Financial (1895) Department.

ORDINARY PRINTED

G.O., No. 791. Pres.
792 — 805 Mis-
DATED 11th Oct 1895.

INDEXED. 24/27

[Despatch Abstract.]

DISTRIBUTION OF PUBLICATIONS.-

Transferring to certain departments and officers the ----- hitherto carried out in the Chief Secretariat Library and sanctioning the employment of an additional establishment consisting of one clerk and one packer in the Government Press in view of the extra distribution work devolving upon it.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	3364		1895				

Govt. of {1895} Madras.

FINANCIAL.

Issued

Recd. *Encl.*

G.O., No. 791, 11th October 1895.

OCTOBER.

Distribution of Publications.

Transferring to certain departments and officers the — hitherto carried out in the Chief Secretariat library and sanctioning the employment of an additional establishment consisting of one clerk and one packer in the Government Press in view of the extra distribution work devolving upon it.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—again the following paper :—

G.O., No. 385, Financial, dated 15th May 1895.

Abstract.—Sanctioning an establishment for three months to re-arrange the Chief Secretariat Library.

Read—also the following papers :—

From the Superintendent, Government Press, No. 1077, dated 15th June 1895.
" Revenue Department, No. 44, dated 8th August 1895.
" " " 2972, " 25th July "
" Government of Bombay, " 3453, " 21st August "

Order—No. 791, Financial, dated 11th October 1895.

The work of distributing publications which now falls on the Chief Secretariat is very heavy, and as the amalgamation of the libraries of the Chief and Revenue Secretariats is at present being carried out, it becomes necessary to consider where this work can properly be reduced. In the case of some publications the major portion of the copies received in the Secretariat is at present distributed to a single office. The distribution of such publications could be best undertaken by the office which receives the bulk of the copies.

2. The Board of Revenue (Land Revenue) will in future distribute—

(i) *The Selections from the Records of the Government of India—Report on publications issued and registered in the several Provinces in the British India.*

	Copies.
Director of Public Instruction	5
Superintendent, Central Museum	1
Secretariat Library	4
Board of Revenue (Land Revenue)	30
Total ..	40

3. The Presidency Port Officer will distribute the following :—

(ii) *Report on lighthouses and light vessels off the Coasts of Bengal, Bombay and Burma.*

	Copies.
Public Works Department	1
Secretariat Library	2
Presidency Port Officer	11
Total ..	14

(iii) *List of lighthouses and light vessels in British India.*

	Copies.
Secretariat Library	5
Presidency Port Officer	25
Total	30

4. The Public Works Department will distribute the following :—

(iv) *Records of the Geological Survey of India.*

	Copies.
Secretariat Library	1
Public Works Department	4
Total	5

(v) *Memoirs of the Geological Survey of India.*

	Copies.
Superintendent, Central Museum	1
„ Agri-Horticultural Gardens	1
Secretariat Library	1
Public Works Department	1
Total	4

5. The Director of Public Instruction will distribute the following :—

(vi) *Annual Reports on Public Instruction in other Provinces.*

	Copies.
Secretariat Library	2
Director of Public Instruction	9
Total	11

(vii) *Progress of Education in India (Quinquennial Reviews).*

	Copies.
Board of Revenue (Land Revenue)	1
Secretariat Library	13
Director of Public Instruction	21
Total	35

(viii) *Reports on the Reformatory schools at Barreilly, Alipore, Hazaribagh and Yerrowda.*

	Copies.
Inspector-General of Prisons	1
Secretariat Library	2
Director of Public Instruction	7
Total	10

(ix) *Fauna of British India.*

	Copies.
Private Secretary to His Excellency the Governor	1
Board of Revenue (Land Revenue)	2
Superintendent, Central Museum	1
Madras Literary Society	1
Secretariat Library	3
Government Press (for sale)	17
Director of Public Instruction	15
Total	40

6. The following reports will be distributed by the Local and Municipal Department :—

(x) *Annual Report of the Sanitary Commissioner with the Government of India.*

	Copies.
Sanitary Commissioner	2
„ Engineer	1
Board of Revenue (Land Revenue)	1
Surgeon-General	1
Agent, South Indian Railway	1
Secretariat Library	2
Local and Municipal Department	1
Total	9

(xi) *Sanitary Measures in India.*

	Copies.
Private Secretary to His Excellency the Governor	1
Deputy Adjutant-General, Madras Command, Ootacamund	1
Public Works Department	1
Surgeon-General	21
Principal Medical Officer, Madras Army	8
Principal, Medical College	1
Sanitary Commissioner	4
President, Municipal Commission, Madras	4
Superintendent, Central Museum	1
Board of Revenue (Land Revenue)	24
Inspector-General of Jails	1
Resident in Travancore and Cochin	1
Sanitary Engineer	1
Local and Municipal Department	2
Secretariat Library	4
Total	75

(xii) *Annual Reports on Vaccination and Sanitation of other Provinces.*

	Copies.
Sanitary Commissioner	1
Secretariat Library	1
Total	2

7. (xiii) *Indian Appeals—Cases in the Privy Council on appeal from the East Indies.*—Twenty-five copies of this publication are received in the Chief Secretariat, of which twenty-one are distributed to District Judges. The Hon'ble the Judges of the High Court will be requested to be so good as to state whether the copies for District Judges may in future be sent to the Registrar for distribution.

8. The distribution of all publications of the Madras Government issuing from the Chief and Revenue Secretariats, of India and Madras Acts, and of Addenda and Corrigenda to the Civil Service Regulations will, with effect from the 1st November 1895, be transferred to the Government Press, which will be supplied with the necessary distribution lists. For the additional work that will devolve on the Press the entertainment of the marginally-noted establishment is sanctioned. The Superintendent will submit the necessary proposition statement.

	Per mensem. Rs.
One clerk on	25
One packer on	8

9. Occasional publications supplied by the India Office, the Government of India and other Governments and Administrations, Parliamentary papers and similar publications which are received in the Revenue department will continue to be distributed in that department.

