irrigation
& R. Scheme

No. 1078 I

Dated 7th June 1899.
Received 8.6.99
Registered 8.6.99
Enclosures 1
Spare copies

SUBJECT.

Certain stationery articles
Requests sanction of Govt. for —

BW
14

0 L S / 7 1

BACK PAPERS.

188

No.	Date.

FURTHER PAPERS.

No.	Date.

N° 2429

Stationery office
Madras 28th April 1899

From

Herbert Bradley Esquire I.C.S.
Offg Superintendent of Stationery
Madras

To

The Chief Engineer for Irrigation
Tank Restoration Scheme
Madras.

Sir,

1 & 2 × × × ×

3 I have passed straw boards & the additional quantity of pencils in anticipation of the sanction of Government, which, please obtain & communicate to this office for embodiment in the Stationery Rules, which are now under revision. I would particularly request that sanction may be obtained to a complete scale of supply including all articles required by your department which are not at present authorized by the Stationery Rules.

I have &c.

True Extract
RWH Reid
For Chief Engr for Irrign.

Sd/ Herbert Bradley
Offg Supdt of Stationery

H

KS/6.6.99 Ary/6.6.99.

190

CURRENT No.

191

Govt. of Madras. } 189⁷/. { P. W. Dept.

TANK RESTORATION SCHEME.

Madras, 7th June 1897.

OFFICE NOTE.

No. 1778 T.

To

E. W.

Enc. 1

As the Superintendent of Stationery in his letter, extract enclosed requires sanction of Government for the supply of the undermentioned articles. I request that you will be good enough to obtain & communicate the same.

(1) Straw boards 20 x 25 2 lbs.

(2) Blue black ink.

(3) Blackwoods Railroad R2 ink.

(4) Swan quills.

(5) Tape tags.

2. Sanction of Government is also requested for the black board

189
Dept.
Bundle No. 1
To

pencils required, as per distribution statement.

A. E. I.	4	pencils
Manager	4	do
1 Clerks	14	do
1 Clerk (Draughtsman)	4	do
1 Head Draughtsman	4	do
7 Asstt Draughtsman	28	do
4 Tracers	12	do
1 Muchee	2	do

Total pencils 72 per annum

The supply of pencils as detailed is necessary, as the Draughtsmen have a good deal of calculating & checking work to do in connection with the estimates received from the Parties besides their ordinary work.

RWH Reid

for E. J.

1

KS
6.6.99

Reg
6.6.99

Financial (1899) Department.

CURRENT No.

Embody this in the statements under preparation.
Cul

CHIEF SECRETARY
14 JUN 1899
GOVERNMENT OF MADRAS

From the Superintendent of Stationery Madras.

Order

Ref No. 3226.

Dated 10th June 1899.
Despr. 11-6-99
Received } 14-6-
Registered }
Enclosures 1
Spare copies –

SUBJECT.

Bringing certain points noticed in the checking of annual indents for 1899-1900 and suggesting certain alterations in the Stationery Rules.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

NOTIFICATION.

As the Stationery Rules are under revision, all officers who consider a change to be necessary in the supplies authorised by the rules for their departments or offices as the case may be are requested to take early steps to obtain the requisite sanction of Government (Financial Department).

The Superintendent of Stationery will be happy to receive suggestions from officers on matters connected with the revision but not relating to the nature or amount of supplies.

Stationery Office, Madras,
2nd May 1899.

(signed) Herbert Bradley,
Superintendent of
Stationery.

(True copy)

Frank D. Bird

Assistant Superintendent
for Superintendent.

1899
Madras No. 1

500—21-4-99.

Stationery Office,
Madras, 10th June 1899.

~~Dis.~~ Ref. No. 3226

Enclosures.

From

HERBERT BRADLEY, Esq., I.C.S.,
Acting Superintendent of Stationery,
Madras,

To

The Chief Secretary to Government,
Financial Department,
STONEHOUSE HILL.

Sir,

I have the honour to report that the annual indents for stationery received from all departments for 1899-1900 have been checked with great care this year and unauthorised demands and irregularities noticed have been communicated to indenting officers concerned and a summary of the chief points observed is being brought to the notice of the various Heads of Deparments in view to their framing a uniform scale of supply for embodiment in the Stationery Rules which are now under revision. In this connection I enclose a copy of a Notification on the subject which was published in the Gazette.

2. I beg to bring the following general points to the notice of Government and to request that the amendments and alterations suggested may be approved.

(a) "Indian rubber, vulcanized", in $\frac{3}{4}$ ounce pieces costs Rs 1-12-6 a lb., whereas "Indian rubber black" in one ounce pieces is priced at Rs 4-14-0 a lb. The former is more popular with indenting officers and the majority of them demand vulcanite rubber in preference to the black Indian rubber.

Most of the few officers who indented for and obtained a supply of black rubber, subsequently returned it and asked for vulcanized pencil erasers in exchange. The supply of this article is at present restricted to the Public Works and Survey Departments; vide page 23, Stationery Rules. The pencil erasers of vulcanized rubber may be made and article of general supply on the score of economy.

(b) "Printing ink, black" is restricted to the "Government Press" and Collectorates"; vide page 20 of the Stationery Rules. It is however required by all officers in connection with the recording of finger tip impressions. It may be made an article of general supply in view of the apparent necessity for it.

(c) By Appendix E to the Stationery Rules, attenders are allowed two black lead pencils per annum and one sheet of blotting paper per mensem. The supply of blotting paper without the corresponding supply of nibs and penholders, appears to be unnecessary. From the Mofussal indents it is observed that Stationery is claimed for attenders as for clerks as they are required to perform clerical duties, more specially in the Taluq and Divisional Offices of the Revenue Department. Should the Government feel assured of the necessity for the continuance of the existing practice, the following scale may be approved:-

For

Attenders (~~Huzur only~~) two black lead pencils per annum.

Substitute

	Blot.	Nibs	P.L. Pencils	Pen Holders	Rubber pieces
Attenders (~~Taluq and Divisional Officers.~~)	1	2	2	2	1
	per mensem.		per annum.		

(d) Such Gazetted Officers as Deputy Collectors, District Munsiffs, District Registrars demanded as usual 4 black lead pencils for the year and were supplied accordingly in consonance with long standing practice and as that number seems ~~un~~necessary, I would suggest that the term "Heads of Departments" in Appendix E in the scal for pencils etc. may be

altered

XXII

altered to "Gazetted Officers, and Local Heads of Departments" so that rule and practice may agree. The supply of two red and two blue pencils to all Gazetted Officers has already been sanctioned; Vide G.O. No.1,107 Financial dated 24th November 1898.

(e) The following scale of supply of pencils for the establishment of the Stationery Office, Madras, is absolutely necessary on account of the checking and pricing of indents throughout the year. I would ask that the sanction of Government may be accorded to its being embodied in the Stationery Rules.

Pencils per annum.

	Blacklead No.	Redlead No.	Bluelead No.
Manager	4	2	2
Storekeeper	4	2	2
Assistant Storekeeper	4	"	"
10 clerks (each)	4	"	"
Packers "	2	2	2

(f) The supply of "File books" is at present restricted to "Hospitals" but considering the demands made by the indenting officers and the necessity for the books for filling vouchers, bills and etc. which are subject to audit, I recommend that the supply may be made general on the score of economy. When the Stationery Office disallows the supply, Officers do not abstain from using file books. They either purchase them ready made at 12 and 8 annas or have them made locally at 6 or 4 annas a file for labour alone according to size against three annas, which is the contract rate for labour. The Stationery Office rate for a complete file book is 0-7-6.

(g) The supply of "covers, official, demy No.1, Foolscap No.2, $8\frac{1}{2}$"x$3\frac{3}{4}$" and small $5\frac{1}{2}$"x$3\frac{1}{4}$" is restricted to "Schools and Hospitals". If the supply is made general there would not only be a saving of labour in the several offices but economy in expenditure in the long run. At present the paper is issued and officers are expected to get the covers made by their munshis, who no doubt waste some of the paper. In many of the smaller offices, there is no munshi.

(h) The Examiner of Army Clothing Accounts, the Examiner, Ordnance Accounts, Controller, Military Accounts, and the Pay Examiner, Madras, have represented that the undermentioned members of their office Establishment should be considered to be "Accountants" in the matter of supply of pencils and they have been so treated in anticipation of the sanction of Government.

1. Superintendents.
2. Supervisors.
3. Apprentices (assistant auditors).

(i) The supply of Blackwood's red ink is restricted to "Account Offices". From the representations made by the Collector of Godaveri and other officers, it appears that the supply should be extended to the "Account Branch" of every Collector's Office and of other officers for passing bills and pay abstracts and for entering totals in account books. The concession should be extended also to the Superintendent of Family Payments and Pensions, as the alterations in the Pension Registers are required to last permanently for purposes of verification. As Empress ink powder No.2 has been approved as a substitute (Vide G.O. No.621 Financial dated 20th May 1899) the increased supply can be extended as proposed without additional expenditure.

(j) The supply of "Brown Cartridge Royal 46 lbs." is restricted to the Board of Revenue. I submit that it may be extended to Secretaries and Joint Secretaries to Government, the Superintendent, Gun Carriage Factory, the Consulting Engineer for Railways and the Presidency Post Master as the necessity for it has been shown.

(k) The supply of "White Cartridge, Europe Royal 40 lbs. 25x20 " is restricted to the Secretariat. The Deputy Assistant Adjutant General, R.A. Madras Command, and the Superintendent of Stamps have represented that the paper is absolutely necessary. In the latter case it is required for the registers in which the daily issues of stamps are entered. I have supplied the paper to these officers in anticipation of sanction in order not to interfere with work.

(l)

201

(l) The Superintendent, Remount Depot, Hosur, states that the Manager, Kanakapillay and Munshis (Workshop, Godown and Farm) are actually accountants and should be treated so in the matter of supply of pencils; and that Chowdries, Duffadars and Maistries require black lead pencils for taking notes regarding the feeding of horses under their charge. The request has been complied with, and the sanction of Government is solicited for the embodiment of the issue in the Stationery Rules.

(m) The supply of "endorsing ink" is restricted to the Revenue Secretariat. The Deputy Adjutant, Madras Command, requires it for use with metal stamps in his office. This may be approved.

(n) In the offices of the Deputy Adjutant General, Madras Command, the Deputy Assistant Adjutant General's, Rangoon, Belgaum, Bangalore, Secundrabad and Wellington drawing paper and materials such as tracing cloth, drawing pens and pins, ink and pencil erasers etc. are stated to be absolutely necessary for copying out and enlarging plans, maps etc. as there is a considerable amount of tracing, map mounting and plan drawing in the Intelligence Branches of those offices. The several articles demanded have been passed on the explanation furnished, and I would request the sanction of Government to include these supplies in the Stationery Rules.

(o) The gate keepers attached to the offices of the Collector of Sea Customs, the Ordnance Officer in charge, Harness and Saddlery Workshops, Perambore, and the Superintendent, Government Maternity Hospital are required to perform certain clerical duties. I propose that the following scale may be approved for them.

	Blotting paper.	Nibs	Black lead.	Pen holders.	Rubber pieces.
Gate keeper	one sheet	2	2	2	1
Sea Custom's Collector					
Harness and Saddlery Workshop					
Government Maternity Hospital.					
	per mensem			per annum	

(l

I have the honour to be,

Sir,

Your most obedient servant,

Herbert Bradley

Ag. Superintendent of Stationery.

Financial

Revenue (1899) Department.

CURRENT No. 3668. 2168

P.A.

Treat this with the big file

Circd. for G.O.

From

The Superintendent, Madras Survey.

No. 74/G.

CURRENT No. 2168

Order

Endt. Misc. No. 2109 d/13th June 1899.

Transferred to the Financial Department.

W. E. Davenport

Ag. Secretary to Government.

To the Financial Dept.

