M.R.O. 1—22,400—23-11-30.

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No. 613 Press Mis.

Dated 16 9 1858

173-No. 3-16-5-7

Not to be folded or roughly handled

No. 5. Extract from the Proceedings of the Board of Revenue, dated 30th August 1858, No. 3307.

Read letter from B. CUNLIFF, Esq., Collector of Madras; to J. D. SIM, Esq., Secretary to the Board of Revenue, dated 11th August 1858, No. 132.

Sir,

1. I have the honor to acknowledge the receipt of Board's Proceedings, No. 2600, 13th July 1858, forwarding Extract Minutes of Consultation, No. 422, on the inquiry of Messrs. Harrison and Brooks into the system of account in the Collectorate of South Arcot.

2. The proceedings of these Gentlemen with reference to this Office as reviewed in Extract Minutes of Consultation, No. 360, 31st May 1858, were forwarded to me direct from Government.

3. It is proposed to dispense with the services of the 6th Clerk in the English Department, to turn the 5th into a general Copyist, and to abolish the situation of the Head Writer in the Correspondence Department.

4. Against the first arrangement I have nothing to say, and the 6th Clerk will be discontinued, against the second but little, but against the third I strongly protest.

5. In the Moyenzahitah submitted to the above named Gentlemen, the head of the Correspondence Department was entered as "Head Writer" only, and thus they were uninformed of his other and more important functions of "English Record Keeper."

6. He succeeded Mr. Wilson as Head Writer and Record Keeper, whose allowances of Rupees 210 monthly at my recommendation, were distributed over other newly created situations, inclusive of that of the present incumbent on a salary of 70 Rupees monthly. It was desirable that he should remain some time at his post in order to read up and become acquainted with the records, and I could not long have retained a man of intelligence under less emolument.

To Board, 13th September 1856.
From Board 19th April 1858, No. 1376.

7. As Head Writer his duties are trifling, and the situation, if it had been confined to such, would have been properly abolished, but that of the Record Keeper is, in a word, indispensable, and would, I am sure, have been retained by the Commissioners had they been aware of the real nature of the Office.

8. It is to be regretted, I think, that they did not discuss with the Head of the Office the modification they supposed practicable, for, in this instance, their mistake would have been on the instant rectified, and in general they would be possessed with the Collector's objections, if any, to their proposals.

9. The new system of account has been enforced for two months, and in my opinion the work has not materially diminished.

10. The only changes are in the Statements submitted to the Accountant General, and we have now 17 against 19 previously, though the Treasury Account being now printed is *protanto* a relief.

11. With respect to the future proposed duties of the 5th Assistant Accountant, I have to state that I do not require him in the Correspondence Department, that being strong enough. It is however worth consideration whether when the work has been so rigidly portioned out, it is not necessary to retain him to take the place of any hand absent through sickness or any other cause.

12. I may here remark that in Extract Minutes of Consultation, 24th June 1858, No. 869, upon the enquiry in North Arcot I find a "Postage Label Gomastah on the Contingent List" attached to the Cash Department.

13. The Commissioners have apparently continued the appointment, as there is a Gomastah on the same pay in the proposed scale, and of its necessity I wish to express no doubt.

From Government, 28th July 1856.

14. A similar Office was however denied to me by the Government of India though recommended by the Board and this Government.

15. The Postage Labels Sales in North Arcot in 1857-58, amounted to 8,683 Rupees, about the sum realized in two months' sales here, and now that pre-postage on letters to Europe is imperative, it is reckoned that our sales will reach 6,000 Rupees monthly. Some help to the Cashkeeper has been found so pressing, that I have been compelled to place under him a Gomastah from the Sheristah Department.

Enclosure from Madras 11th, in Con. 30th August 1858, Fin. Com.
In Con. 13th July 1858.

Resolved that the above letter be laid before Government with reference to Extract Minutes of Consultation, 31st May last, No. 360, and 23rd June last, No. 422, Financial Department.

2. Mr. Cunliffe remonstrates against the discontinuance of the office of Head Writer in his establishment, which has been recommended by Messrs. Breeks and Harrison under a misapprehension of the duties attached to it.

3. Mr. Cunliffe's office originally included a "Head Writer and Record-keeper" on Rupees 210 per mensem. In order however to strengthen, the Abkary and Quit-rent establishments this highly paid situation was dispensed with, and in lieu a Head Writer and *Native* Record-keeper on Rupees 70 and 35 respectively, were entertained, the balance being employed to meet increased charges in other departments.

Board's Pro. 30th October 1857.
E. M. C. 20th in Con. 23rd January 1858, No. 79, R. D.
E. M. C. 1st in Con. 20th April 1858, No. 436, R. D.

4. Messrs. Breeks and Harrison did not confer with the Collector on the subject of the intended recommendations, and misled by the appellation "Head Writer," suggested the abolition of the office.

5. Mr. Cunliffe however explains that the Head Writer's most important and onerous duties are those of Head Record-keeper, and declares that it is impossible to dispense with him.