10. Governments and Administrations concerned will be requested to forward the publications specified above to the officers to whom their distribution is now transferred.

[Here enter Nos. to].

(True Extract.)

Chief Secretary.

To the Revenue Department.
" Public Works Department.
" Local and Municipal Department.
" Hon'ble the Chief Justice (with C.L.).
" Presidency Port Officer.
" Director of Public Instruction.
" Board of Revenue (Land Revenue).
" Superintendent, Government Press.
" Accountant-General.
" Librarian.

Exd. S. J. Pereira.

Index to Distribution Lists of Books and Publications received in the Chief Secretariat Library, Fort St George, 1894.

Serial No.	Books or Publications.	No. of copies of each Publication.
1	Abstract Proceedings of Legislative Councils.	175
2	Acts, Government of India, Nos. 1 to 10, of 1894	413
3	Do. do. Index to — of 1893.	400
4	Do. Madras, Nos. 1 and 2, of 1894 (400+400)	800
5	Do. do. Index to — of 1893..	400
6	Do. Indian Stamp, 1879, as modified up to 1st July 1894; Prisoners, No. 5 of 1871, as modified up to the 1st May 1894 .. .. .. Each.	413
7	Acts and Regulations. List of—enforced in the Madras Presidency, corrected up to 10th February 1894	462
8	Administration Report, "Madras" (General), for 1893–94, with Manual of Standing Information (400 + 800)	1,200
9	Administration Report (of other Provinces) for the year 1892–93	6
10	Administration Report, Cochin State ..	13
11	Do. Travancore State ..	13
12	Army Act (1893) of 1885, with amendments up to 1893	100
13	Army Annual Act of 1894, (57 Vic., ch. 3)..	100
14	Army Medical Department Report, 1892, vol. 34.	27
15	Army Regulations. Correction to — India, vol. 2, Discipline	38
16	Do. vol. I, Parts I and II, 1893.	5 Sets.
17	Bengal, Manuscript Records	7
18	Bible. The English — for Stationary Sub-Magistrates	118
19	Bombay Code, 2nd Edition, 1894 ..	25
20	Civil Account Code, vol. II	8
21	Do. Corrections to — ..	9
22	Civil Budget Estimates for 1894–95 for the Government of Madras	12
23	Civil and Criminal Justice Reports for 1893, (Madras Presidency)	56
24	Civil Engineering College Calendar for 1894.	4
25	Civil Justice Reports for the year 1893, (other Provinces)	2
26	Civil Rules of Pratice. Forms of Statements, &c., prescribed by the High Court, &c., referred to in the—	18
27	Civil Service Regulations. Addenda and Corrigenda to — 2nd Edition, Nos. 96 to 146.	1,350
28	Criminal Court Manual for Stationary Sub-Magistrates	118
29	Criminal Justice Report for the year 1893 (other Provinces)	11
30	Emigration Report for the year 1893 ..	3
31	Epigraphia Indica, vols. II and III. ..	10 13
32	"Folklore in Southern India," Part IV, by Pandit Natesa Sastri	10
33	Fauna of British India (Moths), vol. II ..	40
34	Finance and Revenue Accounts of British India, 1st April 1885 to 31st March 1893, Parts 1 and 2	6
35	Finance and Revenue Accounts of the Government of India (1892–93)	26
36	Financial and Commercial Statistics for British India (1892–93) First issue ..	6
37	Geological Survey of India. Records of the —, vol. 27 of 1894, Parts 1 to 4	5
38	Geology of India. Revised Title page for the Manual of the —	12
39	Hand-book of Procedure and Precedents—Addendum to —	50
40	History of Services of Gazetted Officers in the Civil Department, Madras Presidency, corrected up to 31st July 1894 ..	16
41	History of Services of Officers holding gazetted appointments in the Home, Foreign, Revenue and Agricultural and Legislative Departments of the Government of India, corrected up to 1st July 1894	20
42	Hospitals. Report on the Civil — in the Madras Presidency for 1893	225
43	Hospitals. Report on the State — in the Madras Presidency for 1893	220
44	Hospitals and Dispensaries. Report on the— of other Provinces for 1894	2
45	Imperial Institute. Annual Report of the— for 1893	50
46	India Office List for 1894	100
47	Indian Antiquary (vol. 23), Parts 282 to 293.	12
48	Indian Councils Act and Rules of Madras Legislative Councils, &c., 1894 ..	390
49	Indian Law Reports of Calcutta, Madras, Bombay and Allahabad Series for 1894 ..	10
50	Jails. Report on the — of Madras Presidency for 1893	123
51	Jails. Report on the — of other Provinces for 1893	5
52	Jail Code. Presidency of Fort St. George, 1894. Corrections to —	38
53	Kannada-English Dictionary, by Reverend F. Kittel	75
54	Lawrence Asylum Press Almanack for 1894.	36
55	Law Reports, Indian Appeals, vol. 21 ..	25
56	Light-houses and Light—vessels off the coast of Bengal, Bombay, Burma and in British India. Report on — for 1893–94. ..	14 & 30
57	List of Establishments of the Chief Secretariat, Military Secretariat, Government Press, Jail Department, Magistrates' Courts and the Court of Small Causes, corrected up to 31st March 1894 ..	90
58	List of Establishment of the Chief Secretary to Government, corrected up to 31st March 1894	25
59	List of Establishment under the Judicial Department, corrected up to 31st March 1894.	55
60	List of Civil Officers holding gazetted appointments in the Home, &c., Departments of the Government of India, corrected to 1st January 1894 and to 1st July 1894, each.	20
61	Lunatic Asylums. Report on the — in the Madras Presidency for 1893	210
62	Lunatic Asylums. Report of other Provinces for 1893	2
63	Madras Municipality. Report of the — for 1893–94	49
64	Municipalities. Report on — of other Provinces for 1893–94, including taxation and expenditure	2
65	Mahabharata. The—. Anncasana Parba Parva.	30
66	Notifications, Rules and Orders having the force of Law in the Madras Presidency second supplement to the issued during 1894	500
67	Pandit. The — (vol. 16) Nos. 1 to 12, January to December 1894	6

