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S. (1. 33-27-00,000-17-11-28)
E and P. H. (1949.) Department.

Ms. SERIES.

G.O. NO. 898 Edm.

Dated 29. 3. 49.

[Despatch Abstract.]

Madras Record Office - Despatch of records
from Chittoor to Madras on requisition -
Curator's proposals - Approved.

Back Papers

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

Further Papers.

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

No.380-A/49-1.

Madras Record Office,
Chittoor, 16th February 1949.

From

Dr. B.S.Baliga, Ph.D.(Lond.),
Curator, Madras Record Office, CHITTOOR.

To

The Secretary to Government,
Education & Public Health Department,
Fort St. George, M A D R A S.



Sub:- Records - Despatch to and from Madras -
Arrangements - Proposals.

In G.O.No. 1133, Education, dated 10th August 1942, the Government first sanctioned the present system of employing messengers for conveying records from this office at Chittoor to Madras and vice versa and in G.O.No. 1721, Education, dated 30th November 1942 they ordered the continuance of the system so long as the records remain at Chittoor, or until further orders. Under this system one quarterly season ticket from Chittoor to Madras is being purchased for the use of the messengers of this office and, as this ticket has hitherto been issued by the railway authorities as a special case in the name of 'one messenger' of this office instead of in the name of any particular messenger, it has been used by the several peons who are employed by turns for carrying the tappals. Now, however, the railway authorities have informed me that this system of issuing season tickets by designation will be withdrawn and that the season tickets will henceforth be issued in all cases only to individuals by name under the same conditions as are applicable to the public. I enclose herewith a copy of the special circular issued in this connection by the District Transportation Superintendent, Traffic (Pakala) M.& S.M. Railway. It will be seen from it that the concession hitherto enjoyed in this matter by the various Departments is being withdrawn by the Railway Administration as a general measure and that no exception is likely to be made in the case of this office. If, therefore, more than one person has to be employed hereafter as messenger, more than one season ticket will have to be purchased. As this is likely to increase the expenditure involved in the messenger system it seems to be desirable to consider what can be done for the despatch of records from Chittoor to Madras and vice versa. The following three courses are open to consideration:

(i) Sending the records to Madras by railway parcel and receiving them at Chittoor by the same method.

(ii) Purchasing two quarterly season tickets (instead of one as at present) in the names of two peons who may be employed as messengers.

(iii) Purchasing daily tickets instead of quarterly season tickets.

2. The expenditure likely to be incurred by adopting the first course will be about Rs.1,800/- per annum. This expenditure has been calculated as follows:

Railway parcel charges (at about Rs.100/- per mensem)	Rs.1,200-0-0
Packing and conveyance charges at Chittoor and at Madras (at about Rs.50/- per mensem)	600-0-0
	Rs.1,800-0-0

If this course is adopted, it will not be necessary to employ any longer the two messengers sanctioned in G.O.No.1133, Education, dated 10th August 1942 and the expenditure incurred at present on account of their pay, dearness allowance and travelling allowance amounting to about Rs.1,930 per annum can be saved.

3. The expenditure likely to be incurred, if the second course is adopted, will be about Rs.3,700 per annum. This expenditure has been calculated as follows:

Cost of two quarterly season tickets at Rs.161-4-0 x 2 x 4 (for four quarters) ...	Rs.1,290-0-0
<u>Cost of establishment:</u>	
2 Peons - Pay and Dearness Allowance and house rent allowance at Rs.76 per mensem ...	912-0-0
Travelling Allowance (at about Rs.85 x 12) ...	1,020-0-0
Extra expenditure on Railway freight charges for carrying additional luggage (records) (at about Rs.25 x 12) ...	300-0-0
Extra expenditure likely to be incurred on occasional daily tickets when the season tickets cannot be used owing to the absence of any of the messengers on casual leave or other leave ...	140-0-0
	Rs. 3,662-0-0 or roundly 3,700-0-0

4. The expenditure likely to be incurred by adopting the third course will also be about Rs.3,700 per annum. This expenditure has been calculated as follows:

Cost of daily tickets (at Rs.121-14-0 per mensem) Rs.1,462-8-0	
<u>Cost of establishment:</u>	
Pay, dearness allowance and house rent allowance of messengers at Rs.76 x 12 ...	912-0-0
Travelling Allowance of messengers at Rs.85 x 12 ..	1,020-0-0
Extra expenses for carrying additional luggage likely to be incurred at about Rs.25 x 12 ..	300-0-0
	Rs. 3,694-8-0 or roundly 3,700-0-0