CHIEF SECRETARIAT
14 JUN 1899
OOTACAMUND.

Dated 6th June 1899

Received 7th ----------

Registered 8th ------------

Enclosures 2.

Spare copies

SUBJECT.

Blacklead pencils and Printing ink ----

Requests to accord sanction--- for the supply of -------- for the use of the Survey Department.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Stationery Office,
Madras 10th May 1899.

Ref No 2629.

215

From

Herbert Bradley, Esq., I.C.S.
Acting Superintendent of Stationery
Madras.

To

The Superintendent, Madras Survey
Madras.

Sir,

With reference to your letter No 721/M, dated 21st ultimo, I have the honour to state that the additional number of blacklead pencils claimed cannot be supplied in the absence of the sanction of Government to the scale which accompanied your letter No 322/M, dated 13th February 1894. It is true that your demand in accordance therewith was complied with last year but the issue was unauthorised and I cannot accept it as a precedent.

2. In this connection I observe that the scale in question provides the Sub Assistant Superintendent and the muchi of the Madras Survey Office with six and four pencils respectively while the allowance made for similar members of the Survey parties is 12 and 2 respectively, but in the distribution statements appended to the indents for 1898-1899 and 1899-1900, 12 and 4 pencils are claimed for them all. Your demand will therefore have to be revised should the scale under reference be approved by Government.

3. In these circumstances, I have the

honour to request that you will obtain the sanction of Government for the issue of pencils according to such a scale as you may consider absolutely necessary, as well as for the supply of printing ink which is at present restricted to the Government Press and Collectorates. The following quantity of the latter will, however, be supplied in anticipation of the sanction of Government, so as not to interfere with work:-

Black 7 lbs.
Red 2 lbs.
Blue lb.

I have the honour &c.
(Signed) Herbert Bradlay
Ag. Supdt. of Stationery

(True Copy)

Survey office
Madras
6 June 1899

G. P. Greene
Superintendent
Madras Survey

Endorsement sent [illegible] supplied [illegible] with G.O. 941 [illegible] 9/7

[illegible]
6/6/99

(C. O. Form No. 13-A 2.)

SURVEY OFFICE, MADRAS,
6 June 1899.

No. 74/G

From

G. P. Greene, Esq.,
Superintendent, Madras Survey,

To

The Secretary to Government,
Revenue Department.

REFERENCE. Letter No. 2629, dated 10 May 99, from the Superintendent, of Stationery, requesting to obtain sanction of Government for the supply of Black lead Pencils and Printing ink.

Sir,

In submitting herewith copy of the marginally noted reference, I have the honour to report that in accordance with circular No. 1768 dated 21 December 93 from the Superintendent, of Stationery, distribution statements of articles of Stationery for the Survey Department were furnished to that officer.

Black lead pencils indented for in accordance with these statements were supplied from the Stationery Office for the last five years, without question.

Printing ink which was found absolutely necessary for printing work executed in this office similar to that in the Collectorates and the Government Press, was also included in the periodical indents sent from this office and similarly supplied.

As the Superintendent of Stationery now objects to supply the black lead pencils and printing ink indented for, I submit herewith a revised scale of black lead pencils absolutely necessary for the use of this Department and request that Government may be pleased to sanction the same as well as the supply of printing ink to this office.

I have the honour to be
Sir
Your most obedient Servant
B. Greene
Superintendent
Madras Survey

[illegible] 6/99

~~Public~~

Revenue (1899) Department.

CURRENT No. ~~1828~~

Endt. R. No. 860
~~Order~~

From
The Secretary to the Commissioner of Salt, Abkari and Separate Revenue,
Madras.

Mis. No. 2718

Transferred to the Public Department.

Ag. Secretary to Government

Ootacamund,
23 June 1899

Chief Secretariat
26 JUN 1899
Ootacamund

Dated 16 June 1899.
Received 18th do.
Registered 19th do.
Enclosures
Spare copies

SUBJECT

Requesting Government that provision may be made in the Stationery Rules for the supply of stationery to the Emigration Agent of Tanjore according to the scale fixed for supply to "Heads of departments".

Approved and transferred to the Public Dept.

Under Secy.

23/6/99

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No	Department.	Date.

CURRENT No. 1806

Price 1 pie. 3,000/1-9-98.

Proceedings of the Board of Revenue

(Separate Revenue).

Dated 16 June 189 .

Mis. No. 278

Read the following reference of the Board(L.R.)A.No.125, dated 25th April 1899:-

x x x x x x x x x

"3. The Collector's proposal to supply pencils and blotting paper to the Emigration Agent will be dealt with in the Separate Revenue Department".

Resolution.

At the instance of the Collector of Tanjore the Board begs to request that provision may be made in the Stationery Rules for the supply of stationery to the Emigration Agent of that district. He has hitherto been supplied at the rate of four sheets of blotting paper(Europe) per mensem, four black lead, two red and two blue pencils per annum. On his indent for the current year the Superintendent of Stationery has taken objection on the ground that no ~~objection~~ mention is made of this officer in the Rules, but to prevent stoppage of work has permitted supply on the scale allowed to Chief Assistants, Managers or Head Clerks and ordinary clerks. The Collector considers this inadequate and the Board concurs with him. It therefore recommends that the rules may be amended so as to permit supply on the scale formerly allowed.

(True copy and extract)

Acting Secretary.

16.6.99

To the Secretary to Government, Revenue Department.
Copy to the Secretary to the Land Revenue Department, with the Collector's letter returned.

-10-98.

Financial

Revenue (1899) Department.

CURRENT No. 3947 2370

From

The Board of Revenue Revenue
Sett.

No. 2384 Misc.

Dated 13th June 1899

Received 19th----

Registered --do--

Enclosures 1

Spare copies.

SUBJECT.

Submitting for the order of Government paper relating to the ~~su~~-supply of Measuring tapes to the -- Minor Irrigation Maistries in Kurnool & Nellore & requesting that -- Govt. in the Finl Dept will be --- pleased to accord sanction to the issue of tapes to the maistries & stating that the Bd. does not consider it necessary to supply maistries with Mathematical instruments

---

RRENT No. 2370

~~rder~~

Endt.R.No.901 dated 1st July 1899.

Transferred to the Financial Department.

(By Order).

Ag.Secretary to Government.

To the Finl. Dept.
" Board of Revenue Revenue Sett.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Indent for drawing instruments required for the use of the Maistries on Minor Irrigation Works Nellore District.

Instruments Etc on hand if any	Instrument required	Designation of the office for whom required.	Strength of the minor Irrigation Establishment in the District	Remarks.
1	2	3	4	5
Five sets of (1) Fish skin case of instruments (Large) (1) Set of scales-card board decimally divided too. 1 Set of Slabs containing 6 in. a set — 1 1 cake of Indian ink French cake. 1 Foot Rule ordinary 2 ft. 1 measuring tape 50. ft. Chesterman's mettalic 1 measuring Chain 100 ft: with arrows. Four quires of section paper too 1 Cake of lake 1 Cake of burnt umber 1 Cake of Prussian blue or Payne's grey. 1 cake of Gamboge 1 Set of 6 Sable-hair brushes of sizes.	2 Sets of Fish Skin Case of instruments (Large size)	Maistries on Minor Irrigation Works	1 overseer & 4 Sub-overseers with 5 lascars 2 maistries	

Nellore Collector's office
Dated 2nd June 1899

(signed) not legible
for Collector.

(True copy)

Dy: Director for Secretary/.

CURRENT No.

(Sett. 13—3,000—25-1-98.

Proceedings of the Board of Revenue

(Revenue Settlement, Land Records and Agriculture),

Dated 13th June 1899. ~~189~~ .

No. 2884 Misc.,

READ...... again the following Board's Proceedings No.2499, dated 22nd May 1899:—

Read ~~also~~ the following letter from Mahammed Razakhan, Esquire, Collector of Kurnool, R.C.No.2792/Genl. dated 3rd May 1899:—

Designation of Officers.	No. of officers.	No. of tapes required.
Divisional Officer.	1	1
Tahsildars.	4	4
Revenue Inspectors.	20	20
Minor Irrigation Overseers.	3	3
Do Maistries.	2	2
Collector's Office.	1	1
	31	31

in 10.2990 / 6.10.98

Adverting to Board's Proceedings No.338, dated 9-9-98 (Rev: Sett:), I have the honour to state that I have ascertained the number of measuring tapes required for use in this District and now find that 31 measuring tapes (50 feet) are required, one for this office and the others for such of the Divisional Officers, Tahsildars, Minor Irrigation Overseers and Maistries and Revenue Inspectors, as have not been already supplied with them as detailed in the margin. I think that this number is actually necessary, and accordingly request that the Board will be pleased to sanction the supply of the same, the cost being met from the Minor Irrigation grant.

Resolution.

Resolution.

Forwarded to the Superintendent of Stationery for favour of compliance. (True copy + Extract)

(Sd) C. Benson.
Deputy Direct For Secretary.

To

The Superintendent of Stationery.
Copy to the Collector of Kurnool.

Read also the foolowing reply from Herbert Bradley, Esquire., I.C.S., Acting Superintendent of Stationery, Ref. No.3008, dated 30th May 1899:—

With reference to the Proceedings of the Board of Revenue No.2499 Mis. dated 22nd May 1899, I have the honour to inform you that 29 measuring tapes will be supplied to the Collector of Kurnool. The two demanded for Minor Irrigation Maistries cannot be passed in the absence of the sanction of Government (Financial Department.)

(Sd) Frank.D.Bird.
Asst. Supdt. for Supdt.

Read also the following letter from C.M.Mullaley, Esquire., Collector of Nellore, No.1550/Ver, dated 2nd June 1899:—

With reference to para 2 of the Chief Engineer's letter No.28 M. dated 17th January 1894, embodied in G.O.No.132 Revenue, dated 16th February 1894, I have the honour to submit herewith an indent for two sets of drawing instruments required for the use of the Maistries on Minor Irrigation Works in this District and to request that the same may be supplied.

(Sd) C.M.Mullaley.
Collector.

----:0:----

Resolution.

Submitted for the orders of Government.

2. In his letter read in Board's Proceedings No.2499, dated 22nd May 1899 read above, the Collector of Kurnool applied for 31 measuring tapes for the use of certain officers including two maistries sanctioned for the district in G.O. Nos.696, dated 7-12-96 and 743Rev dated 5-12-98. The Superintendent of Stationery, to whom the application was forwarded for compliance, states in his letter read above that the tapes demanded for Minor Irrigation Maistries cannot be passed in the absence of sanction of Government. The Collector of Nellore submits in his letter last read above an indent in respect of the two maistries sanctioned for the district for two Fish Skin cases of instruments (Large) included in the list of instruments, the supply of which to Minor Irrigation Overseers was sanctioned in G.O.No.132 Rev. dated 16th February 1894. The Board anticipates that similar applications will be received from other districts, and considering the nature of the duties which the maistries, included in the proposition statement sanctioned in G.O.No. No. 696 Revenue, dated 7-12-96, will have to perform, considers that these men should be supplied with measuring tapes, and accordingly requests that Government in the Financial Department will be pleased to accord the necessary sanction.

3. As at present advised the Board does not consider it necessary to supply maistries with Mathematical instruments.

(True Copy and Extract)

C Benson

Dy.Director for Secretary.

To

The Secretary to Government, Revenue Department. ✓
Copy to the Superintendent of Stationery.
,, ,, Collectors of Nellore and Kurnool.

Exd
[illegible]
17/6/55

Educational (1897) Department.

CURRENT No. 2377 402

[illegible]

CURRENT No. 2377

From The Director of Public Instruction, Madras.

Endt. ~~Order~~ No. 316, d/ 3rd July 1899.

Approved and transferred to the Financial Department

A Edgington
Ag Assistant Secretary

No. 6632

Dated 15th June 1899

Received 06 JUN 1899

Registered 16-6-99

Enclosures

Spare copies

6 Ota
7K df
26-6-99
Rd
27/6/99

CHIEF SECRETARIAT
5- JUL 1899
OOTACAMUND

Rec 5-7-99
Reg

SUBJECT.