Serial No.	Books or Publications.	No. of copies of each Publication.
68	Police. Report on the — of the Madras Presidency for 1893	61
69	Police. Reports on the — 1893, of other Provinces	7
70	Political Pensioners. List of—in the Madras Presidency on 1st January 1894 ..	34
71	Postal Directory of the Madras Circle (in 3 vols.)	8
72	Press List of the India Office Records from 1700 to 1750	25
73	Progress of Education in India, 1887–88 to 1891–92 (Second Quinquennial Review).	35
74	Public General Statutes, 56 and 57, Vict., 1893-94	3
75	Do. 57 and 58 Vict., 1894	3
76	Public Instruction. Report on — in the Madras Presidency for 1893-94 ..	23 & 158
77	Public Instruction. Report on — in other Provinces for 1893–94	11
78	Reformatory School of Alipore, Hazaribagh and Yerrowda. Report on — for 1893 ..	11
79	Reformatory School, Chingleput. Report on — for 1893	45
80	Registration Department. Note on the Administration of the — in the Madras Presidency for the year 1893–94	90
81	Royal Indian Marine List (Quarterly), for the year 1894	5
82	Ruling and Mediatised Chiefs, &c. List of— by the Foreign Department of the Government of India, 1893	6
83	Sanitary Commissioner. Report of the—with the Government of India for 1892 ..	11
84	Sanitary Commissioner's and Sanitary Engineer's Report of the Madras Presidency for 1893	76
85	Sanitary Measures in India. Report on—in 1891–92, vol. 25	75
86	Sanitation. Report on — of other Provinces for 1893	2
87	Selection from the Records of the Government of India, Home Department (No. CCCXIV). Report on Publications issued and registered in the several Provinces of British India during 1893	40
88	Sreemat Rajangala Mahodyanam (Part I).	20
89	Statistics of British India for Judicial and Administrative Departments subordinate to the Home Department for 1892–93 ..	16
90	Thaggi and Dacoity Department. Report on working of the — for 1893	6
91	Titles and Title-holders in the Madras Presidency up to 1st October 1893. List of corrections to —	350
92	University Calendar (Madras) for 1894–95, vols. 1 and 2	30
93	Vaccination. Report on —, Madras Presidency, for 1893–94	74
94	Vaccination. Report on—in other Provinces, for 1893–94	2
95	Village Officer's Manual, vol. II, for 1893.	6
96	Word Code. List of Corrections to the — January 1894	20
97	Zemindars, &c. Names of — in Madras Presidency, revised up to 31st December 1893	25

Extract from Memorandum from the Public Department to the Superintendent Government Press, No. 1092, 21st May 1895.

× × × ×

In connection with the amalgamation of the libraries of the Chief and Revenue Secretariats, it is proposed to transfer to the Government Press the distribution of all Government publications issuing from those Secretariats, Government of India and Madras Act and Civil Service Regulations correction slips. Mr. Hill is requested to report at an early date what extra establishment would be required.

—

Revenue 2

No. 1077

CURRENT No. 1918

Government Press,

Mint Buildings, Madras,

15th June 1895.

OFFICE NOTE.

In continuation of para. 4 of Office Note dated 27th May 1895, No. 845, the Superintendent submits that he has enquired into the matter of distribution of Government book publications issuing from the Chief and Revenue Secretariats, and he considers that a clerk on Rs. 25, and a packer on Rs. 8 per mensem will be able to undertake this work. An average of nearly Rs. 550 in the Chief Secretariat and Rs. 150 in the Revenue Secretariat are incurred for service postage annually.

2. The list ~~attached~~ given in the margin shows the quantities ~~of articles~~ used in both Secretariats for the despatch of these publications, and such quantities will require to be transferred to the Superintendent's indent on the Stationery Office.

R. Hill

Superintendent.

To

The Chief Secretary

to Government.

Articles	Quantity used in Chief Secretariat	Quantity used in Revenue Secretariat	Total
Tally Paper	6½ reams	12.2 qrs	7 reams + 12 qrs.
Bengal Twine	2 lbs	3 lbs	24 lbs
European Twine	5 lbs	½ lb	5½ lbs
Coloured Thread	"	¼ lb	¼ lb.

Acct. No. 46.
500—2-2-95.

1895
REVENUE DEPARTMENT.
Enclosure No. 1
Accent No. 5223

CURRENT No. 19

From

THE SUPERINTENDENT,

GOVERNMENT PRESS,

To

THE CHIEF SECRETARY TO GOVERNMENT,

Madras.

Dated 15th June 1895.
Received 18

ENCLOSURE.

Subject.

Submits the establishment required for undertaking the distribution of Govt. book publications now issued by Chief and Revenue Secretariats.

1895
REVENUE DEPARTMENT.
Enclosure No. 2
Receipt No. 5213

Revenue Department

Proceedings of the Madras Government.

Read again G.O. dated 21 May 1895, No 872, referring to the Board of Revenue for remarks office note from the Chief Secretary re: the reduction of distribution work in the Revenue Secretariat Library.

Read again also G.O. dated 2nd July 1895, No 1057P, recording pending receipt of reports from the Land Revenue and Settlement Departments of the Board, B.P. Sep. Rev. informing the Secretary to Government, Revenue Department that the Board in the Sep. Rev. Dept. has no objection to the arrangement proposed regarding the reduction of distribution work in the Revenue Secretariat Library

Read again also G.O dated 9th July 1895, No 1100R, recording pending receipt of report from the Board (Land Revenue), B.P. (Rev. Sett, L. Records and agri), reporting that the Board in the Settlement Department has no objection to undertake the distribution of the publications noted against it

Read also B.P. (Land Revenue) dated 28th June 1895, No 3235 mis, informing the Govt that the Board has no objection to undertake the distribution of certain publications.