6. It will be seen by reference to the Civil Auditor's book of establishments, that until the recent arrangement (referred to in para: 3 of these Proceedings) was effected, the Head Writer on Rupees 210 was the sole Record-keeper of the office. These duties consequently devolved on his successor, who, however, was relieved of the charge of vernacular papers by the new appointment of a separate Native Record-keeper.

7. The Board concur with Mr. Cunliffe that the arrangement proposed by Messrs. Breeks and Harrison, as regards this situation, cannot be carried out. An English Record-keeper is essential in an office like that the Collector of Madras, and the Board doubt whether a competent, trustworthy person could be procured and induced to remain in the appointment for less than Rupees 70 per mensem.

8. As regards the appointment of the sixth Clerk in the English Department, Mr. Cunliffe concurs with Messrs. Breeks and Harrison that it may be dispensed with.

9. The other clerk, whom those gentlemen proposed to leave in the English Department as a general copyist, is not required in that branch; but Mr. Cunliffe thinks it worthy of consideration whether when the work is so rigidly apportioned, an additional hand should not be allowed to take the place of any writer absent on leave or from any other cause.

10. The retention of the Head Writer and of the Clerk referred to in the preceding para: will reduce the saving, by the introduction of the new system of account, to Rupees 14 per mensem. It will be seen however that Mr. Cunliffe is of opinion after two months' experience of he new system that it has not materially diminished labour.

Fort Saint George, Financial Consultation, 21st September 1858.

11. In the concluding part of his letter, Mr. Cunliffe complains of no assistance being allowed to his Cash-keeper in the Postal Department, although the sale of Labels is very large. Mr. Cunliffe should apply to the Post Master General, and if his remonstrance is not attended to, address Government, as the Board have no authority in the matter.

(A true Extract.)

(Signed) J. D. SIM,
Secretary.

No. 6. ORDER THEREON, No. 613; dated 16th September 1858.

Under the circumstances explained in the first seven paras: of the Board's Proceedings, the Governor in Council is of opinion that the appointment of "*English* Record-keeper" must clearly be indispensable in any Office of so much correspondence as that of the Madras Collectorate. It must therefore be continued, and the person holding it designated as such in the List of Establishment, and not as "Head Writer" which appellation appears to have misled Messrs. Breeks and Harrison in suggesting the abolition of the Office.

2. As regards the Clerk on Rupees 17-8-0 a month, whom these Gentlemen proposed to leave in the English Department as a general copyist, the Government consider the reasons advanced for his retention to be insufficient and accordingly direct that he be dispensed with. They must remark that provision should be made for the performance of the duty of absentees out of the regular Establishment, or by the employment of substitutes remunerated by stoppages made under the authorised Rules. Spare hands cannot be kept for the purpose.

3. Under the arrangements as above sanctioned, the saving will be

5th Clerk or general Copyist,	Rupees	17-8-0
6th do.	„	14-0-0
Total	Rupees	31-8-0

or Rupees 52-8-0 less than the sum* reckoned on by Messrs. Harrison and Breeks, in their report of the 18th May last.

* *Head Writer*.....	*Rupees*	70-0-0
6th Clerk.....	„	14-0-0
Total Rupees		84-0-0

(Signed) T. PYCROFT,
Chief Secretary.

Exd J. A. Wilson

Extract from the Minutes of Council
held on the 16th September 1858.

Present the Worshipful the Mayor
Alderman Hill
Alderman Bowden
Councillors Bird, Hall, Hooper, Hill,
Hall, Hooper, Hill, Hooper, Hill,
Hooper, Hill, Hooper, Hill, Hooper,
Hooper, Hill, Hooper, Hill, Hooper,
Hooper, Hill, Hooper, Hill, Hooper

appellation appears to have prevailed the Postmasters Brooks and Harrison in suggesting the abolition of the Office.

1. Resolved that the Clerk on Rs. 1728 a month whom Mr. Gantlemore succeeded be transferred to the Registered Department as General Copyist, the Committee recommend for his Salary at the rate of Rs. 90 per mensem with Copyist Allowance, which should be made for the performance of the duty of alterations out of the Regular Establishment, or by the employment of Salaried Assistants Commenced by the Postmasters made under the authorized Rules. Spare hands cannot be kept for the purpose.

Under the arrangements now about to be introduced, the services of the Clerk on Rs. 1728 will be dispensed with, the remaining duties being performed by the Clerk on Rs. 528 and the Head Writer on Rs. 90 who will be transferred on the Establishment of Postmasters Brooks and Harrison in the Postmaster's Department.

× Head Writer — Rs. 90
5th Clerk — " 18
Total Rs. 828

5th Clerk on general Register Rs. 172.8
5th do — " 18
Total Rs. 918
or Rs. 528 — less than the Salary assumed on by Postmasters Harrison & Brooks in their Report of the 18th August

To the Board of Revenue.
" Mr. Brooke Esqr.
" Asst. General
" Civil Auditor.
" Revenue Department
" Collector of Customs

Disposed 20th

Fin. Letter Engd 30th Oct. No 22 of 1858

Para 2.

By Tres Bus 2 Ldn
Financial 1858 Sept 30

No 613

Encl Mint of Bond.

8/16 September 58

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