Making certain recommendations in regard to the supply of pencils to some of the offices of this department

[illegible]

DESPATCHED
JUN 1899

224

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT NO. 402

3

Office of the Director o
Public Instruction,
Madras, 15 June 189

No. 6632

From

The Honorable Mr. D. DUNCAN, M.A., D.SC., LL.D.,
Director of Public Instruction,
Madras,

To

The SECRETARY TO GOVERNMENT,
~~Educational~~ / Department,
Fort St. [illegible]rge.

Sir,

According to the Stationery rules now in force, heads of departments and accountants are allowed four black lead pencils, two red pencils and two blue pencils *per annum*. The Assistant and Manager and the Head clerk of my office not coming under any of these heads, the Superintendent of Stationery, when complying with this offic indent for stationery articles for the current year, has not allowed any coloured pencils for these officers, and has allowed only two black lead pencils for each of them. For the sake of convenience and despatch of business, my office is considered as divided into two branches-the Account branch and the correspondence branch-though almost every clerk has some account business to do. The Assistant and Manager is the immediate head of the Accoun branch, which deals among other things with papers relating to grants, audit of bills, and travelling allowance and contingent bills, and he must be treated as an accountant. The Head clerk does work in connection with the departmental and Lawrence Asylum budgets, and as such does the work of an accountant in addition to other work. He should, therefore, be also treated as an accountant.

2. The scale fixed in the present rules seems to me to

Ed. Cor. / 6 — 1,000—28.10.97

have been fixed mainly with the offices of the Revenue Department in view, and contains no reference to educational institutions. The rules have been in force since 1895, but the difficulties now brought to notice were not represented till now as the Superintendent of Stationery had hitherto been allowing black lead and coloured pencils to the Assistant and Manager and Head clerk at the scale fixed for accountants. I have ~~therefore~~ the honour therefore, to recommend that the Superintendent of Stationery may be instructed to treat these two officers of my office as accountants.

3. For sometime, the Special Assistant of this office was the Secretary to the Text Book Committee and articles of stationery required for the working of that Committee were included in this office indent. Though the Special Assistant's post was abolished and one of the members of the Text Book Committee was appointed to do the duties of Secretary, stationery articles required for the use of the committee are being supplied from this office. For the current year, nine blue and nine red pencils were indented for for the Text Book Committee, but the Superintendent of Stationery allowed only four of each, at the same time calling for the G.O. sanctioning the supply of articles for the Text Book Committee. In paragraph 3 of my letter, No C-17, dated 30th November 1896, submitting proposals for the abolition of the post of Special Assistant to the Director of Public Instruction, I pointed out to Government that the necessary contingent expenditure, stationery, &c, and service postage charges for the Text Book Committee will be met from this office contingencies. This proposal was ~~was~~ sanctioned in G.O., No 24, Educational, dated 15th January 1897, but no scale was fixed under which the necessary articles of Stationery should be issued. I beg therefore to suggest that the following scale may be sanctioned for the Text Book Committee.

Black lead pencils	24
Blue do	12
Red do	12
Blotting paper	29 quires
Steel nibs	48
Penholders	12

The Committee holds two general meetings every year and meetings of Sub-Committees have to be held all the year round. The above named articles seem necessary. Other articles such as paper, ink, &c, that may be required, will be supplied from this office.

4. The Headmaster, Mangalore College, reports that the Superintendent of Stationery has disallowed coloured pencils to the teachers on the staff. I need hardly add that these are absolutely necessary for the correction of Home Exercises and for the valuation of the answer papers of the class examinations, and I beg to recommend that they be allowed pencils at the rates allowed to accountants.

5. The Superintendent of Stationery also objects to treating the clerks of Sub-Assistants as accountants, on the ground probably that they are not so designated. The Sub-Assistant has only one clerk who, in addition to ordinary correspondence work, has to check certifying memoranda and do a lot of other work of the nature of accountants work and I beg to recommend that the clerk be also treated as an accountant.

6. The officers of this department are just being supplied with stationery articles and it is likely that, when the supply has been completed, similar complaints from other quarters will arise. The Superintendent of Stationery is revising the Stationery rules and I would suggest that, before the revised rules are sanctioned, a copy may be forwarded to me to enable me to offer such remarks as may be considered necessary in the interests of this department.

I have the honour to be,

Sir,

Your most obedient servant,

D Duncan

Director of Public Instruction.

Xd.

[illegible]

[F./23]
1,000-20-7-96.

Financial (1899) Department.

CURRENT No.

A3
Hang up the file
[illegible]
17/7

From The Joint Secy to Govt
P W D I B

Order

No. 1

Dated 13th July 1899

Received

Registered

14 JUL 1899

Enclosures 2

Spare copies. –

SUBJECT.

Requesting to obtain early orders on this office No 107/17.3.99 regarding supply of good [illegible]

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

E. I. Form No. 22—1,000—27-3-99.

GOVT. OF MADRAS. } 1899. { P. W. DEPT.

CHIEF ENGINEER FOR IRRIGATION.

Ootacamund I.
~~Madras~~, 13th July 1899.

OFFICE NOTE No.

Circulation Register.

To	From	Despatch Date.	Receipt Date.
The Chief Secy to Govt, Irrl Dept	I.		

KEEP-WITH.

No. , dated 189 .

Please be so good as to obtain early orders of Govt on this Office Note No 107, d/17th March 1899 as great inconvenience is now felt for want of good ink in this Office.

Recd 1199. A.G.

for I.

1317

11/7/99

Financial (1899) Department.

CURRENT No.

A³

Keep with the file which was up before circd

19-2-98

From

The Revenue Department.

Order

K. [illegible] circd
19/7

R. No. 968

Dated 15th July 1899.

Received
Registered CHIEF SECRETARIAT 18 JUL 1899 OOTACAMUND.
Enclosures
Spare copies

SUBJECT.

Recording Proceedings of the Inam Commissioner submitting list of letters sent to Government and remaining unanswered up to 30th June, 99

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

F.
16. 4,000—15-10-98.

REVENUE DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read

Read the following list from the Insn Commissioner, Dis.No.334, dated 4th July 1899:-

List of letters sent to Government remaining unanswered up to 30.6.99

This Office Number	Date	Subject	Remarks.
R.C. No.473 of 1898	24th March 1899	Requesting that the Superintendent of Stationery may be directed to supply the total ~~quantity~~ quantity of white tape &c.	

5th Oct 1898
in & under disposal
with A2.

- * -

ORDER thereon No. 968 R., dated 15th July '99

R E C O R D E D.

/True extract/

Ag. Secretary to Government.

Copy to the Financial Department.

[F./23]
1,000—29-7-96.

Financial (1899) Department.

CURRENT No.

A3

Ask the Cntr. Mil. to
write for Curs.
152-85

From
The Controller of Military Accounts
Madras Command.

Order

No. 2368

Dated 15 July 99
Received 17 "
Registered 18 "
Enclosures 2
Spare copies.–

SUBJECT.

Forwarding correspondence from the Supt. of Pensions and Family Payments Madras and requesting that the sanction of Govt may be obtained to the supply of Black lead and colored pencils required by that officer.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

No. 2368

From

The Controller of Military Accounts,
Madras Command,

To

The Chief Secretary to the Government of Madras.

17 JUL 1899

Madras, the 15th *of* July 1899.

Sir,

In continuation of my letter No. 1399 dated 2nd June 1899, I have the honor to forward the enclosed correspondence (from the Superintendent of Pensions and Family Payments, Madras, (to be kindly returned.) and to request that the sanction of Government may be obtained to the supply of the articles required by that officer also. It will be observed from the correspondence that the articles indented for are indispensably necessary.

I have the honor to be,
Sir,
Your most obedient servant,

Major,
Controller of Military Accounts.

$\frac{O}{18}$ 4,000—18-10-98. Financial

Revenue (189 9) Department.

CURRENT No. 4487

CURRENT No. 2586

From

The Board of Revenue, Land
Revenue, Madras.

Order

Endt. Misc. No. 2652 d/18th July 1899.

Transferred to the Financial Department.

(By Order).

Ag. Under Secretary to Government.

20 JUL 1899

To

The Finl. Dept.

A. No. 222 Reference.

Dated 10th July 1899.

Received 11th--

Registered 12th----

Enclosures

Spare copies.

SUBJECT.

Requesting sanction of Government for the supply of pencils to certain classes of officers in the North Arcot Dt.

BACK PAPERS.

G.O.	No.	Department.	Date

FURTHER PAPERS.

G.O.	No.	Department.	Date.

6

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE),

Madras, 10th July 1899 189

The Honourable Mr. J. Sturrock

READ—letter from R.H.Campbell Esquire, Collector and District Magistrate, North Arcot, to the Secretary to the Commissioners of Land Revenue, Madras, Dis.No.1005/De of 1899, dated 22nd June 1899.

Reference No. 222 dated 10th July 1899 189 .

	Black lead pencils per ~~mensem~~ annum	Coloured pencils per ~~mensem~~ annum
1. Huzur Sheristadar-	4	4
2. English Head Clerk-	4	4
3. Tahsildars---------	4	4
4. Deputy Tahsildars--	2	2
5. Stationary Sub-Magistrates----------	2	2
6. Huzur Treasurer ------	2	2
7. Taluk Head Gumastas	2	2

In the letter read above, the Collector of North Arcot recommends that the marginally noted officers in his district should be supplied with pencils according to the scale noted against them. He states that these officers were hitherto allowed 4 black lead and 4 coloured pencils per annum but that the Superintendent of Stationery while passing the indent for 1899-1900 has disallowed such supply on the ground that under the Stationery rules, the officers are not entitled to get more than 2 black lead pencils per annum. Mr. Campbell considers that the supply of pencils on the scale now recommended by him is necessary and should be continued in the case of all the officers including the Huzur Treasurer and the Taluk Head Gumastas who require coloured pencils for checking accounts &c. The Board supports the Collector's recommendation.

Lionel Davidson

Acting Secretary.

To

The Secretary to Government, Revenue Department.

Md.R.H.

Financial (1899) Department.

CURRENT No. [illegible]

__Note.__
The file on the subject is in Revenue & will, probably shortly be disposed of.

~~**Order**~~
[illegible]

Lodged

[illegible]

From

The Revenue Dept.

R. No. 1014

Dated 25th July.
Received
Registered 27 [illegible] OOTACAMUND
Enclosures -
Spare copies -

SUBJECT.

Recording ~~letter from the Supdt. Madras Survey forwarding~~ statement of communications addressed to Govt Rev: Dept. to which no reply has been received for the half year ending-- 30th June 1899, forwarded by the

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department	Date.

CURR[illegible] NO.

F. 16 4,000—13-10-98.

REVENUE DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read

Ind. Cur. 21/65

Read Statement of communication addressed to Government, Revenue Department to which no reply has been received for the half year ending 30th June 1899, from the Superintendent, Madras Survey, No. 105/G, dated 15th July 1899.

Consecutive No.	No. of letter.	Date of letter.	Subject.	Remarks.
2.	74/G.	6th June '99.	Supply of black lead pencils and printing ink for the Survey Department. Requesting-- to accord sanction for the --------	

-:::-

Order thereon No. 1014 R, dated 25th July 1899.

Recorded.

(True Extract).

J. Trench

Ag. Secretary to Government.

To the Superintendent, Madras Survey.
Copy to the Local & Municipal Dept, with item 4.
" Financial Dept, with item 2.

7

Financial

Educational (1899) Department.

2708

CURRENT No. 1115

1

CURRENT NO. 2708
N

From the Director of Public Instruction, Madras

Endt.
~~Order~~

Transferred to the Financial Department in continuation of Endt. No. 316 Edl. of 3rd July 1899.