Order thereon, dated 25th July 1895, No 2972 mis

The Board of Revenue having agreed to undertake the distribution of the publications referred to in the office note read in G.O. dated 21st May 1895, No 872, the Government resolves to direct that, from the date of the amalgamation of the Libraries of the Chief and Revenue Secretariats, the publications in question be received by the respective Departments of the Board and distributed both to their own subordinates and to the Government of India

India and the several local governments and administrations will accordingly be requested to send copies of their various publications in future direct to the respective Departments of the Board.

2. The Board's presumption in para 3 of its Proceedings dated 23rd June 1890 No 3235 (L.R.) is correct.

(True Extract)

C. Gibson

Secretary to Government

I.

The Board of Revenue (L.R.)

" " (R.D, L.R, V.S.)

" (Sep. Rev)

Copy to the Public Department.

CURRENT No. 2573

Public Dept

Govt. of (1895) Madras.

Revenue

To

R

Order

The ~~Political~~ Public Department

Recorded in continuation of G.O. dt/ 9 Aug. 95 No 748.

G.O. dated 26th July 1895 No 2972 this

Read dept 678

Subject.

Directing that from the date of the amalgamation of the libraries of the Chief and Revenue Secretariats certain publications hitherto received and distributed in the Revenue Dept, be received and distributed in the Departments of the Board concerned for distribution.

Please endorse

SA

The other Current Notes were given to the Revenue Dept on the 28 ultimo further Current No 5023 of 95. I am now off with

(R O)

1 Librarian
2. Attenders
1 Attender for correction of Codes.

dt 14

If the Library is not to be allowed to get into disorder again I believe it would be impossible to work it with a smaller establishment than the present one. The Revenue Dept references, I am told, will be heavy work.

2. It is only by relieving an attender of the heavy packing work he does at present that it would be possible to get on with the extra work that ~~would~~ will be thrown on the library staff when the Revenue Dept. Library is taken over.

the necessity of at least
keeping on the present Estabt.
at present all the attendrs
have too much to do. If
distribution work be taken
away and the extra work
of the Rev. Dept. along
with the work of the
office with peal enable
the men to do their work
more satisfactorily. From
my short experience in
the Library I can say that
the Library attendrs are
the hardest worked of all
the attendrs in the office.
Should one man be trans-
ferred to the Press there
will be only one man for
to attend to requisitions
from them & the Rev. Depts.
If the Library is to be
kept in order the books
returned from the Refce:

I quite agree with this
CB.
28/11

Not all. The Librarian
should do "Registry"
CS

Most certainly. I should
like to know what
he does himself.
JSB

or other places every
the Cards removed & the
necessary entries made in
the Registers of books taken
out. Then there will be
an increase of registering
work. a larger number
of books will be received
hereafter. All this will
have to be attended to
by the same attendr for
the time of the other man
(Trivikrama Row) is now
almost fully occupied
with the Correction of cata-
logue work which he does
not able to keep current
and which will be very
much increased if not
doubled hereafter. Then
there are the Army Regns
which CA wants corrected
M.R. is of opinion that
there will be enough work

No. One more dr
Review Dept
correction work
CS
He simply can't.
JSB

Req[d] [illegible] done properly comm[d]

If a man has to be given to the Press the Library attender in the Rev. Dept. is, I submit, the man who should be sent. Even then the Rev. Dept. will benefit by getting Lexton clerk, the Librarian. The present man told me he has nothing else but Library work to attend to.

4 Re the Memo to the Supt. Govt. Press stating that it is proposed to also transfer the distribution of Govt. publications issuing from the Chief & Rev. Secretariats there will perhaps be certain publications which will have to be distributed in this office, in which case

There will be some, e.g. Those received from the Secy. of State C.S.

there we will wait until it is -

9

necessary to [illegible] the present. Refrain by one man. For although the major portion of the distribution work will be taken over by the Press, there will yet remain several small distributions such as Reports of other Provs. Parliamentary Papers, etc and similar small distributions of other Dept. publications received now in the Rev. Dept. - Please see Index to distribution Lists of 1893 - that for 1894 is in the Press. The items marked in blue chalk will be done by the Press, the rest will, it is presumed, have to be done here.

5. Should all that I have said above fail to convince

No. in some cases the we will ask that the works be sent direct to the Supdt. Govt. Prtg. C.S. 28/6/95

for retaining the present staff. I would, as a last resource, suggest that the matter be deferred until the amalgamation has taken place and we know exactly the amount of additional work that we will have to do. Then we can discuss the matter with the Librarian

?

C.S.M.
26/6/95.

Note by Librarian

C.A.

Please see Ds note. I am afraid that the work of attending to the amalgamated Library & to the packing work that will still remain will be too much for one Attendr.

Chas
1.VII.95

I don't think we should reduce until experience shows that we can.

J.D.B.
4/VII/95

Office Note. No. 1602
12-7-95

To The Secy.
Revenue Depot.

With reference to Public C. No. 1918, will you please let me know what reductions, if any, can be made in the staff of the Revenue Sect: Library when its books have been taken over by the Chief Secretariat. If the distribution work is transferred to the Govt. Press it will be possible to manage the amalgamated library with the present staff of the Chief Sect: Library. The correction of Codes is being carried on as at present in each department.

C.S.
1.VII.95

AD
10/7/95

J.D.B.
4/VII/5.

R.V. to Copy & Index
11/7/95

Office note to Revs. Dept
& 12-7-96, No. 1602. Pub

returned from the office.

[0 / 9]
2,000—2-4-28.

Current No. 2610

Public DEPARTMENT.

Office note

From Rev. Dept

No. 44

Dated 8
Received 10 } August 95
Rep'd 13
Enclosures Cwo 1908 ref.

SUBJECT.

Submitting that no reduction of the establishment is feasible

L

Blue
14/8/95

CS
14/8

REVENUE SECRETARIAT.

OFFICE NOTE. No 44

Station Ootacamund date 8th August 1895.

From The secretary to Government
Revenue Department.

