

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No.

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Not to be folded or roughly handled

Fort Saint George, Financial Consultation, 1st February 1859.

No. 8. From C. HUGH LUSHINGTON, Esq., Secretary to the Government of India; to the Acting Secretary to the Government of Fort Saint George, dated Fort William, the 31st December 1858, No. 7807.

SIR,

I am directed to acknowledge the receipt of your letter, No. 738, dated the 10th Ultimo, and its annexures, from which it appears that the Government of Madras object to the duties of the Stamps and Stationery Offices at Madras being placed in the hands of the Collector there.

2nd. In reply, I am desired to state that although in some respects the plan of placing the Stamps and Stationery in the charge of the Collector of Madras, affording him at the same time efficient assistance expressly for those Departments, seems to the President in Council to have some advantage over the other; yet as the Right Honorable the Governor of Fort Saint George in Council is of opinion that it would be advisable to place the duties of the Offices in question in the hands of a separate Officer, the President in Council has recommended this measure to the Right Honorable the Secretary of State for India.

3rd. It will not be necessary, His Honor in Council thinks, to allow nearly so high a salary for the Officer who may be appointed for these duties at Madras as is paid in Bengal.

*No. 2276, dated 3rd December 1858.

(a) 42,73,766.

(b) 10,80,000.

From the accompanying copy of a letter* from the Secretary to the Government of Bengal and its enclosure, it

will be seen that the issues of Stamps at Madras(a)

amount to only one-fourth of the issues in Bengal.(b)

Judging from this His Honor in Council has informed

the Right Honorable the Secretary of State that, in the

opinion of this Government, 750 Rupees per mensem, or half the amount allowed in Bengal, should be sufficient for the Officer who may be appointed at Madras.

From A. R. YOUNG, Esq., Secretary to the Government of Bengal; to the Secretary to the Government of India, Financial Department, Fort William, the 3rd December 1858, No. 2276.

SIR,

General.

With reference to your letters, Nos. 3228 and 6694, dated respectively the 14th June last and 1st Instant, I am directed by the Lieutenant

* No. 844, dated the 19th November 1858. Governor to transmit herewith a copy of a communication* from the Junior Secretary to the Board of Revenue, and of its enclosures, reporting on the labors and responsibilities which devolve on the Superintendent of Stamps and Stationery in each of those Departments respectively.

2. I am desired to observe with reference to 3rd paragraph of Mr. Lushington's letter that a further report respecting the proposed Audit Department has been called for, and will, when received, be submitted for the orders of the Government of India.

From E. H. LUSHINGTON, Esq., Junior Secretary to the Board of Revenue; to the Secretary to the Government of Bengal,—(No. 844, dated the 19th November 1858.)

SIR,

I am directed to acknowledge the receipt of your letter, No. 1175, dated the 25th June last, with its enclosure, from the Secretary to the Government of India, Financial Department,

Superintendent of Stamps to Board, dated 9th August 1858, No. 1740.

Superintendent of Stationery to Board, dated 6th August 1858, No. 565.

and in conformity with the request contained therein, to forward herewith, in original, two separate communications as per margin, received from the Superintendent of Stamps and Stationery, in which are described the labours and responsibilities devolving on him in each of those Departments, respectively.

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2. In submitting these letters I am desired to remark that since the date of Mr. Crawford's communication further responsibilities have been imposed on him by the Board in requiring him to check the expenditure of Stationery, not merely as heretofore, but in some measure by the work performed by the indenting Officers, who have been desired to submit with their indents Memoranda of the number of letters written by them.

3. The Board would take this opportunity of noticing that the Superintendent of the Office is the sole Auditor of the amount of Stationery expended. This want of a full and complete supervision on the part of the Board has already been pressed upon their attention in your letter, No. 1069, dated 7th May, and they would suggest that His Honor's wishes would be greatly promoted in this respect if a final audit has henceforth to be required from them. With the limited Audit Establishment at their disposal nominally retained for the Custom House, but also employed in checking the contingent charges of other Subordinate Offices it would be impossible for them at once to undertake these additional duties, but they are prepared to recommend such assistance as may appear necessary should the Government agree with them in regarding the institution of such a check as likely to lead to a more economical and careful expenditure of the Government Stores.