A Edgington
Ag. Assistant Secretary

No. 8228

C.O.A. 2399/[illegible]

Dated 22nd July 1899

Received 24 JUL 1899

Registered

Enclosures

Spare copies

2 AUG 1899
OOTACAMUND

27/7/99
NP
25/7/99

SUBJECT.

Recommending the supply of articles of stationery required by educational institutions for examination purposes and requesting that teachers be allowed coloured pencils at the rate allowed to accountants.

To
The Financial Dept.

DESPATCHED
22 JUL 1899

BACK PAPERS.

G.O.	No.	Department.	Date

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT No. 1115

Office of the Director of
Public Instruction,
Madras, 22 July 1899

No. 8228

From

The Honorable Mr. D. DUNCAN, M.A., D.SC., LL.D.,
Director of Public Instruction,
Madras,

To

The SECRETARY TO GOVERNMENT,
~~Educational~~ Department,
Fort St. George.

Sir,

In continuation of this office letter No.6632, dated 15th June last, I have the honour to bring to the notice of Government that the Superintendent of Stationery has objected to the supply of stationery articles to the College of Agriculture for examination purposes on the ground that the Stationery rules do not permit of it. I need hardly point out that it would be a temptation to cheating to permit students to bring their own paper, on which hints and suggestions might be written beforehand, and that it has for a long time been customary to supply students with the articles of stationery required for answering papers. I beg, therefore, to recommend that the Superintendent of Stationery may be authorized to sanction the supply in all such cases. In regard to the scale on which the supply should be made, I do not think that any hard and fast rule can be laid down. The requirements of each institution will vary with the number of students and the number of periodical examinations held during the year. I would, therefore, suggest that the supply be regulated by the expenditure of the previous years.

2. In this connection, I also beg to recommend that the Superintendent of Stationery be authorized to supply coloured pencils to teachers of schools at the rate allowed to

Ed. Cor. / 6 1,000—28 10 97

accountants. The necessity for this has been pointed out in paragraph 4 of this office letter quoted above.

I have the honour to be,

Sir,

Your most obedient servant,

D Duncan

Director of Public Instruction.

Exd

256

[F./23]
1,000—29-7-96.

Financial (1899) Department.

CURRENT No.

CA.

There are three currents awaiting the return ^from Rev^ of the file re the Revision of the Stationery Rules. Submit that this also be ~~treated along~~ linked to that file on its return.

NS
8.8.99

Order Ord

The file is with P.W.D. Find out when it will come back

Circl
5/8/99

From

The D.A.G

No. 2643

Dated.

Received } 5 Augt: 99
Registered }

Enclosures -

Spare copies. -

CA.

The file has not gone to P.W.D. It is still in Revenue and the H.C. Rev cannot tell when it will be returned

SNS
8.8.99

Put Bring up ~~again~~ on 15th

Circl
9.8.9

SUBJECT.

Requesting that the Supt
Stationery Madras may al
authorised to supply 2 ~~tho~~
straw boards for the manufa
of the File Boxes required b
Office of the Commissary- Gen
Madras Command.

CA Submitted. There are four other similar currents with the References.

GS
15.8.99

Seen Circl
15/8/99

CA P.T.O.

C.A.

Another one has since come in. I have tagged the five together, chronologically and independently of this current, and have placed them immediately below.

15-8-99

BACK PAPERS.

G.O.	No.	Department.	Date.
R	971	Fin	26-7-99

FURTHER PAPERS.

G.O.	No.	Department.	Date.

257

Office of the Deputy Adjutant General,
Madras Command.

No. 2643

Ootacamund, August 1899.

From

The DEPUTY ADJUTANT GENERAL,
MADRAS COMMAND,

To

The SECRETARY to the GOVERNMENT of MADRAS,
FINANCIAL DEPARTMENT.

-5 AUG. 1899
GOVERNMENT OF MADRAS

Sir,

With reference to P. M. G. No.971 (Financial Deptt.) dated 26th July 1899, I have the honour to request that the Superintendent of Stationery, Madras, may also be authorised to supply 2 lb straw boards for the manufacture of the File Books required by the Office of the Commissary-General, Madras Command.

R

Entered on page 5

2. The probable annual requirements will be 400 straw boards.

I have the honour to be,
Sir,
Your most obedient Servant,

C. Simpson

Brigdr.Genl,
Deputy Adjutant General, Madras Comd.

Financial

Judicial (1899) Department.

CURRENT No. 2827

Order

10 AUG 1899

From

The Inspector-General of
Registration,
MADRAS.

No. 6022

Dated 8 August 1899
Received } 10 " "
Registered
Enclosures (nil)
Spare copies -

SUBJECT.

Requesting that Government will accord sanction to the Supply of printing ink, required for the use of registering officers, direct from the Stationery Office.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

259

Registration Department

G.No. 6022

From

The Hon'ble P. Rajaratna Mudaliyar,
Dewan Bahadur,
Inspector-General of Registration,
MADRAS.

To

The Hon'ble Mr: G. Stokes, I.C.S.,
Chief Secretary to Government,
Stonehouse Hill.
Dated Madras 8th August 1899.

Sir,

Cons 7/7/mb

At the instance of the Superintendent of Stationery, I have the honour to request that sanction may be accorded to the supply of printing ink, required for the use of registering officers, being obtained from the Stationery - Office, in future.

Endorsed on page 8.

2. Hitherto the ink has been purchased from a private contractor in tins of one lb each, at 7 annas a tin, and issued to registering officers on indents made by District Registrars, for the purposes contemplated in revised registration rules 8 and 31. As the arrangement is not satisfactory, I addressed the Superintendent of Stationery on the subject, but he informs me that the supply of printing ink by his office is, at present, restricted to the Government Press and to Collectorates, and that if the Government permits it, the requisite supply can be made to this department also. On an average, about 75 lbs of ink will be required annually.

I have the honour to be,
Sir,
Your most obedient Servant,
P. Rajaratnam
Inspr: Genl: of Regn:.

Financial

260

Revenue (189) Department.

CURRENT No. 2863

22 JUL 9

CA.

To be added to the file of currents awaiting receipt of the big file from Revenue?

14.8.99

15/8/99

K. 20 8

CURRENT No. 2863

From

The Board of Revenue,
Land Revenue,
Madras.

Endorsement (Rev) No. 1069 d/ 11 Aug 99
~~Order~~

Transferred to the Financial Dept.

A. No. 239 Ref.

Ag Under Secretary to Govt.

Dated 19th July 1899

Received 22nd do

Registered

Enclosures

Spare copies

CR
To 26/7/99

The Financial Dept.

CHIEF SECRETARIAT
14 AUG 1899
OOTACAMUND.

SUBJECT.

Requesting sanction of Government for the supply of 12 yards of tracing cloth for the use of the Tahsildars in the North Arcot district for drawing sketches of their tours and famine circles.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department	Date.

261

CURRENT NO. 261

Office of the Board of Revenue
(Land Revenue)
Madras
Dated 19th July 1899

Mr.F.A.Nicholson

Read letter from R.H.Campbell Esquire, Acting Collector of North Arcot, to the Secretary to the Commissioners of Land Revenue, Madras, Dis.No.1438/accD of 1899, dated 3rd July 1899.

Reference thereon A.No.239 dated 19th July 1899

Entered on page 4

The Collector of North Arcot having applied to the Superintendent of Stationery for 12 yards of tracing cloth on the ground that it was required for the use of the Tahsildars of his district for drawing sketches of their tours and famine circles, the Superintendent has complied with the indent. He, however, considers that the sanction of Government should be obtained in view of the fact that the supply of the article in question is limited under the stationery rules to the Public Works and the Survey departments. The Board accordingly requests that the Superintendent's action in the present case may be approved.

L.D.Swamikannu
~~For~~ Acting Secretary

To
The Secretary to Government,
Revenue Department.

Md.R.H.

[illegible] 7.99

Financial

Revenue (189 9) Department.

CURRENT No. 5049

From

The Board of Revenue, Revenue

Sett:

No. 3824 Mis.

Dated 2nd August 1899.

Received 4th Aug:

Registered 5th

Enclosures 1

Spare copies

CURRENT No. 2872

~~Order~~

Endt.Misc.No.2940 dated 12th August 1899.

Transferred to the Financial Department.

(By Order).

Ag.Under Secretary to Government.

SECRETARIAT 15 AUG 1899 DEPARTMENT

To the Financial Dept.

SUBJECT.

Stationery.-

Requesting that Government will be pleased to accord the necessary sanction for the supply of certain articles of ------ to the Minor --- Irrigation Establishment recently - sanctioned.

C.A. Please see remark in red ink in Col 7 on page 4 of the Appd: The proposals made in this Ct may be passed even in view of the above remarks above referred to!

R.S.
28/8

Indent for the supply of Special Stationary articles required for the use of the Minor Irrigation Establishment, Chingleput D. for the official year 1899-1900 and their cost as per Stationary department price list.

Serial Number	Name of the article.	for the use of The Supervisor	Overseer Conjeevaram	Overseer Madurantakam	Sub-overseer Tiruvalur	Sub-overseer Ponneri	Sub-overseer Chingleput	Sub-overseer Uttaramerur	Total	Rate	per	Amount	Remarks.
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1.	Levelling field books, small size	5	4	4	1	1	1	1	17	- 14 11	each	15 13 7	
2	Survey field books, small size	3	2	2	1	1	1	1	11	- 12 11	each	8 4 1	
3.	Pocket note books, large size	2	2	2	1	1	1	1	10	- 12 11	each	8 1 2	
4.	Drawing papers Imperial, 30"x22" Sheets	20	15	15	6	6	6	4	72	92 2 8	Ream	13 13 2	
5.	Section paper $\frac{1}{100}$ Imperial 30"x22" Sheets	40	20	20	10	10	10	10	120	77 8 7	do	19 6 2	
6.	Tracing Cloth (36" wide per roll of 24 yards) rolls	1/2	3/8	1/4	1/4	1/4	1/4	1/8	2	12 8 6	Roll	25 1 0	
7.	Tracing paper 30"x22" Sheets.	12	10	6	6	5	5.	4	48	6 15 7	Quire	13 15 2	
									Total Amount Rupees:			105 4 4	

20th June 1899.

(True copy)

(Sd) V. Aravamudha Iyengar
Supervisor, Minor Irrigation

1-7-99

Ag Collector

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS

G.O.	No.	Department.	Date

CURRENT No.

(Sett. 13—2,000—25 4 98.

REVENUE BOARD OFFICE MADRAS

Proceedings of the Board of Revenue

(Revenue Settlement, Land Records and Agriculture),

Dated 2nd August 1899 189 .

No. 3824 Mis.

Mr. Higgens.

READ............ letter from the Collector of Chingleput, Ref. on No. 1265/Genl. of 1899 dated 29th June 1899, requesting sanction for a sum of Rs. 105-4-4 for the purchase of special stationery articles required for the new Minor Irrigation establishment.

Read Board's reference No. 1378 dated 5th July 1899 referring the above letter to the Chief Engineer for Irrigation for favour of remarks.

Read also letter from the Chief Engineer for Irrigation, Tank Restoration Scheme, No. 1386 T. dated 17th July 1899, stating that the Indent for stationery articles required for the new minor Irrigation establishment may be sanctioned.

Read also Board's Reference No. 1529 dated 21st July 1899, requesting the Superintendent of Stationery to state whether he can supply the articles of stationery indented for by the Collector of Chingleput for the use of the minor Irrigation Overseers.

Read also ~~the~~ letter from the Superintendent of Stationery, No. 1677 dated 25th July 1899, Informing that the articles indented for by the Collector of Chingleput

Chingleput except Section Paper Imperial cannot be supplied by this office, in the absence of special sanction of Government, Financial Department.

RESOLUTION.

The orders of Government will be solicited.