5. Of the three courses mentioned above, the first, it will be seen, involves the least expenditure, but it is not advisable to adopt it for the following reasons. Firstly, when the records are to be sent by railway parcel, they have to be packed carefully and securely before they are taken to the railway station for booking and the parcels have to be booked before 5 P.M. every day and the Railway receipt posted immediately. On days when the number of requisitions for records is large and a considerable number of records have to be furnished it will not be possible to pack them and send the parcels to the railway station in time for booking. Only such of the records as can be collected by about 4 P.M. can be sent on the day on which the requisitions are received. The remaining records can be sent only on the following day. And, as the papers required for requisitions which involve a search, are generally traced and collected only late in the evening, they cannot be sent on the same day, however urgently they might be required. Besides, under this system, it will not be possible to furnish the records called for by telegraphic requisitions, when such telegrams are received after 4 or 4-30 P.M. At present telegraphic requisitions received up to about 8 or 8-30 P.M. are attended to, because the train by which the messenger goes to

Madras

Madras leaves Chittoor only at 9 P.M. It may be stated here that a fairly large number of telegraphic requisitions are received by this office every year and that most of these are received late in the evening. Further, after the records arrive in Madras, considerable time is likely to be lost in waiting for the railway receipt from the post office and then sending a person to the Central Station to take delivery of the parcel and afterwards distributing the records to the several departments with the result that the Departments are likely to get the records only late in the day. Secondly, if the records are to be sent by railway parcel, they are open to the risk of damage or loss in transit. I invite the attention of the Government in this connection to my letter No. 618-E/42-2 dated 8th July 1942 disposed of in G.O.No. 1133, Education, dated 10th August 1942 in which I have explained the advantages of employing messengers for carrying records.

6. Taking next the method of purchasing two season tickets and employing two messengers, if two quarterly season tickets are to be purchased in the names of two peons, those two persons alone can be employed for the purpose of taking and bringing back the records and no one else can be employed even in an emergency. If one of the two falls sick or is absent for any other reason, only one will be left to go as messenger and he will have to be employed on successive days which is not possible, because in that case he will have to start back again for Madras shortly after he arrives at Chittoor. And this he cannot do because he will be sleepy and unfit for duty after his first journey. Another person will have to be sent with a daily ticket. Further if it so happens that both of them are absent at any time for any reason it will become necessary to purchase daily tickets for the two persons who will have to be sent.

-4-

7. If the third course, viz., that of purchasing daily tickets, is adopted the difficulties mentioned above will be eliminated, since, by purchasing daily tickets, any peon can be employed for taking the records to Madras and bringing them back from Madras. It is as safe and advantageous as the present system under which the records have been sent with great expedition and regularity for more than six years. Seeing that there is practically no difference between the system of purchasing two season tickets and purchasing daily tickets and seeing that the system of purchasing daily tickets is very advantageous, I submit that this system may hereafter be adopted.

8. The present quarterly season ticket is valid only up to 28th February 1949 and it is necessary to adopt one of the three arrangements suggested above from 1st March 1949. I, therefore, request that the Government may kindly pass orders at an early date upon this letter. Pending the receipt of the orders of the Government I propose to purchase daily tickets for the peons employed as messengers. I could not make this reference earlier as I received intimation from the Railway authorities only on the 4th instant.

Yours faithfully,

Encl: 1

BR.

16/2/49

1/2
M. Madhava
CURATOR
16-2-1949

6

-2-

4. Please note and notify the staff concerned and acknowledge.

(Sd.) xxxxxxxx

Dist. Trans. Supdt. Traffic.

/ True Copy /

M. Madhava
ASSISTANT CURATOR.
16-2-1949.

16/2/49

SPECIAL CIRCULAR.

No. CG.140/49.

M. & S. M. RAILWAY.

URGENT.

All Sms. & C.C. Pakala District.
Copy T/P.K.

Ref:- Issue of Season tickets by designation or in the name of more than one person.

It has been decided that the practice of issuing season tickets by designation or in the name of more than one person in the case of employees of the Postal, Police and other Departments of Government or business firms must be withdrawn.

2. Consequently, the existing practice over this Railway of issuing season tickets by designation to employees of the Postal Department is cancelled and withdrawn with immediate effect.

3. Season tickets must henceforth be issued in all cases to individuals by name and at the same fare and under the same conditions as are applicable to the public. No exceptions are permissible.

4.

Office of the District Trans
Supdt. of Traffic,
Pakala, 21/28 -1-1949.

E.P.H.(G.2)

Sub: Madras Record Office - Despatch of records from Chittoor to Madras on requisition - Curator's Proposal - Approved.

pp1-4 of Ref: From the Curator, M.R.O. Chittoor No. 380-A/49-1 dated 16-2-49

Ly O.Ms.