4. The Board would add in conclusion that the Superintendent as purchaser of a large amount of Stores has great opportunities of economizing expenditure, each succeeding year he remains in charge would add to his facilities in this respect, and they therefore urge that if possible he should be retained in his Office by an increase of Salary equal to that of his co-temporaries.

P. S.—The return of the enclosures is solicited when no longer required.

From J. A. CRAWFORD, Esq., Superintendent of Stamps; to the Junior Secretary to the Board of Revenue,—(No. 1740, dated the 9th August 1858.)

SIR,

In obedience to the order of the Board, received under your Docket, No. 485, dated 1st July 1858, I have the honor to report that the labours and responsibilities connected with the Stamps Office, under my charge, are as follows:

2. Attached to this Department is a large Store of Judicial and postage, also of Electric Telegraph Stamps, of which I have joint keys with a Tehvildar, opening and closing the same, personally, daily. The average value of Calcutta and Mofussil Judicial Stamps in Store is... Rupees 17,00,000-0-0
Postage Stamps ... 50,00,000-0-0
Electric Telegraph ... 1,291-12-0.

The Government hold a deposit of Rupees 60,000 from the above Tehvildar, for the charge of the above Stamps.

3. The above Stamp papers are stamped daily, in a Machine Department, under my charge, after which, they are kept in a single Stamp Store. From this Store, despatches with challans are made daily to the General Treasury, to be counterstamped.

4. From the above Store of double or Judicial Stamps, indents from all the Revenue Treasuries of Calcutta, Bengal, North Western Provinces, Punjab, Oude, Nagpore, &c., are supplied. The number of indents received the last year was 242, and the amount issued Rupees 32,11,322-10-0.

Receipts in Duplicate, detailing the value and number of Stamps supplied, are prepared and sent to all indenting Officers. Their number last year was 295.

5. Monthly Returns of receipts and issues of Stamps are furnished by the above Treasuries, and examined and checked in this Office.

6. The following Accounts are prepared and furnished to the Bengal Accountant:—
Separate monthly accounts of the issues of Judicial Stamps to all Officers in charge of Stamp Revenue, under this Presidency.

Quarterly Statements of the sales of Stamps in the Lower Provinces, North Western Provinces, Punjab, Trans-Indus Territory, Nagpore, Oude, and of charges in the Department of Calcutta Stamps.

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Quarterly Comparative Statement showing the increase and decrease in the sale of Stamps, throughout the Provinces.

Half-yearly Statements of receipts and issues of Judicial and Calcutta Stamps.

Annual Statement of the total quantity of Stamps sold throughout the Provinces.

Annual Comparative Statements exhibiting the increase and decrease in the sale of Stamps.

Annual Statement of the proportion of the receipts and payments at the General Treasury on account of this Office, adjustable to the North Western Provinces, Gwalior, Ceded Districts, Cis and Trans Sutlej Territory, also annual Statement of the proportion of the cost of water-marked paper adjustable to the above.

Quarterly Statement of quantity and value of Stamps issued to the Officers of the Hyderabad Assigned Districts are furnished to the Accountant General to the Government of India.

7. A Ledger is kept of Stamps received and sold at each Zillah, and the following books are also kept:—

No. 1 Account of water-marked papers.

„ 2 Ditto of Receipts and issues of single Stamps.

„ 3 Ditto ditto double Stamps.

„ 4 Ditto different sizes of Stamp paper issued monthly.

„ 5 Ditto sales of Stamps at each Station,

Register of Accounts and Receipts received from Revenue Officers.

8. From the Store of Postage Stamps, indents are supplied to all Revenue Treasuries. The amount supplied the last year was Rupees 10,62,442-8-0. Advices and Receipts in duplicate (539 in number the last year) are prepared and sent with the above supplies.

Monthly Returns and issues of Postage Stamps are received from the above Treasuries and examined and checked.

The following Return of Postage Stamps is furnished by this Office to the Bengal Accountant.

Monthly Account of Receipts and Issues.

Ditto ditto in detail is recorded in the Office.

Monthly Abstract Statement of ditto for the Director-General of the Post Office in India.

Quarterly Statement of sales throughout the Provinces for ditto.