2. In a letter dated 29-6-99, the Collector of Chingleput applied to the Board for sanction for the expenditure of ~~ff~~ a sum of Rs. 105-4-4 on the purchase of special stationery articles required for the new Minor Irrigation establishment, as shown in the indent herewith submitted. The Chief Engineer for Irrigation, to whom the Collector's letter was forwarded, has stated that the indent seems reasonable and may be sanctioned. The Superintendent of Stationery who was asked whether he could supply the articles, states that he cannot supply them in the absence of the special sanction of Government in the Financial Department, except section paper, Imperial, which is covered by the sanction conveyed in Government Order No. 132, dated 16th February 1894, and which is included in appendix U to the stationery Rules. The Board accordingly requests that Government will be pleased to accord the necessary sanction for the supply of the marginally noted articles of stationery to the Minor Irrigation Establishment recently sanctioned for the several Districts in the Presidency.

- Levelling field books, small size.
- Survey field books, Small size.
- Pocket note books, large size.
- Drawing papers, Imperial, 30" x 22"
- Tracing cloth (36" wide per roll of 24 yds.)
- Tracing paper 30" x 22".

(True Extract)

C Bern

Deputy Director for Secretary.

To
The Secretary to Govt. Rev. Dept. with the indent in original.
Copy to the Collector of Chingleput. (to be returned)
Copy to the Superintendent of Stationery.

Edg MK
2/8

Financial

~~266~~

Educational (1899) Department.

2874

CURRENT No.

From The Director of Public Instruction, Madras.

CURRENT No. 2874

~~Order~~ Endorsement :- No 411. d/14/8/99

No. 8812.

Transferred to the Financial Department.

A Edgington
Ag. Asst Secretary

Dated 8th August 1899

Received 9 AUG 1899

Registered

Enclosures

Spare copies

15 AUG 1899

11/8/99

1/8/99

SUBJECT.

Requesting sanction for the supply of some drawing paper and a coloured box for the use of the Government Training School, Mangalore.

To
The Financial Dept.

DESPATCHED
AUG 1899

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT NO.

Office of the Director of
Public Instruction;
Madras, 8 ~~August~~ 1897

No. 881

From

The Honorable Mr. D. DUNCAN, M.A., D.SC., LL.D.,
Director of Public Instruction,
Madras,

To

The SECRETARY TO GOVERNMENT,
~~Educational~~ Department,
Fort St. George.

Sir,

The Headmaster, Government Training School, Mangalore, indented on the Superintendent of Stationery for some drawing paper and a colour box for the teaching of map drawing and freehand drawing in the school. The Superintendent of Stationery supplied the articles, but at the same time required the sanction of Government for their issue. I have the honour, therefore, to request that the necessary sanction be accorded.

Entered on page 8.

I have the honour to be,
Sir,
Your most obedient servant,
D Duncan
Director of Public Instruction.

End
7R

12

Financial

Educational (1899) Department.

CURRENT No.

2911

Commissioner for Government Examinations 11 AUG 1899

CURRENT No. 2911

~~Order~~ Endt. No. 417 / 16-8-99

Transferred to the Financial Department.

A. G. Cardew(?)
Ag. Asst. Secy.

Chief Secretariat 18 AUG 1899 Ootacamund

14/8/99

12/8/99

To
the Financial Dept.

From The Hon'ble Mr. D. Duncan, M.A. D.Sc. LL.D.
Commissioner for Government Examinations, Madras

No. 111/1D.

Dated 10th August 1899.

Received 11 AUG 1899

Registered

Enclosures nil

Spare copies nil.

SUBJECT.

Requesting that Government may be pleased to authorize the Superintendent of Stationery to pass in full the number of blue and red pencils ~~indented~~ for, for the use of his office.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Miscellaneou S
Form No. 3.—1,000-1-12-96.

No. 111/12

13

OFFICE OF THE COMMISSIONER
FOR GOVERNMENT EXAMINATIONS,
Madras, 10th August 1899.

269

From

THE HON'BLE MR. D. DUNCAN, M.A., D.SC., LL.D.,
COMMISSIONER FOR GOVERNMENT EXAMINATIONS,
Madras,

To

THE SECRETARY TO GOVERNMENT,
LOCAL AND MUNICIPAL DEPARTMENT,
Fort St. George.

CA
This is indefinite.
The ~~[illegible]~~ Commr. of Exams. does not say
which of his Staff &
how many he wants
treated as "Accts".

Please see P. 85 in-
struction in Col. 3
page 14 of Appx.—This
is not, it is submitted, quite
correct in respects.

SIR,

I have the honour to request that Government may be pleased to authorize the Superintendent of Stationery to pass in full the number of blue and red pencils indented for by my Secretary, viz. 60 of the former and 12 of the latter, he having supplied only 22 of the former and 4 of the latter, in accordance with the scale laid down at page 49 of the "Rules for regulating the supply and consumption of stationery and printed forms." If it were merely for the ordinary routine work of the office that these pencils were required, the number of each kind that has now been supplied would certainly suffice. But more than 20,000 applications are received every

every year in connection with the examinations under the control of the Commissioner, and when the applications are numbered, which they invariably have to be, the number assigned to each application has to be entered big and either in blue or in red lead on the face of it so as to readily catch the eye. Similarly also when the results are tabulated, it is preferable to use blue or red lead pencils for crossing out the failures and marking the passes.

2. I may add that similar indents have all along been complied with, except once, in 1893, when an objection was raised by the then Superintendent of Stationery, which, however, was subsequently withdrawn on the peculiar circumstances under which the indent was made being pointed out.

I have the honour to be,
Sir,
Your most obedient Servant
D Duncan
Commissioner

pb.

Financial
~~Judicial~~ (1899) Department.

CURRENT No.

Order

From

The Revenue Department

Mis No. 2913

Dated 11th August 1899
Received 18 "
Registered 19 "
Enclosures -
Spare copies. -

CHIEF SECRETARIAT 18 AUG 1899 OOTACAMUND

SUBJECT.

Recording with remarks list of references made to Government by the Board (R. S. L. R & A) and remaining unanswered for the half year ending 30th June 1899.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

272

(Board's Proceedings, No. 1726, R, d/ 15th July 1899)

List of Board's Proceedings addressed to Government, Revenue Depart, and not replied to, for the half-year ending 30th June 1899.

Serial No.	Board's proceedings Number	Date.	Subject	Remarks.
16.	2184 press	2nd May '99.	Soliciting orders regarding an increased supply of stationery articles issued on a fixed scale to officers in Revenue Settlement Parties.	
20	2467 Mis.	22-May '99.	Requesting sanction for the supply of certain articles of stationery already included in this office indents but not passed by the Superintendent of Stationery.	

Hw
16.8.99

CURRENT No.

F. 16 4,000—18-10-98.

REVENUE DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read ~~List of~~ Proceedings ~~from~~ of the Board of Revenue, Revenue Settlement, No. 1726 Routine, dated 15th July 1899.

Extract from ~~[illegible]~~ the list submitted by the Bd attached

--------+#+-------

Order thereon No. 2913 Mis., dated 11th August 1899.

Recorded.

2. Orders on items 2, 13 and 17 have since been passe (vide G.Os. 494 P/27-7-99, 409 P/28-6-99 and 2616 M/17-7-99 pectively).

3. Items 16 and 20 have been transferred to the Fin cial Department.

(True Extract)

for Ag. Secretary to Government.

To

The Board of Revenue (R.S)

" Financial Department. (with items 16 and 20).

14859

15

Financial

Educational (1899) Department.

CURRENT No. ~~19~~ 2931

CHIEF SECRETARIAT
19 AUG 1899

CURRENT No. 2931

~~Order~~ Endorsement. – No 4191, dy 18/8/99

Transferred to the Financial Department.

A Edgington
Ag. Asst Secy
15/8/99

Pd
14/8/99
NF
12/8/99

From The Director of Public Instruction, Madras.

No. 8925

Dated 10 August 1899.

Received

Registered

Enclosures

Spare copies

SUBJECT.

Requesting to instruct the Superintendent of Stationery to supply the Sub-Assistant Trinomally Girls' Range with 80 yards of Long Cloth for the use of the Government Girls' Schools, Madura and Trinomally.

DESPATCHED
AUG 1899

To

The Financial Dept

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT NO. 16

Office of the Director of
Public Instruction,
Madras, 12 ~~August~~ 1897.

No. 8925

From

The Honorable Mr. D. DUNCAN, M.A., D.SC., LL.D.,
Director of Public Instruction,
Madras,

To

The SECRETARY TO GOVERNMENT,
~~Educational~~ Department,
Fort St. George.

Sir,

I have the honour to request that the Superintendent of Stationery may be requested to supply the Sub-Assistant, Tinnevelly girls' range, with 30 yards of long Cloth for the use of the Government girls' schools, Madura and Dindigul. The cloth is required for the needlework Classes.

[illegible]

I have the honour to be,
Sir,
Your most obedient servant,
D Duncan
Director of Public Instruction.

Financial

~~Judicial~~ (1899) Department.

CURRENT No. 296

From

The Revenue Dept

Order

No. 2955 Mis

Dated 12th August 1899

Received 21/8

Registered 22

Enclosures Nil

Spare copies. –

21 AUG 99
OOTACAMUND

SUBJECT.

Recording with remarks list of Board's Proceedings (Land Revenue) addressed to Govt: up to 31st May 1899 and remaining unanswered for the half year ending 30th June '99.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

277

List of Board's Proceedings addressed to Government upto 31st May 1899 and remaining unanswered for the half year ending 30th June 1899.

Consecutive No.	No: of Board's Proceedings.	Date of Board's Proceedings.	Subject.
21 C 1294	B.P. Mis. No: 905.	14th March 1899.	Submitting for the orders of Government proposals of the Collectors of Trichinopoly, Chingleput, & S. Arcot regarding the supply of pencils to certain classes of Revenue Officers.
27 C 1488	Ref: No: 76. A	29th March 1899	Submitting to Govt. proposal from the Collector of Anantapur recommending the supply of 2 red and 2 blue pencils for certain offices in the district.
39. C 1787	Ref: No: 24. D.	25th April ..	Requesting the sanction of Govt. for the supply of certain stationery articles disallowed by the Superintendent of Stationery.
40. C 1788	Ref: No: 123. A	25th ..	Requesting Sanction for the supply of pencils, blotting papers, &c, to certain Officers in the Tanjore District.
42. C 1785	Ref: No: 128. A	27th ..	Requesting Sanction for the supply of coloured pencils to certain Officers in Ganjam.

10/8/99

F.
16 4,000—18-10-98.

CURRENT NO.

REVENUE DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read 228

Read Proceedings of the Board of Revenue, Land Revenue, No:1694, R, 4/8th July 1899, submitting list of Board's Proceedings addressed to Govt: up to 31st May 1899 and remaining unanswered for the half year ending 30th June 1899.

Order thereon, No:2955, Mis, dated the 12th August 1899.

Recorded.

2. X X X X X

3. Items 33,34 and 58 have been transferred to the Public Works Department, items 31,37,39,40, and 42 to the Financial, and item 56 to the Judicial Department.

(True Extract.)

For Ag. Secretary to Government.

To the Board of Revenue, L.R.

Copy to the P.W.D. } paras 1 and 3 with items.
" Financial Dept: }
Judicial " }

16.8.99

Finance

Revenue (1899) Department. 279

CURRENT No. 2917

CURRENT No. 2917

Endt. Mis No 3004, 19th August 99 ~~Order~~

Transferred to the Financial Department.

Ag Secretary to Government

Ootacamund,
19th August 1899.

16-8-99
16-8-99

CHIEF SECRETARIAT
23 AUG 1899
OOTACAMUND

From
The Secretary to the Commissioner
of Salt, Abkari and Separate Revenue,
Madras.

Mis. No. 3617

Dated 11th August 1899.
Received 13th do
Registered 14th do
Enclosures
Spare copies

SUBJECT.