To The Honorable, the Chief Secretary to
Government

CHIEF SECRETARY'S
10 AUG 95
GOVERNMENT OF MADRAS

With reference to Office Note dated 12th July 1895, No 1602, the undersigned has the honor to state that no reduction in the staff of this office is feasible as, even after the amalgamation of the two libraries, the librarian and the attender of this office have sufficient to attend to as indicated in para. and 11 of the note forwarded with the note from this department, dated February 1895, No 14.

R. Ellis
Secretary Government

R. Ord 1/ Recorded.

CURRENT No.

No. 3453 of 1895.

General Department.

Bombay Castle, 21 August 1895.

From

J. De C. Atkins, Esquire, I.C.S.,
Junior Secretary to the Government
of Bombay;

To

The Chief Secretary to the Govern-
-ment of Madras,
Financial Department.
Fort St. George.

Sir,

In reply to your letter No. 122,
dated 11th February last, I am
directed to inform you that none of
the publications mentioned therein
is distributed by the Government
Central Press. The Presidency and
Departmental Administration Reports
are generally distributed by the De-
-partments of the Secretariat which

deal

deal with these reports. Copies of the Report of the Director of Public In=-struction are distributed partly by the curator, Government Central Book Depot, under the orders of the Director, and partly by the Educa=-tional Department of the Secretariat. The distribution of copies of the marginally noted* reports is made partly by the Revenue De=-partment and partly by the Director of Land Records and Agriculture, who also distributes copies of certain Agricultural publications issued by his Department. The Reports on the Administration of the Registration and Stamp Departments are distributed partly by the Revenue Depart=-ment and partly by the Inspector General of

* Administration Report of the Department of Land Records and Agriculture,
Annual Reports on Crop Experiments and Experimental Farms,
Report on the Rail and Road borne Trade of the Bombay Presi=-dency.

of Registration and Stamps are distributed by the Superintendent of Stamps respectively.

2. The Acts in English of the Bombay Legislative Council are distributed by the Legislative Department of the Secretariat. The vernacular trans=-lations of India and Bombay Acts are distributed by the Oriental Trans=-lator to Government; and the Govern=-ment of India's Acts in English are distributed by the Curator, Government Central Book Depot, under the orders of the Judicial Department. The Curator also distributes other publications received from the Govern=-ment of India for general distribu=-tion, e.g., the Bombay Code, Woodman's Digest &c. Corrigenda and Addenda slips to the Civil Service Regulations, the Forest Department Code, Army Regulations, and similar publi=-cations received from the Government of

if found are distributed by the Secretariat Departments concerned.

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

J Duff Mills

Junior Secretary to Government.
ejr

UNDER SECRETARY
24 AUG 45
PUBLIC ETABLISHMENTS

C.Nos.1918,2610,2585,& 2096. Pub;

For Orders.

As extra work will devolve on the Library Staff of the Chief Secretariat when the Revenue Secretariat Library is taken over, it is proposed to relieve it of a portion of the very heavy distribution work hitherto ~~done~~ carried out in the Library, instead of increasing the present establishment which is ~~correctly~~ not able to cope with ~~its present~~ more work than it may now ~~appear~~.

The present disorderly state of the Library is ~~owing~~ due to the Librarian and attenders ~~being~~ having been mostly occupied in packing and despatching publications.

A glance at the ~~file of~~ index made to the distribution list# for 1894 (put up) will show how heavy the distribution work is. The annual expenditure of postage stamps and stationery &c as compared with that in the Revenue Secretariat Library is given in the margin.

In the case of the publications of the G of I, the distribution is done by the Supt. of Govt Printing, and, in Bombay, where there is a larger Sect. Establishment, the work is divided among several officers, the major portion being done by the Curator of Govt. Books.

If the amalgamated Library is to be efficiently worked it is absolutely necessary

* 1 Librarian
2 attenders
1 attender for correcting Codes &c

*: The disorderly state into which the Library has fallen becomes more apparent as each progress report of the special establishment sanctioned in G.O. No 15. S. 95. No 385. is received. This establishment is doing good work in reducing the Library to some order and in getting rid of rubbish. Portion of its cost will be met by the sale of superseded editions of books.
CS

	Chief Sect.	Rev. Sect.
Stamps	550 Rs.	150 Rs.
Bally paper	6½ reams	1 Ream 2 qrs.
Twine	28 lbs.	8½ lbs.

C.No.2096

it should be less of a

despatching office than at present.

The distribution of public-
-tions of this Govt. should, it is sub-
-mitted, be done at the Govt. Press like
the G of I publications. At present the Press
sends them to the Library whence they
are despatched to the several officers
concerned. Labour and Stationery would
be saved if the Press despatched them
direct. It is also proposed to transfer
to the Press the distribution of addenda
and corrigenda to the C.S. Regulations &
India and Madras Acts of which 1850 &
915 copies respectively are distributed.

For the extra work that will
devolve on the Press the Supt. asks for the
following establishment:-

1 Clerk on Rs. 35

1 Packer on .. 8

It is submitted that this may
be sanctioned. The Rev. Dept. states that
it will be unable to reduce its establish
-ment as the Librarian and the attender will still
have enough to do in correcting works
of reference, referencing papers relat-
-ing to publications and assisting the
current branch. As already stated the present work in
the Chief Secretariat Library is as much
as the establishment can cope with, and
therefore
will need strengthening on the amalga-
-mation, if it is not relieved of the
greater portion of distribution work.

In the case of certain publications received in the Chief Sect: Library, the bulk of which is intended for distribution to other offices it is proposed to transfer the distribution to those offices as the Rev. Dept. has done.

The accompanying draft order is submitted for approval.

C.No 1918 stitched with C.No 2610

C.No 2610.

C.No 2505.

Go 748 R / 9.8.95 Fmb

approved
JS
8/10/95

I give effect to the above proposals but as the matter is not intended to trouble Hon'ble Members with the reading of it. The papers are submitted with reference to the proposal to sanction the extra establishment costing Rs 33 p.m. for the Govt. Press, which if it is treated will be approved. The relief from distribution work will enable the Librarian to devote more time to Library work proper so that the Sect: Library may possess a good reference Library and matters be placed on a more satisfactory footing than they have been in the past. It is not intended to take over the Revenue Dept. books until the arrangement of the Chief Secretarial Library has been completed and further sorting has taken place but the transfer of the heavier distribution work to the Press will facilitate the re-arrangement and expedite the amalgamation of the Libraries.