Monthly Statement of Postage Stamps issued to Madras.

Ditto ditto to Bombay.

Ditto ditto to Political Treasury } To Accountant General, Government of India.
Ditto ditto Resident Councillors }

Ditto ditto Pegue, Tenasserim and Martaban Provinces, ditto.

Quarterly Statement of issues of Postage Stamps to North Western Provinces and Punjab.

9. The Tehvildar of Stamps has a Deputy and an Establishment of fourteen Assistants under him, for the receipt, custody, and issue of Judicial and Postage Stamps. Their duties are to keep accounts of receipts and issues of Judicial Stamps in Bengalee, enter indents in a book in Bengalee, fill up the Bengalee portion of challans that accompany despatches of Stamps and enter them in a Bengalee Challan Book. Keep the Stamp Store Account in Bengalee, examine, count and arrange Stamp paper in the Store Godown and attend to their packing for despatch; also ship cases of Stamps, when despatched by Steamers or sailing Vessels.

Examine and count Stamp papers when returned counterstamped from the General Treasury, of which the daily average is 20,000, to supply Calcutta Stamps on indent, and enter these indents in a book in Bengalee; to accompany papers and documents, belonging to private individuals, sent to the General Treasury, for the purpose of being counterstamped and deliver them back.

10. The single Stamp Store, above referred to, is in charge of the second Assistant of this Office, with an Establishment of twelve Sircars, whose duties are to keep the single Stamp Store Accounts in Bengalee and write the daily challans of single Stamps to the General Treasury counterstamp Office; to count and arrange the single Stamp paper in the Store: to attend

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the delivery of the daily despatches of single Stamp paper to the General Treasury counterstamp Office. The unopened cases of water-marked paper in this Store are in charge of this Department.

11. Deeds and Documents in the Vernacular languages are forwarded to this Office, to be stamped under the provisions of Section XIV., Regulation X of 1829. They are examined with the assistance of a Moonshee and Stamps apportioned thereon, after which they are transferred to the General Treasury with challans to be counterstamped and then returned.

Registers of these Deeds and Documents are kept and the number disposed of in 1857-58 was 1327. Annual Statements of them are forwarded to the Board.

12. Parties send their own material to be stamped under provision of Section XI., Regulation X of 1829, and Section XI., Regulation XII of 1826, and have their papers duly stamped in this Office, and counterstamped at the General Treasury, and then authenticated. The number of these documents disposed of during 1857-58 was 1555.

13. Plaint papers are sent to this Office for verification. They are examined, and when found genuine, are authenticated and returned. Their number the last year was 994.

14. The correspondence connected with the above duties of this Office the last year was as follows:—

Letters received...	993
Letters sent	2441.

15. The Establishment at present discharging the duties above detailed, and their aggregate monthly cost is Rupees 2,310-2-5, in the following proportions:—

Judicial and Postage Stamp Department, 14 Assistants...	Rupees 929-2-5
Double Stamp and Postage Stamp Store, 25	635-0-0
Single Stamp Store, 12	154-0-0.

16. The Machine Department, containing two Presses and the necessary plates and dies for Stamps, is in charge of an European Engineer, with twenty-eight workmen, at a monthly cost of Rupees 482.

17. The Menial Establishment of the Office number 20, at a monthly expence of Rupees 110.

18. The Contingent expenses of this Office, during the year 1857-58, amounted to Rupees 6,157-8-6.

19. In conclusion I have to remark, that the business of this Office was less last year than usual, on account of the disturbed state of the country.

From J. A. CRAWFORD, Esq., Superintendent of Stationery, to the Junior Secretary to the Board of Revenue,—(No. 565, dated the 6th August 1858.)

Sir,

In obedience to the order of the Board, received under your Docket, No. 486, dated 1st Ultimo, I have the honor to report, that the labors and responsibilities connected with the Office of Superintendent of Stationery, are as follows:

2. Attached to this Department is a large Store of Stationery, principally imported from England, of which the average value is Rupees 3,44,065-3-3.

3. From the above, Store Indents from all Civil and Military Offices, under this Presidency, are supplied. These Indents are checked according to certain scales, conformably to which the supplies are made. The number of Indents received during the year 1857-58 was 1,562.