Recommending to Government the supply of coloured pencils to Customs Superintendents at the rate of four pencils each per annum.

BACK PAPERS.

G.O.	No.	Department	Date.
[illegible]	557	Rev	7.2.99

FURTHER PAPERS.

G.O.	No.	Department	Date.

C No. 1825 under [illegible]

Entered on page 13

Price 1 pie. 2,000 1-9-98.

280

Proceedings of the Board of Revenue

(Separate Revenue).

Dated 11th August 1899.

Mis. No. 3617

The Hon'ble Mr. J. Thomson.

Read Board's reference (Land Revenue) A. No. 247, dated 24th July 1899.

Resolution.

In continuation of para 3 of Board's Proceedings (Land Revenue) read above, the Board in this Department begs to recommend the supply of four coloured pencils per annum to each of the Customs Superintendents, as proposed by the Collector of Godavari.

2. In addition to the reasons given by the Collector, it may be pointed out that coloured pencils are practically indispensable for checking Customs accounts and trade statistics.

(True extract)

R A Graham
11/8/99
Acting Secretary.

To the Secretary to Government, Revenue Department.

To the Secretary to the Commissioners of Land Revenue, with Collector's letter returned.

C.G.P.
11/8/99

BACK PAPERS.

G.O.	No.	Department	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Board of Revenue (Land Revenue), No. 306, 13th August 1896.

PROCEEDINGS OF THE BOARD OF REVENUE

(Land Revenue).

Read—the following letter from A. C. TATE, Esq., Collector of Cuddapah, to the Secretary to the Commissioners of Land Revenue, dated 11th June 1896, Ref. on Cur. No. 956-Acc.:—

The Deputy Collector of Siddhavattam division asks for the supply of two blue pencils—one for the use of the head clerk and the other for the record clerk of his office—as the former is required to mark the disposal files selected for indexing with a blue cross over the number and the latter to page them when transferred to record with blue pencil according to the office rules for the conduct of business. These clerks are not entitled to blue pencils under the existing stationery rules—*vide* page 49 of the stationery rules. As these articles are necessary to this class of officials in the Divisional offices, I have the honour to request that you will obtain the sanction of the Board for supply of two extra blue pencils to each Divisional officer. The Deputy Collector himself is not entitled to red and blue pencils under the rules; but on a reference to the Superintendent of Stationery that officer states that he may be treated as a head of a department for all purposes of stationery.

Reference on the above, dated 26th June 1896.

Referred to the Collector of Nellore for report as to how the supply of blue pencils required for marking and paging disposal files in * Divisional and † taluk offices is obtained. If no blue pencils are supplied, it should be stated how the marking and paging are being done.

* Paragraphs 108 and 125 of the rules.
† Paragraph 108 of the rules.

(Signed) R. C. C. CARR,
Acting Secretary.

To the Collector of Nellore, with letter (to be returned).

Read—the following letter from E. SCOTT, Esq., Acting Collector of Nellore, to the Secretary to the Commissioners of Land Revenue, dated 28th July 1896, No. 1276-Eng.:—

With reference to your reference on General Register No. 3075, dated 26th June 1896, regarding supply of blue pencils required for marking and paging disposal files in the Divisional and taluk offices, I have the honour to inform you that all officers in this district down to the grade of Deputy Tahsildar and Stationary Sub-Magistrate are treated as heads of departments for purposes of stationery and supply of coloured pencils is being made to all of them according to the scale laid down in appendix E under rule 20 of the stationery rules. As this supply is frequently found insufficient for office consumption, the marking and paging of disposals are generally done in red ink in the divisional as well as in the taluk offices, blacklead pencils being used in some offices.

2. I consider red ink is in every way preferable to blue pencils for this purpose. But if the Board thinks blue pencils should be used, two extra pencils every quarter will be required for each office.

3. I take this opportunity to state that at least four extra blue pencils, if they are to be used, will be required every quarter for the Huzur office for the same purpose. Paging in the Huzur office is now being done in blue or red pencils or red ink as the state of the stock may dictate.

4. The enclosure letter is returned herewith.

RESOLUTION—No. 306, dated 15th August 1896.

The Board considers that the marking and paging of disposal files in all offices can be done with red ink.

(True Copies and Extract.)

(Signed) R. C. C. CARR,
Acting Secretary.

To all Collectors.
Copy to Forest Section.
" Conservators of Forests.

1896.

Board of Revenue

(Land Revenue),

MADRAS.

Printed August 27th.

Proceedings, No. 306, 13th August 1896.

Considering that the marking and paging of disposal files in all offices can be done with red ink.

1899
REVENUE DEPT.
Encl. No.

CURRENT No.

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE).
Madras, 24th July 1899

READ—

Mr. F. A. Nicholson

Reference A. No. 247 dated 24th July 1899

The Collector of Godavari recommends that the marginally noted * officers in his district should be supplied with coloured pencils according to the scale noted against them. He states that these officers were hitherto allowed such pencils but that the Superintendent of Stationery while passing the indent for 1899-1900 has disallowed the supply on the ground that it is not sanctioned in the Stationery rules. Mr. Cumming points out that coloured pencils frequently form a very useful substitute for pen and ink and save time when it is desired to make marginal references or notes in a manner which will at once attract the eye. He therefore recommends that coloured pencils should continue to be supplied to all the officers referred to. The Board supports the Collector's recommendation.

*

	No. of pencils required *per annum*
1. Huzur Sheristadar	4
2. Head clerks in Collector's and Divisional offices	2
3. Tahsildars	4
4. Deputy Tahsildars	4
5. Stationary Sub-Magistrates	4

Colr covered by [illegible]

2. In the rules issued under the Disposal number system, it was provided that disposal files should be paged with blue pencil but the Board considered that the work could be done with red ink. (*Vide* Board's Proceedings No. 306, dated 13th

August 1896). The Collector now represents that numbering the pages of these files with red ink is less rapid and that it also renders the paging untidy as in making up a large number of files every day the clerks frequently omit ~~the~~ to use blotting paper. In these circumstances, the Board recommends that the despatching clerks in the Collector's and Divisional offices who are required to page files under the Disposal-number system may be supplied with blue pencils.*

* Number of pencils required per annum for each clerk.

3. The Collector's proposal to supply coloured pencils to Sea Customs Superintendents will be dealt with by the Board in the Separate Revenue Department.

Acting Secretary.

To

The Secretary to Government, Revenue Department, with copy of B.P. 306, d/ 13-8-96

The *Separate* - Revenue Department with letter dated 8-6-99 in original to be returned.

Md.R.H.

U.P.K.
24.7.99

[F. / 23]
1,000—29-7-96.

Financial (1899) Department.

CURRENT No. 2971

C.A.

Subm'd that the items mentioned in the enclosed list be incorporated with the statement prepared in this Office re alterations in the Stationery Rules

[illegible]
21.8.99

Yes
P.A.
[illegible]
24/8/99

From the Director-Genl of Telegraphs Calcutta.

Order

No. 5799

Dated 17th Augst 1899

Received 23rd " "

Registered 24th " "

Enclosures 1

Spare copies.

SUBJECT.

Requesting the inclusion ~~of~~ in the "Rules for regulating the supply ~~of~~ and Consumption of Stationery and Printed Forms" of all the articles shewn in the enclosed list

Augu
the
the
cum
Col
und
3.
col
ter
Dep

To

BACK PAPERS.

G.O.	No.	Department	Date

FURTHER PAPERS.

G.O.	No.	Department	Date

CURRENT NO.

No. 5799

CHIEF SECRETARY
G. 1899
T OF MADRAS

FROM

THE DIRECTOR GENERAL OF TELEGRAPHS,

THE CHIEF SECRETARY

TO THE GOVERNMENT OF MADRAS.

Calcutta the 17th of August 1899.

SIR,

OA
Please see suggestion on page 16 of appx.

The Superintendent Government Telegraph Store Department, Calcutta, reports that under the "Rules for regulating the supply and consumption of Stationery and Printed forms", the issue of certain articles is restricted by the Madras Stationery Department to Officers other than those of the Telegraph Department, I have, therefore, the honor to request the favor of a modification of, and inclusion in, the above rules of all the articles as shewn in the enclosed list, which also details the annual scale (approximate) of supply required for the Government Telegraph Store Depot at Madras. The requirements are, as will be seen, based on the average of the past 2 years' issues with 25 % added thereto to meet unforeseen demands, consequent on the large growth of the Department.

I have

I have the honor to be,

Sir,

Your most obedient servant,

Deputy Director General of Telegraphs.

[F./23]
1,000—20-7-96.

Financial (1899) Department.

CURRENT No. 2916

287

Order

From The Superintendent
Gun Carriage Factory
Madras.

No. O/2 668

Dated 23 Augt 99

Received } 25 " "
Registered }

Enclosures -

Spare copies. -

SUBJECT.

Requesting early orders on his letters regarding certain articles of stationery which have been disallowed by the Supt. of Stationery.

BACK PAPERS.

G.O.	No.	Department	Date.

FURTHER PAPERS.

G.O.	No.	Department	Date.

The Superintendent
Gun Carriage Factory
Madras

No 2668

23rd Aug 99

25th "

[illegible]

CURRENT No. 2956

ORDNANCE DEPARTMENT.

No. G/2668.

288

From

The SUPERINTENDENT,
GUN CARRIAGE FACTORY,
MADRAS.

To

THE CHIEF SECRETARY
TO THE GOVERNMENT OF MADRAS,
STONEHOUSE HILL,
OOTACAMUND.

Enclosure.

CHIEF SECRETARY
25 AUG 1899
GOVERNMENT OF MADRAS

GUN CARRIAGE FACTORY OFFICE,
Madras, 23rd August 1899.

[illegible] Put up with the [illegible]

O.W. 1157.
[illegible]

Sir,

I have the honor to request the favor of orders on this Office Nos. G/6782 dated 13th March '99, A/456 dated 21st April '99 & subsequent reminder No. A/1341 dated 10th June '99, on the subject of certain articles of stationery which have been disallowed by the Superintendent of Stationery on the grounds that they are not provided for in the Stationery Rules & requesting sanction for their supply to this Factory.

2. In anticipation of sanction the Superintendent of Stationery has supplied all the articles disallowed with the exception of "Paper fasteners Brass" which he says he is unable to supply in the absence of authority from Government.

300—3-3-98.

P.T.O.

3. The Indent for 1900-1901 has recently been submitted wherein the articles included in the special list sent to the Government have been demanded.

4. I have the honor therefore to request that the Government will be pleased to sanction the scale of articles referred to both as regards this years supply & further demands.

I have the honor to be,

Sir,

Your most obedient servant,

Maurice Archer

Lieut: R. A.,

Asst: Superintendent in charge.

$\frac{O}{18}$ 4,000—17-10-98. Financial

294

Revenue (189 9) Department.

2988

CURRENT No. 5211

SOM
PA
with the file
of the
[illegible]

CURRENT NO. 2988

~~**Order**~~

Endt.R.No.1144.

Transferred to the Financial Department. The entry "per mensem" in the Board's Reference is apparently a clerical error for "per annum".

(By Order).

Ag. Under Secretary to Government.

Ootacamund.
22nd Aug: 1899.

25 AUG 1899

To the Finl. Dept.

From

The Board of Rev: Land Revenue.

Ref. A. No. 263

Dated 9th Aug: 1899

Received 12th--

Registered --do--

Enclosures

Spare copies.

SUBJECT.

Requesting sanction of Govt. for the supply of coloured pencils to certain officers in the Cuddapah Dt.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

CURRENT No.

OFFICE OF THE BOARD OF REVENUE
(LAND REVENUE),

Madras, 9th August 1899 ~~189~~.

Mr. F.A. Nicholson.

READ—

Reference A. No. 263 dated 9th August 1899.