CB
26/9/95 At present the heavier work in the library is distributing & despatching books, corrections slips etc. It will be a great improvement to relieve the Asst. of this so that it can attend to more appropriate work.

W. 30.9.95 Essu 23/9/95 9.10.95 26.9.95. 1/10/95 W 3/10

W 9/10/95 SE W 9/10/95

11

Draft of first Proceedings

Hd.

Hon'ble the Secretary

2 The Secy Rev Dept
5. — P W Dept
1 Under Secy Legl Dept

for favr of Counter-initial

Draft ordered

C.H.M.
4/10/95

R 8/10

[G. 24.]
500—23-7-95.

Financial ARTMENT.

Papers to be read in proceedings:—

Again G.O., dated 15 May 1895, No. 385 Financial

Again G.O., dated 189 , No.

Current No. 1918 of 1895, dated 15 June from from the Supt. Govt Press

" " 2610 " 1895, " 8 August " " " Revenue Department

" " 2505 " 1895, " 25 July " " " " "

" " 2096 " 1895 " 24 August " " Govt of Bombay

I see all the depts concerned have passed this, & suppose the addl expense is unavoidable — but it is more than I like & regretted — As regards correction slips, I beg to state that I cannot undertake to part them in, if sent indirect by the Govt Presses. Nor can I acknowledge the receipt of any books or papers sent only thro' Press. WW 5/10/95

ORDER. dy 11th October 1895. No. 791

The work of distributing publications falling on the Chief Secretariat is at present very heavy, and as the amalgamation of the Chief and Revenue Secretariat Libraries is now being carried out, it becomes necessary to consider where this work can properly be reduced.

2. In the case of ~~the most of the~~ some major portion of ~~following~~ publications the ~~bulk of~~ the copies received ~~are at present sent to the offices to which their distribution is now transferred~~. The Board of Rev (Land Revenue) with its future duties

/1/ Selection from the Records of the Government of India-Report on publications issued and registered in the Several Provinces in British India

~~40 copies are received. They will~~ in future be distributed by the Board of Revenue as follows-

D.P.I.	5	copies.
Supt.G.C.M.	1	..
Sect.Library	4	..
Bd. of Rev. (LR)	30	..
	40	

Agd WW 9/10/95

11

Single copies. Complete publications. Standard Reports. The distribution of such publications could be best undertaken by the Office which receives the bulk of the copies.

9/10

Note for the Hon'ble Member

With reference to the Hon'ble Member's request, it is submitted that no change as regards correction slips for Hon'ble Members' books was contemplated. Such slips will be received in the Secretariat Library and there the books will be corrected as has hitherto been the practice. Books for Hon'ble Members will be issued by the Secretariat CK 8/10/95 9/10/95

The P.W.D. will distribute the following:-

(ii) Report on lighthouses and light vessels off the Coasts of Bengal, Bombay & Burma;

(iii) List of lighthouses and light vessels in British India.

14 copies of the former and 30 copies of the latter are received. The following distribution of them will be made by the P.P.O. from the Post Office:

(ii)	P.W.Dept.	1 copy.
	Sect.Libry.	2 ..
	P.P.O.	11 ..
		14
(iii)	Sect.Libry.	5 ..
	P.P.O.	25
		30

The P.W. Dept will distribute the following:-

(iv) Records of the Geological Survey of India;

(v) Memoirs of the Geological Survey of India.

5 copies of the Records and 4 copies of the Memoirs are received. The Public Works Department will distribute them as follows

(iv)	Sect.Libry.	1 copy
	P.W.D.	4 ..
		5
	Supt.G.C.M.	1 ..
	Agri.Hor.Garden	1 ..
	Sect.Libry.	1 ..
	P.W.D.	1 ..
		4

The D.P.I. will in future distribute the following publications as shown below-

(vi) Annual Reports of Public Instruction in other Provinces

Sect.Libry.	2 copies
D.P.I.	9 ..
	11

This is incorrect. What happens is that the book is sent by the P.P.O. — the distribution will be made by the D.P.I. — the number occurs above — Corrected & returned 8/VII

This is what is meant by note above

(vii) Progress of Education in India / Quinquennial Reviews/

Rev.Board. (L.R.)	1 copy
Chief Secretariat	13 ..
D.P.I.	21 ..
	35

(viii) Reports on Reformatory Schools at Alipore, Hazaribagh & Yerrowda

I.G. of Prisons, Bareilly	1 copy
Sect.Libry.	2 ..
D.P.I.	7 ..
	10

(ix) Fauna of British India

P.S. to H.E. the Governor	1 copy
Board of Revenue	2 ..
Supt.G.C.M.	1 ..
Madras Literary Society	1 ..
Sect.Library	8 ..
Govt.Press (for sale)	17 ..
D.P.I.	15 ..
	40

The following reports will in future be distributed in the Local and Municipal Department according to the distribution shown against each of them.

(x) Annual Report of the Sanitary Commissioner with the Government of India.

Sanitary Commissioner	2 copies
.. Engineer	1 ..
Board of Revenue /L.R./	1 ..
Surgeon General	1 ..
Agent, S.I.Ry.	1 ..
Sect.Libry.	2 ..
Local & Municipal Dept.	1 ..
	9

(xi) Sanitary Measures in India

Private Secretary to His Excellency the Governor	1 copy
Dy.Adjutant General, Madras Command, Ootacamund	1 ..
P.W.D.	1 ..
Surgeon General with Govt	21 ..
Principal, Medical Officer, Madras Army	8 ..
Principal, Medical College	1 ..
Sanitary Commissioner	4 ..
President, Municipal Commission, Madras	4 ..
Govt.Central Museum	1 ..
Board	

Board of Revenue	24 copies
Inspector General of Jails	1 ..
Resident in Travancore and Cochin	1 ..
Sanitary Engineer	1 ..
Local & Municipal Dept.	2 ..
Secretariat Library	4 ..
	75 ..