898

Education. dated 29. 3 - 1949

In the circumstances reported by the Curator, M.R.O. the Govt approve the proposal of the Curator, contained in para 4 of his letter cited above, for the purchase of the system of employing messengers for despatch of records to and from M.R.O. Chittoor and purchasing daily tickets instead of quarterly season tickets, for the messengers of the Madras Record Office, Chittoor, for carrying records to and from Madras.

To
The Curator,
M.R.O.

1 spare copy.

81.

24/3/49 1/5 to 1 from Madras

24/3/49

25/3/49

W. J. M.

84124(12)
CRO 12174, From the Curator, M.R.O. Chittor, No. 340-
49. A- 49- B/ 16.2.49

6
Subject :- Records - Despatch from
Chittor on Requisitions from Madras.

W/15-16 Under the orders in G.O. No. 1133 Edn
dated the 10th August 1942 the Records
Requisitioned for by the Secretariat and
other offices in the Madras City are at
present sent through a special
messenger from Chittor. The Curator,
M.R.O. was permitted to employ two peons
on Rs 12 each per mensem in the M.R.O.
for this purpose. He was permitted to
purchase a quarterly Railway season
ticket for the use of the peons tra-
velling to and fro.

W/15
2 In view of the M.S.M. Ry ad-
ministration Circular a copy of which is
on pages 5-6 of the season ticket
which has been purchased will be
only in the name of the individual
and cannot be, as hitherto, for a
"messenger" without name. As
explained by the Curator, that Cir-
cular involves the purchase of two
season tickets between Chittor and
Madras in the names of two of the
peons of the M.R.O. The Curator
has given figures of the expenditure
likely to be incurred by the adoption of
three

para 1 on
p 1 of.

Three Courses mentioned by him. They are

(i) Despatch of records by Railway parcel } Rs 1800

(ii) Purchase of two quarterly season tickets } Rs 3700

(iii) Purchase of daily tickets } Rs 3700.

In paras 5 of his letter, the Curator has given reasons to show that the first of the above alternatives will not be advantageous through its adoption involves the least cost - His views in that para may be accepted -

3 In paras 6 and 7 of his letter the Curator discusses the relative advantages of Courses (ii) & (iii) both of which will cost Rs 3700/- for the reasons given by him. His suggestion for the purchase of daily tickets for the persons may be accepted -

But

4 In this connection it may be submitted that the question of bringing back the M.R.O. to Madras has been under consideration for some time - The Honble the Premier has intimated that that office should be urgently transferred to Madras - The Honble

The Minister for F.D. has also expressed a similar view after a visit to the M.R.O. The transfer has not so far materialized as it has not been possible so far to make the M.R.O. at Madras ready for occupation by finding alternative accommodation for the offices now occupying the M.R.O. buildings at Egmore - The Collector of Madras has been making a search for this alternative accommodation for those offices - The file on the subject has gone to Public & P.W.D.

5. Public & P.W.D. may see the case for remarks -

EXP. H. U. O. No 12174G2/4-1
15-3-49.



Public (General-C) Department.
Please see the E. & P.H. note on pp. 1-3 above.

With reference to ^{para 4} above it may be submitted that the Collector of Madras has stated that in view of the great scarcity of buildings suitable for offices it has not been possible to secure any alternative accommodation ~~for~~ for any of the offices located in the M.R.O. buildings, Egmore, and that steps are being taken to provide alternative suitable accommodation

In connection with the P.W.D.'s proposal to divide the building 'Brodie Castle', Adyar to make it suitable as residence for two Govt. officers, H.M. (F.D.) minutes that the proposal ^{might} be dropped and that the offices now located in the M.R.O. buildings, Egmore ~~may~~ might

be shifted to 'Brodie Castle' ~~xx~~ so that the M.R.O., Chittoor may be shifted back to its buildings at Egmore. The connected files have been sent to P.W.D. with this department's U.O.

No. 775/49-1, dated 11.3.49.

This may be passed on to P.W.

16/3/49

17-3-49

PWD

P.W.D(C)

In this dept's file regarding the allotment of 'Brodie Castle' Adyar, there are many proposals regarding its allotment; and one of the proposals is that it should be utilised for accommodating either the M.R.O Chittoor or the offices now housed in the M.R.O Buildings Egmore. No final decision has been arrived at in that file. It has been sent to the E.P.H and Dev Depts with this Dept's U.O No. 505/49-6 dated 15-3-49.

2. This file may be passed on to Finance.

18-3-49

18-3-49

Fin

Fin (E.P.)

Please see the notes of on pages 1-4 above. In the circumstances stated, this dept. may agree to the continuance of the system of employing messengers for dispatch of records to and from M.R.O, Chittoor and purchasing daily tickets, instead of quarterly seasonal tickets.