The Collector of Cuddapah recommends that the marginally ⊗ noted officers in his district may be supplied with coloured pencils on the scale noted. He states that these officers were supplied with such pencils until the Superintendent of Stationery disallowed them in the indent for 1899-1900 on the ground that their supply was not warranted by the Stationery rules. Mr. Harding considers that the supply of coloured pencils on the scale recommended by him is necessary in the case of all the officers referred to including Taluk Sheristadars who are really Accountants and as such entitled to coloured pencils under the Stationery rules. The Board supports the Collector's recommendation.

⊗	Number pencils required per mensem	
	Red.	Blue.
Huzur Sheristadar	2	2
English Head clerk	2	2
Tahsildars	2	2
Deputy Tahsildars	2	2
Stationary Sub-Magistrates	2	2
Taluk Sheristadars	2	2

LDSwamikannu

For Ag: Secretary.

To the Secretary to Government,

Revenue Department.

Financial Dept

For the C.S.

In issuing Stationery last year & in the early part of this year the Stationery Office adhered to the scales laid down in the Stationery rules instead of, as was apparently the practice formerly, supplying each office with what it asked for. As a result, a large number of offices has come up with proposals for the alteration of the Stationery rules. These proposals have been tabulated in the accompanying statement, column 7 of which contains draft orders ~~for~~ on each ~~of~~ point, subd. for approval. Rev. & P.W.D. may, it is subd, be asked to c.c. as ~~they~~ those depts are principally concerned

Yes

C.W.S.
24.7.98

Revenue Department.

To Under Secretary.-

The Financial Dept sends to the Revenue Department for --- counter-initials the draft G.O. which - it proposes to issue on the subject of the amendment of the stationery rules. The amendments with a few exceptions are based so far as the Revenue Department is concerned on the proposals of the -- Heads of Departments which have already been approved and transferred by it to the Financial Department.

2. The items which concern the Revenue Department are marked with blue chalk - crosses in the original draft. Their Nos. with the remarks, if any, which have suggested themselves in connection therewith, are submitted below for information.

Item II (Board of Revenue, Sep. Revenue)

No remarks.

,, III (Board of Revenue, Land Revenue) Forest.

a & b No remarks.

c This relates to the application made by the Board of Revenue (in its Reference No.1560, d/30-5-'99, pp.179-180 of file) for the sanction of Government to the supply in 1899-1900, which had been made by the Superintendent of Stationery in anticipation of sanction, of long cloth, tracing cloth and pencil and ink erasers to the District Forest Officer, Tinnevelly. The proposed order as regards the item in question runs as follows:-

"The supply of long cloth and tracing "cloth to all District Forest Officers "is sanctioned. The necessity for the "supply of ink & pencil erasers is not "apparent as Draughtsmen* employed in "District Forest Officers will receive "them". The necessity of long cloth and tracing cloth to District Forest Officers is explained by the Board in paragraph 2 of its Reference quoted above (page 179 of file); and the first sentence of the order may, it is submitted, be accepted. The second sentence of the order appears,+ it is submitted, unnecessary in view of the facts that the Board itself quotes a remark to a similar effect made by the Conservator

*Please see the proposed order in regard to item III (b).

22

22

/ Seen 16.8.01

+ NMc

The sentence has been omitted

Fnl Dept

Cuel 22.8.01

Fnl Dept

NMc

This has been done

Cuel 22.8.01

For trial to consider

[illegible]

of Forests, Southern Circle, and only seeks the sanction of Government to a supply which had been made in anticipation of sanction and does not propose the supply of the erasers to District Forest Officers.

Item IV (Board of Revenue, Land Revenue)

(a) may be grouped with item III as it relates to "Forests"

Item V (Board of Revenue, Settlement)

(a) No remarks.

(b) At page 27 of the Stationery rules under "Drawing and Mathematical instruments," it is proposed to add "measuring tapes" at the end and against that entry to insert "~~Senior~~ minor Irrigation Maistries".

Appendix U to the Stationery rules gives a list of mathematical instruments and drawing materials to be supplied to a Minor Irrigation Works Overseer. The staff of Minor Irrigation establishment in the Presidency has recently been reorganized and improved so as in a measure to correspond with the Upper and Lower Subordinate ranks of the Public Works

made
in a
cloth
erase
Finn
the
" Th
"clot
"is s
" supp
" appa
" Dist
them
and
Off
par
abo
sen
tec
of
unr
the
si

22
PP

Works Department -- vide G.Os. 696/7-12-96 & 743/5-12-98; and with the entertainment of the trained staff under the new scheme, it is expected that the references to the officers of the Public Works Department in connection with Minor Irrigation works would become rare--- vide concluding -- sentence of paragraph 2 of G.O.696/7-12-96. Owing to the increased technical work imposed, the scale of stationery supplied to these officers requires, it is submitted, revision; an application (Rev.C.No.5049/'99) has come up to Government from the Board requesting that the Superintendent of Stationery be authorized to supply level and field books, tracing cloth, tracing paper and drawing paper to Minor Irrigation establishment recently sanctioned. An application from the Collector of Chingleput was the cause of the Board's recommendation in question, and it is not unlikely that there may be other articles the supply of which is -- not now authorised, but which may be -- necessary for the proper discharge of their

22

work

Fin'l Dept

Note This has been done

[illegible]

Seen
This may be done
16/5/
[illegible]

5

work by the members of the Minor Irrigation establishment. It is a question therefore whether it would not be better to ask the Board of Revenue to draw up in consultation with the Chief Engineer for Irrigation a statement of the requirements of the Minor Irrigation establishment generally and to embody this statement in the stationery rules in lieu of the present Appendix U thereto.

Fin'l Dept

Note Alteration has been made

21. 8.

For Fin'l to Consider

Item XIII (Supdt. Madras Survey)

(a) No remarks.

(b) It is not clear what remarks of the Superintendent of Stationery are referred to by the Financial Department in col. 7 of the draft order. No such remarks are traceable in the file.

Item XVI (Inam Commissioners)

No remarks.

,, XXI (Board of Revenue, Land Revenue)

No remarks.

,, XXII (Board, Land Revenue, Forest)

No remarks.

6

Item XXIII (Board of Revenue, Sep. Rev.)

No remarks.

,, XXIV (Board of Revenue, Settlement)

No remarks.

,, XXVII (Superintendent, Madras Survey)

The remark in col. 7 is not clear.

NB
The remarks of the Supdt. [illegible] Stationery are [illegible]. This has been made clear.
[illegible]

,, XXIX (Inam Commissioners)

No remarks.

,, XXXIII (Board of Revenue, Sep. Rev.)

No remarks.

,, XXXIV (Board of Revenue, Land Revenue)

No remarks.

Stoll
This was compiled from the notes received in the several Sections

[illegible] 12 viii. 99

K.R. 12-8-99

Seen [illegible] 16.8

To Fin. with ref to notes above.
H.T.
18.8.99

19/8

CHIEF SECRETARIAT
18 AUG 1899
OOTACAMUND.

Financial dept

Curr. 2586, 2666, 2708, 2759, 2827, 2863, 2872 and 2874. 2911, 2922, 2931, 2935, 2957, 2968, 2971, 2986

Note for the C.S.

These currents are awaiting the return of the large file re alterations in the Stationery Rules, which was sent to the Revenue dept for c.i. on the 26th ultimo, to be passed on afterwards to the P.W.D. also for c.i. As these currents cannot be disposed of without the file above referred to and as the number of such ~~those~~ currents will tend to increase until orders are passed on the Stationery file, it is submitted that the Revenue and P.W. depts may be requested to expedite the return of the ~~papers~~ file to this department.

G.S.S. 17.8.99

C.W.D. 18.8.99

The file has returned from Rev. today.
19/8

Ref

Financial Dept

For the C.S.

Please see side notes on Rev. Dept. remarks — all of which have been attended to.

Subd that the file may now go to P.W.D. for favour of early disposal

C.W.S.
22-8-99

3 Fin. Sec. No. 2129
23-8-99

Read Comments at the vide list attached

Financial Dept.

Order No. 942 of 29-8-99.

R.S. The papers read above relate to proposals regarding the alteration of the Stationery rules. These proposals ~~are~~ ~~summarized~~, with the exception of those contained in the papers mentioned in the next paragraph, are summarized in the appendix to these proceedings, column 7 of which contains the decision of Govt in each case.

Letter from the Director of Public Instruction. No 8228,
dated 22.7.99.
" " " " " " No 8812,
dated 8.8.99.
" " " Commissioner for Govt Examns
No 111/1D, dated 10.8.99.
" " " Director of Public Instruction
No 8925, dated 10.8.99.
" " " Director General of Telegraphs,
Calcutta, No 5799, dated 17.8.99.

2. The communications noted in the margin will be forwarded to the Supdt of Stationery for remarks

3. The Supdt will now arrange for ~~an~~ the early issue of a revised Edn of the Stationery rules

CWS
28.8.99

Supdt of Staty
Accdt to the Secy
Acct Genl.
the Genl.
Revenue, E&C, Leg, L&M,
PWD - Marine

Except Finance

Note for the C.S. Such of the proposals as have been received since the papers first recd. fr C.S. & which have been now included in the appendix have been marked × on p. 4-5. 11. 12 & 13.

C.W.S.
28-8 99.

BC To check proof of order & to see that Supdt of Stationery receives all necessary original papers.

Line
ackd
10/11/99

selected but
ackd
10/11/99

C.W.

Government (1899) of Madras.

FINANCIAL.

Recd. } 1899. *Enclosures*

Regd. *Spare copies*

G.O., No. 1177, 30th October 1899.

OCTOBER.

Stationery.

Making certain alterations in the scale of the supply of — to certain departments and officers.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—again G.O., No. 942, Financial, dated 29th August 1899.

Read—also the following papers :—

From the Superintendent, Madras Survey, dated 6th June 1899, No. 74-G.
" Director of Public Instruction, dated 15th " " " 6632.
" Board of Revenue (Land Revenue), dated 10th July 1899, Ref. No. 222.
" Director of Public Instruction, dated 22nd July 1899, No. 8228.
Endorsement of the Educational Department, dated 31st July 1899, No. 371.
From the Director of Public Instruction, dated 8th August 1899, No. 8812.
Endorsement of the Educational Department, dated 14th August 1899, No. 411.
From the Commissioner for Government Examinations, dated 10th August 1899, No. 111—1-D.
Endorsement of the Educational Department, dated 16th August 1899, No. 417.
From the Director of Public Instruction, dated 10th August 1899, No. 8925.
Endorsement of the Educational Department, dated 18th August 1899, No. 419.
From the Board of Revenue (Land Revenue), dated 24th July 1899, No. A-247.
" Director-General of Telegraphs, Calcutta, dated 17th August 1899, No. 5799.
" Board of Revenue (Land Revenue), dated 9th August 1899, No. A-263.
" Superintendent of Stationery, dated 10th October 1899, No. 5406.

Order—No. 1177, Financial, dated 30th October 1899.

The orders of Government on the proposals dealt with by the Superintendent of Stationery are contained in column 6 of the annexed statement.

2. Orders have been passed in G.O., No. 1140, Financial, dated 18th October 1899, on the question of the supply of stationery to the subordinates of the Forest Department.

(True Extract.)

for *Chief Secretary*.

To the Superintendent of Stationery.
" Revenue Department.
" Educational Department.
" Director-General of Telegraphs, Calcutta.

[Appendix.

Exd. A. Rungasawmy Aiyangar.

APPENDIX.