XII. Annual Report on Vaccination and Sanitation of other Provinces.

Sanitary Commissioner	1 copy
Sect. Library	1 ..
	2

6. The distribution of all publications of this Government issuing from the Chief and Revenue Secretariats, India and Madras Acts, and Addenda and Corrigenda to the Civil Service Regulations will be transferred to the Government Press, which will be supplied with the necessary distribution lists. For the additional work that will devolve on the Press the entertainment of the following establishment is sanctioned-

1 Clerk on Rs. 25 per mensem
1 Packer .. 8 ..

7. Occasional publications supplied by the Government of India and other Governments and Administrations, Parliamentary Papers, &c, which are received in the Revenue Department will continue to be distributed in that Department.

8. Governments and Administrations concerned will be requested to forward the

In the case of the undermentioned publication, 25 copies are received in the Chief Secretariat, of which 21 are intended for Dt. Judges. The Honorable the Judges of the High Court will be requested to be so good as to state whether the copies for the Dt. Judges may in future be sent to the Registrar for distribution:-

(xiii) Indian Appeals-Cases in the Priv. Council on appeal from the East Indies.

The Supdt. Govt. Press will submit the necessary proposition Statement and similar publications

the publications above to the officers to whom their distribution is transferred.

To

The Revenue Department. 7
.. P.W.Department. 1
.. L & M.Department. 6
.. Presidency Port Officer. 6
.. Director of Public Instn. 7
Supt. Govt. Press. 3
..Librarian 1

Board of Revenue (L. R.) 21

Letter to No. 792

The Secretary to the G. of I,
Home Department.

Sir,

I am directed to request that the marginally noted publications, which are at present sent to the Chief Secretariat, may in future be forwarded to the addresses noted against them.

1. Selections from the records of the Govt. of India.	Secry. to the Bd. of Rev./L.R./ Madras
Report on publications issued & registered in the several Provinces in British India.	
2. Progress of Education in India /Quinquennial Review/	D.P.I. Madras
3. Fauna of British India	Do

Letter to No. 793

The Secretary to the G of I,
Legislative Dept.

Sir,

I am directed to request that copies of India Acts, which are intended for distribution in this Presidency, may in future be forwarded to the address of the Supt. Government Press, Madras.

Letter to No. 794

The Secretary to the G. of I,
Dept. of Fin. & Com.

Sir,

Sir

I am directed to request that the marginally noted publications, which are at present sent to the Chief Secretariat, may in future be forwarded to the addresses noted against them.

Addenda & Corrigenda to C.S.Regulations.	Supt.Government Press. Madras.
List of Lighthouses & light vessels in British India.	Presidency Port Officer Madras.

Letter to No. 795

The Secretary to the G.of I,
Dept.of Rev.& Agri.

Sir,

I am directed to request that the copies of the Records & Memoirs of the Geological Survey of India, which are supplied to this Govt., may in future be addressed to the Secretary to Govt.P.W.D.,General and Buildings and Roads Branch

Letter to No. 796

The Chief Secretary to the Government of Bengal.

I am directed to request that the copies of the publicat ons noted in the margin, which are at present sent to the Chief Sect., may be forwarded in future to the ~~address of the~~ Director of Public Instruction, Madras.

1 Annual Report on the Reformatory Schools at Alipore and Hazaribagh.
2 Annual Report on Public Instruction in the Bengal Presidency.

Letter

Letter to No. 797

The Secretary to the Govt.of Bengal,
Marine Department.

Sir,

I am directed to request that the copies of the Report on lighthouses and light vessels off the Coast of Bengal supplied to the Govt, may be forwarded in future to the address of the Presidency Port Officer Madras.

Letter to No. 798

The Secretary to the Govt.of the North Western Provinces & Oudh.

Sir,

I am directed to request that the copies of the publications noted in the margin which are at present sent to the Chief Secretary may be forwarded in future to the address of the Director of Public Instruction, Madras.

1 Annual Report on the Reformatory School, Bareilly.
2 Annual Report on Public Instruction in the North Western Provinces and Oudh.

Letter to No. 799

The Chief Secretary to the Govt.of Bombay,

Sir,

Sir,

I am directed to request that the copies of the Annual Report on Public Instruction in the Bombay Presidency, supplied to this Govt., may be forwarded in future to the ~~address of the~~ Director of Public Instruction, Madras.

Letter to

The Secretary to the Govt. of Bombay,

Judicial Department.

Sir,

I am directed to request that the copies of the Annual Report on the Reformatory School at Yerrowda, supplied to this Govt. may in future be forwarded to the ~~address of the~~ Director of Public Instruction, Madras.

Letter to

The Secretary to the Govt. of Bombay,

Marine Department.

Sir,

I am directed to request that the copies of the Report on Lighthouses and light vessels off the Coast of Bombay, supplied to this Government, may be forwarded in futu

future to the address of the Presid

Port Officer, Madras.

Letter to

The Chief Commissioner of Burma.

Sir,

I am directed to request that th

copies of the marginally noted publications,

Annual Report on Public Instruc--tion in ~~British~~ Burma.	The D.P.I. Madras	which are suppli to this Governm may in future be forwarded to the address ~~of the~~
List of Light houses and light vessels off the Coast of Burma	The P.P.O. Madras.	

noted against them.

Letter to

The Chief Commissioner of

the Central Provinces.

do — — — .. .. Coorg.

do — — — .. .. Assam.

Sir,

I am directed to request that the copies of the Report on Publi Instruction in your Province, which are supplied to this Government, may be forwarded in future to the addres of the Director of Public Instructio Madras.

Letter

Letter to

The Resident at Hyderabad.

Sir,

I am directed to request that the copies of the Report on Public Instruction in the Hyderabad Assigned Districts, which are supplied to this Government, may be forwarded in future to the address of the Director of Public Instruction, Madras.

Letter to

The Chief Secretary to the Govt. of the Punjab.