4. With the above supplies advices and receipts are forwarded, exhibiting in detail all the articles indented for, and office copies of both are kept.

5. The following accounts are prepared in this Office and furnished to the Bengal Accountant:—

A monthly account of receipts and issues of Stationery exhibiting transactions in 190 different descriptions of articles.

An annual statement of every article of Stationery, whether imported from England, or purchased in the country, with the total and average cost of each.

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A monthly credit is allowed me to purchase Stationery, as required, and monthly Bills for such purchases, after audit by the Board of Revenue, are entered in a cash account, which is transmitted to the Bengal Accountant. The amount of purchases made during the last year was Rupees 1,75,504-6-0.

Annual Adjustment Statement in which are included the average value of articles received, issued, and in Stock.

6. A Ledger is kept of every article received into store and issued out of it, exhibiting the names of the Vessels by which the same was imported, and the names of the vendors from whom purchased, together with the cost of the same.

7. A daily Stock balance Book is also kept, showing the total quantity of each article of Stationery received into store, and issued out of it, and the stock remaining on hand, each day.

8. Bills are prepared for Stationery sold under the note to Rule VII. of the Stationery Rules (a copy of which is enclosed) and copied into a Book.

9. A Register is kept of all cases of Stationery sent out by the Court of Directors.

10. Freight Bills for packages despatched by Inland Steamers of Private Companies are examined and checked, and then submitted for the Board's audit, upon which they are paid.

11. All Indents received are registered, Registry numbers affixed to them, and an Index kept of them.

12. A suspense Account is compiled, comprising the Stationery issued for which receipts have been received, and not received, and the balance exhibited in this account of adjusted items the last year amounted to Rupees 2,10,093-12-5.

13. Stationery Contingent Bills, for the articles embraced in Stationery Rule XXXI of 22nd February 1851, from all Officers indenting on this store, are audited and the number of these Bills the last year was 9,287.

14. Monthly Statements of empty Deal Cases, made over to the Arsenal, are furnished to the Military Auditor General.

15. Annual Indents for Stationery, required for 2½ years' expenditure, are prepared and forwarded to the Court of Directors, through the Revenue Board.

16. An Annual Report of the operations of this Department, during the preceding year exhibiting the result as compared with former years, is submitted to the Board. The Financial Results of the above operations are detailed in four Statements, as described below, included in the above report.

1st. A Statement exhibiting the quantity and cost of each description of Stationery Store, sent out by the Honorable the Court of Directors, as compared with that purchased in the country, each year, and the latter contrasted with that of the previous year, showing whether there has been loss or saving.

2nd. A Statement showing the amount paid for packing Stationery, issued during the last year, compared with the charge of the previous year, and the result whether loss or saving.

3rd. A Statement showing the amount realized from Stationery sold under the note to Rule VII of the Stationery Rules, and the commission taken on the same, as compared with the previous year, exhibiting increase or decrease in the amount realized and commission received.

4th. A Statement or Abstract of value of Stock receipts, and charges of three previous years.

17. The quantity of correspondence connected with the above duties of this Office, the last year, was as follows:

Letters received.....	4,000	} of which Registers are kept.
Letters sent.....	3,300	

The Establishment at present discharging the duties above detailed and their aggregate monthly cost is Rupees 458-0-0 in the following proportions:

14 Assistants...	Rupees 321-0-0
The menial Establishment of the Office numbering 12	67-0-0

Total ,, 458-0-0

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18. The Contingent expenses of this Office, during the last year, amounted to Rupees 12,604-6-9.

19. In conclusion, I have to remark, that the business of this Office was less last year than usual, on account of the disturbed state of the country.

No. 9. ORDER THEREON, No. 49; dated 28th January 1859.

Ordered to be communicated to the Revenue Department and the Inspector General of Ordnance, with reference to Extract Minutes of Consultation, dated 10th November last, No. 737.

(Signed) T. PYCROFT,
Chief Secretary.

No 49.

Ordered to be com.

Communicated to the Revenue
Department and the Inspector
General of Ordnance, with refer-
ence to Ex. Min. of Council dated
10th November last. No 737.
Fort St George
28 January 1859

Revenue Department }
Inspector General of Ordnance }
Dip. 45