The additional cost involved on account of the Railway Dept's decision not to issue season tickets for the "messengers" is the difference between the cost of one season tickets which was hitherto being purchased, and the cost of daily tickets for the messengers; this works out to about Rs 817-80 p.a.

16-3-49

CSK

AGS



File (Gen. C) dept
No. 877/49-1
17-3-49



P.W.D U.O No.
2248/49-1
19-3-49

161.4 x 4 one
645.0 in season
1462.8 daily
817.8 daily
28 MAR 1949

Fin. h. 817
14702 EX

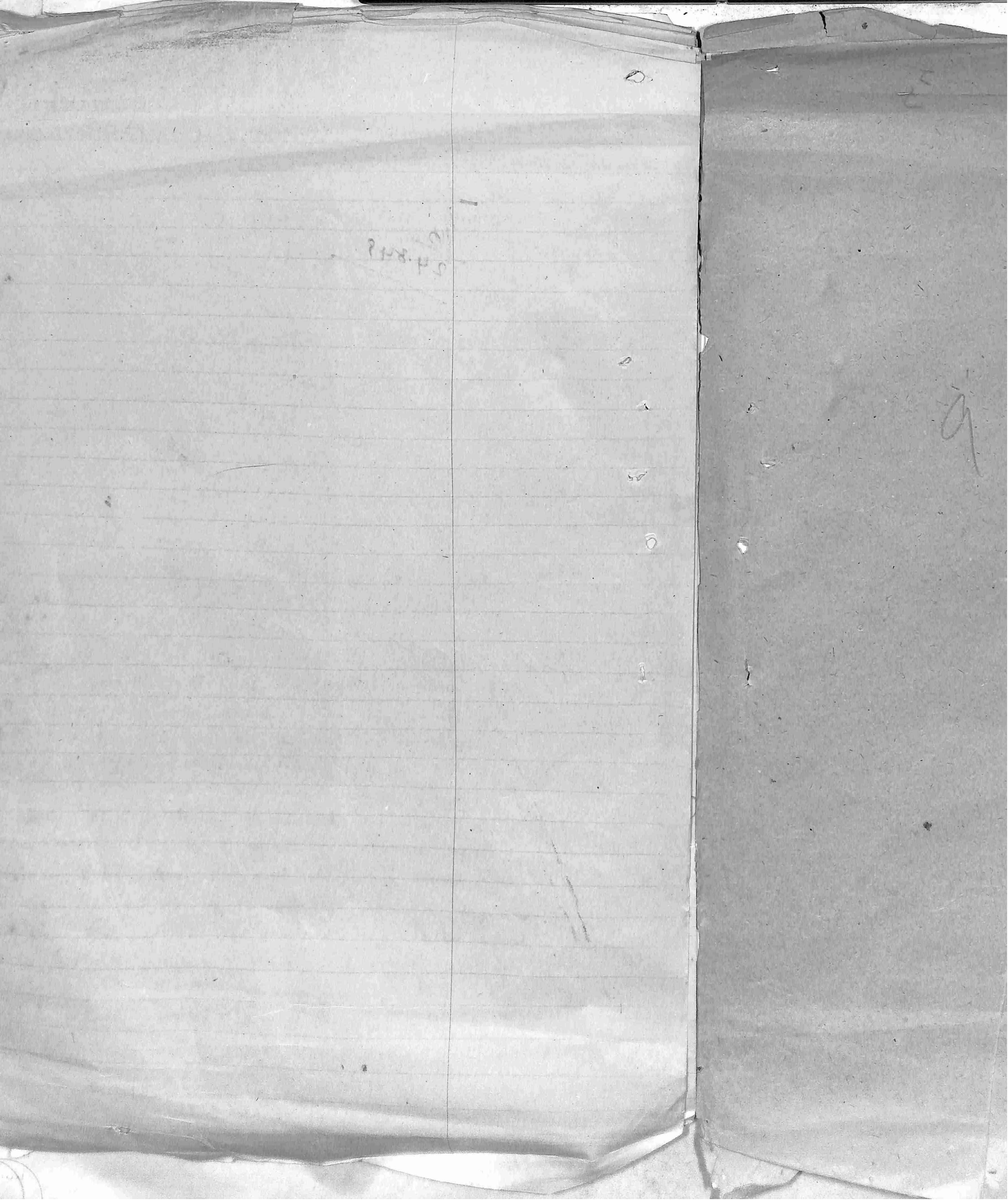
The notes from the middle of page 3 ante may be perused. A draft order is submitted for approval.

24/3/49

25/3/49

24.849

14/5



P. 118. 45

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