1	2	3	4	5	6
Department or officer proposing the change.	Proposals of the officer concerned.	Additions to the Stationery Rules necessitated by the *acceptance* of proposal in column 2.	Suggestions of the Superintendent of Stationery.	Alterations in Stationery Rules necessitated by the suggestions in column 4.	Orders of Government.
I. Board of Revenue (Land Revenue).	(1) That Taluk Sheristadars may be supplied with 2 blacklead and 2 coloured pencils of each sort *per annum* and Taluk Gumastahs with 2 blacklead and 2 coloured pencils *per annum*.	At page 49, in the scale prescribed for "Pencils, &c.," insert— Black lead. / Coloured pencils: Blue. Red. Taluk Head Gumastahs. 2 1 1 " Sheristadars. 2 2 2	The proposals may be approved	Same addenda as in column 3.	Sanctioned .
	(2) That Despatching clerks in the Collectors' and Divisional Offices may be supplied with 2 blue pencils each.	At page 49, in the scale prescribed for "Pencils, &c.," insert "Despatching clerks in the Collectors' and Divisional Offices" and enter against them— Blue pencils 2			
II. Superintendent, Madras Survey.	*That blacklead* pencils may be supplied according to the scale in the statement forwarded.	In the scale given at page 49, insert the officers mentioned in the statement forwarded and the number of blacklead pencils given against them.	The proposal may be sanctioned	Same addendum as in column 3.	Do.
III. Director of Public Instruction.	(1) That the *following* scale of pencils, &c., may be sanctioned for the Text-Book Committee :— Blacklead pencils .. .. 24 Blue pencils .. .. 12 Red " .. .. 12 Penholders 12	At page 49, in the scale for "Pencils, &c.," insert "The Text-Book Committee" and enter against it the scale given in col. 2.	I find it impossible to criticise the proposed *scale in the* absence of particulars of the work done by the members of the Committee.	Do. do.	Do.
	(2) That all teachers of schools and the clerks of Sub-Assistant Inspectors of Schools may be treated as "Accountants" in the matter of supply of pencils, &c.	At page 49, in the scale for "*Pencils*, &c.," insert "All teachers of schools and *the clerks* of the Sub-Assistant Inspectors of Schools" and enter against each the scale prescribed for "Accountants."	I would submit that this question may lie over till the submission to Government of detailed proposals called for in this office No. 5005, dated 12th September 1899 (copy enclosed).	....	The proposal in *col.* 4 is approved.

1	2	3	4	5	6
Department or officer proposing the change.	Proposals of the officer concerned.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 2.	Suggestions of the Superintendent of Stationery.	Alterations in Stationery Rules necessitated by the suggestions in column 4.	Orders of Government.
III. Director of Public Instruction—*cont.*	(3) That the following scale of steel pens, &c., may be sanctioned for the Text-Book Committee:— Steel pens .. 48 Blotting paper .. 29 quires.	At page 50, under "*Quills, &c.*" insert "Text-Book Committee" and enter "48 Steel Pens" against it and in the same page under "Blotting paper, &c." insert "Text-Book Committee" and enter "29 quires" against it.	The proposal as regards steel pens may be approved. But I would reduce the quantity of blotting paper to 2 quires. This was the amount demanded and issued for the current year. No reason for the inordinate increase is given. The figure "29" is perhaps a clerical error for "2-q."	Same addenda as in col. 3 except the insertion of 2 quires for 29 quires.	The proposal in col. 4 is approved.
	(4) That stationery may be supplied to all Government institutions for examination purposes and that this supply be regulated by the expenditure of previous years.	At the end of Appendix E, add the following as note (1):— Pencils, penholders and nibs and blotting paper will be supplied to Government schools and colleges for examination purposes, and the supply will be regulated by the expenditure of previous years.	The paper required for examination purposes was not separately demanded, nor was its supply refused. The question was as regards the supply of articles which are issued on a fixed scale, such as pencils, &c. Their supply as proposed by the Director of Public Instruction is unobjectionable and seems desirable for the reasons advanced.	Same addendum as in col. 3. It is proposed to supplement the addendum with the following instruction in order to facilitate check:— The quantity required (viz., for examination purposes) should be shown separately in col. 9 of the indent against each item. Figures in cols. 2 to 8 should likewise be entered separately to show how the figure in col. 9 was arrived at.	Sanctioned.
	(5) That Coloured pencils be supplied to teachers of schools at the rate allowed to Accountants.	At page 49, in the scale for "pencils, &c.," insert "Teachers of schools" and enter against it— Red pencil .. .. .. 2 Blue " 2	*Vide* proposal (2) *supra*	....	*Vide* item III (2) *supra*.
	(6) That the issue of Drawing paper and a colour-box already made to the Headmaster, Training School, Mangalore, may be sanctioned.	At page 17, against "Imperial, 30" × 22", 72 lb." under "Drawing paper", insert "Headmaster, Training School, Mangalore" after "Public Works Department." At page 22, under "Colour boxes" against "Sliding covers of 6 colours" insert "Headmaster, Training School, Mangalore" after "Public Works Department".	This seems to be a general question and may lie over pending the submission to Government of detailed proposals called for from the Director of Public Instruction. *Vide* proposal (2) above.	....	The proposal in col. 4 is approved.
	That 80 yards of Longcloth be supplied to the Sub-Assistant Inspector, Tinnevelly Girls' Range, for the use of Government girls' schools in Madura and Dindigul.	At page 24, under "Miscellaneous articles", insert against "Longcloth" "Sub-Assistant Inspector, Tinnevelly Girls' Range — 80 yards" after "Survey".	All Government girls' schools (including the one in question) where needle-work is taught have been supplied with longcloth in anticipation of the sanction of Government. The rule may therefore be amended accordingly.	At page 24, under "Miscellaneous articles", insert against "Longcloth", "All Government girls' schools and institutions where needle-work is taught" after "Survey."	The alteration specified in col. 5 is sanctioned.

1	2	3	4	5	6
Department or officer proposing the change.	Proposals of the officer concerned.	Additions to the Stationery Rules necessitated by the acceptance of proposal in column 2.	Suggestions of the Superintendent of Stationery.	Alterations in Stationery Rules necessitated by the suggestions in column 4.	Orders of Government.
IV. Commissioner for Government Examinations.	That the Secretary to the Commissioner for Government Examinations be supplied with 60 blue pencils and 12 red pencils every year for numbering applications for examinations, for tabulating results, for crossing out the failures and marking the passes.	At page 49, in the scale for the supply of pencils, &c., insert "Secretary to the Commissioner for Government Examinations" and enter against it the following scale:— Red pencil .. .. .. 12 Blue pencil 60	The demand for Coloured pencils was made in the last annual indent and passed as shown below:— — : Quantity shown in the Distribution Statement; Quantity passed. Secretary .. .. .. : 4; 4 Manager .. .. .. : 4; .. Head Clerk .. .. .. : 4; .. 2nd Clerk .. .. .. : 4; .. 3rd Clerk .. .. .. : 4; .. 5 Temporary Clerks .. : 10; .. Secretary and Members of Lower Secondary, Upper Secondary and Technical Examinations (20 Members). : 22; 22 Chief and Assistant Superintendents at the Presidency .. : 12; *Nil.* Tabulators .. .. .. : 17; .. Total .. : 81; 26 The lump demand of 60 blue and 12 red pencils may be approved for reasons stated in column 2.	Same addendum as in column 3.	Sanctioned.
V. Director-General of Telegraphs.	That the statement (enclosed) showing the annual scale (approximate) of supply required for the Madras Telegraph Store Depot be approved and sanctioned.	Add as Appendix E (5) to the Stationery Rules the statement enclosed.	The scale forwarded may be sanctioned	Do. do.	Do.

Financial DEPARTMENT.

File of Currents

157	From the	Supdt. Gun Carriage Facty	No. O/6782,	dated 13 March 1899.
Endt	"	Public Dept		" 15 " "
1199	"	" Chief Engineer & Joint Secy to Govt P.W.D.	" 107,	" 17 " 1899.
1274	"	" Board of Revenue (Land Revenue)	" 905 Mis	" 14 " 1899.
Endt	"	" Revenue Dept	" 1190 "	" 21 " "
1332	"	" Supdt. Govt. Press	, " 1173,	" 24 " 1899.
Endt	"	" Public Dept	, " -	" 28 " "
1333	"	" Director of ~~Public Instruction~~	" 3535,	" 28 " "
Endt	"	" Educational Dept	" 170	" 28 " "
1495	"	" Inam Commissioner	" 473	" 24 " "
1499	"	" Board of Revenue, Land Revenue &c	" 76 Ref.	29 " "
15	"	Do , Sep. Revenue	" 1018 Mis	" 10 " "
1546	"	" Supdt. of Stationery	- 841	" 11 April "
1580	"	" Inspector General of Ordnance	" 6722	" 15 " "
1630	"	" Deputy Adjutant General	" P.A./6414	" 20 " "
1634	"	" Inspector General of Prisons	" 2233	" 13 " "
1637	"	" Supdt. Gun Carriage Factory	" O/436	" 21 " "
1684	"	" " of Stationery	" 924	" 18 " "
1707	"	" Do Do	" 1001	" 26 " "
1742	"	" Board of Revenue (Land Rev	" 119 Ref	" 14 " "
1787	"	" Do Do	" Ref 24	" 25 " "
1788	"	" Do Do	" 123	" 25 " "
1789	"	" Do Do	" 128	" 27 " "
18	"	" Registrar, High Court, Madras	" 709	" 3 May "
203	"	" Supdt. Govt. Museum	" 296	" 24 April "
Endt	"	" Educational Dept	" 233	" 5. 5. 99
1828	"	" Inspector General of Ordn.	" 1929	" 6. " "
1835		" Board of Revenue (Rev Ser. [illegible])	" 2184	" 2. 5. 99
Endt	"	" Revenue Dept	1708	& 5. 5. 99

C. no. 1850.	From the	Supdt of Stationery	No. 1101	d 8. 5
" " 1873.	"	Do Do	No. 1125	d 10. 5
" " 1901.	"	Ins. Genl of Ordnance	" 2335	" 15
" " 1938.	"	Board of Revenue (Land Rev)	" 135	2
" " 1960.	"	Do Do	" 133	2
" " 2037.	"	Supdt of Stationery	" 1301	"
" " 2057.	"	Do Do	" 1326	" 3
" " 2058.	"	Controller of Mily. accounts	" 1399	" 2
" " 2071.	"	Board of Revenue (Rev. Settlmt)	" 2467	" 2
" " 2072.	"	Do Do (Land Rev)	" 156	" 2
" " 2125.	"	Do Do Do	" 160	" 2
" " 2139.	"	Supdt. Gun Carriage Factory	" 1341	" 11
" " 2149.	"	Chief Engineer for Irrigation T.A.P.	[illegible]078	"
" " 2153.	"	Supdt of Stationery	[illegible]226	"
" " 2168.	"	" Madras Survey	" 74/G	" 1
" " 2301	"	Board of Revenue (Sep. Rev)	" 2718	" 4
" " 2370	"	" " (Rev. Settlmt)	" 288[illegible]	" 13
" " 2377	"	Director of Public Instruction	" 663[illegible]	" 1
" " 2532	"	Joint Secy to Govt. P.W.D.		
" " 2565	"	Revenue Dept	" 968	" 13
" " 2564	"	Controller of Mily accounts	" 2368	
" " 2586		~~[illegible]~~		
" " 2666		Revenue department	" 2652	" 18
		Do	R no 1014	" 25
2708		Educational department	No 371	" 31
" " 2759		Deputy Adjutant general	2643	" 5
2827		Inspector Genl of Registration	No 6022	" 8
2863		Revenue department	R no 1069	" 1
" " 2870		Do	Mis 2940	"
" " 2874		Educational Dept	No 411	"
" " 2911		Do	417	" 16
" " 2913		Revenue dept	Mis no 2913	" 11
" " 2931		Educational dept	No 449	" 18
" " 2935		Revenue dept	Mis no 2958	" 12
" " 2967		Do	Mis no 3004	"
" " 2968		Director of Telegraphs	Mis no 3016	
2971				
2956				

t copy sent to Press

eturned for signature.

espatched in print.

arance G.O., No. dated

189

Number No.

References to G. No.

Order of Government

Letter of Government.

Statement with dates.

N.B.—

A = Print in full.

B = Not to be printed.

P = Print abstract only.

Q = Print heading only.