Sir,

I am directed to request that the copies of the annual Report on Public Instruction in the Punjab, which are supplied to this Government, may be forwarded in future to the address of the Director of Public Instruction Madras.

No. 791, Financial, 11th October 1895.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—again the following paper:—

G.O., No. 385, Financial, dated 15th May 1895.

Abstract.—Sanctioning an establishment for three months to re-arrange the Chief Secretariat Library.

Read—also the following papers:—

From the Superintendent, Government Press, No. 1077, dated 15th June 1895.
" Revenue Department, No. 44, dated 8th August 1895.
" " " 2972, " 25th July "
" Government of Bombay, " 3453, " 21st August "

Order—No. 791, Financial, dated 11th October 1895.

The work of distributing publications which now falls on the Chief Secretariat is very heavy, and as the amalgamation of the libraries of the Chief and Revenue Secretariats is at present being carried out, it becomes necessary to consider where this work can properly be reduced.

2. In the case of some publications the major portion of the copies received in the Secretariat is at present distributed to a single office. The distribution of such publications could be best undertaken by the office which receives the bulk of the copies. The Board of Revenue (Land Revenue) will in future distribute the—

(i) *Selections from the Records of the Government of India—Report on publications issued and registered in the several Provinces in the British India.*

	Copies.
Director of Public Instruction	5
Superintendent, Central Museum	1
Secretariat Library	4
Board of Revenue (Land Revenue)	30
Total	40

3. The Presidency Port Officer will distribute the following:—

(ii) *Report on lighthouses and light vessels off the Coasts of Bengal, Bombay and Burma.*

	Copies.
Public Works Department	1
Secretariat Library	2
Presidency Port Officer	11
Total	14

(iii) *List of lighthouses and light vessels in British India.*

	Copies.
Secretariat Library	5
Presidency Port Officer	25
Total	30

4. The Public Works Department will distribute the following :—

(iv) *Records of the Geological Survey of India.*

	Copies.
Secretariat Library	1
Public Works Department	4
Total	5

(v) *Memoirs of the Geological Survey of India.*

	Copies.
Superintendent, Government Central Museum	1
,, Agri-Horticultural Garden	1
Secretariat Library	1
Public Works Department	1
Total	4

5. The Director of Public Instruction will distribute the following :—

(vi) *Annual Reports on Public Instruction in other Provinces.*

	Copies.
Secretariat Library	2
Director of Public Instruction	9
Total	11

(vii) *Progress of Education in India (Quinquennial Reviews).*

	Copies.
Revenue Board (Land Revenue)	1
Chief Secretariat	13
Director of Public Instruction	21
Total	35

(viii) *Reports on the Reformatory schools at Barreilly, Alipore, Hazaribagh and Yerrowda.*

	Copies.
Inspector-General of Prisons	1
Secretariat Library	3
Director of Public Instruction	7
Total	11

(ix) *Fauna of British India.*

	Copies.
Private Secretary to His Excellency the Governor	1
Board of Revenue	2
Superintendent, Government Central Musuem	1
Madras Literary Society	1
Secretariat Library	3
Government Press (for sale)	17
Director of Public Instruction	15
Total	40

6. The following reports will be distributed by the Local and Municipal Department :—

(x) *Annual Report of the Sanitary Commissioner with the Government of India.*

	Copies.
Sanitary Commissioner	2
,, Engineer	1
Board of Revenue (Land Revenue)	1
Surgeon-General	1
Agent, South Indian Railway	1
Secretariat Library	2
Local and Municipal Department	1
Total	9

(xi) *Sanitary Measures in India.*

	Copies.
Private Secretary to His Excellency the Governor	1
Deputy Adjutant-General, Madras Command, Ootacamund	1
Public Works Department	1
Surgeon-General with Government	1
Principal Medical Officer, Madras Army	21
Principal, Medical College	8
Sanitary Commissioner	1
President, Municipal Commission, Madras	4
Government Central Musuem	4
Board of Revenue	1
Inspector-General of Jails	24
Resident in Travancore and Cochin	1
Sanitary Engineer	1
Local and Municipal Department	1
Secretariat Library	2
Total	75

(xii) *Annual Reports on Vaccination and Sanitation of other Provinces.*

	Copies.
Sanitary Commissioner	1
Secretariat Library	1
Total	2

7. Of the undermentioned publication, twenty-five copies are received in the Chief Secretariat, of which twenty-one are distributed to District Judges. The Hon'ble the Judges of the High Court will be requested to be so good as to state whether the copies for the District Judges may in future be sent to the Registrar for distribution.

(xiii) *Indian Appeals—Cases in the Privy Council on appeal from the East Indies.*

8. The distribution of all publications of this Government issuing from the Chief and Revenue Secretariats, of India and Madras Acts, and of Addenda and Corrigenda to the Civil Service Regulations will, with effect from the 1st November 1895, be transferred to the Government Press, which will be supplied with the necessary distribution lists. For the additional work that will devolve on the Press the entertainment of the following establishment is sanctioned :—

	Per mensem. Rs.
One clerk on	25
One packer on	8

The Superintendent will submit the necessary proposition statement.

6. Occasional publications supplied by the India Office, the Government of India and other Governments and Administrations, Parliamentary papers and similar publications which are received in the Revenue department will continue to be distributed in that department.

7. Governments and Administrations concerned will be requested to forward the publications specified above to the officers to whom their distribution is now transferred.

[H.E. No. 6—]

(True Extract.)

Chief Secretary.

To the Revenue Department.
" Public Works Department.
" Local and Municipal Department.
" Hon'ble the Chief Justice (with C.L.).
" Presidency Port Officer.
" Director of Public Instruction.
" Board of Revenue (Land Revenue).
" Superintendent, Government Press.
" Librarian.
Accnt Genl.

Exd. S. J. Pereira.

Govt. of {1895} Madras.

FINANCIAL.

G/1/1

Issued

Recd. 21/10 Encl.

G.O., No. 791, 11th October 1895.

OCTOBER.

Distribution of Publications.

Transferring to certain Depts & Officers the ~~Publications~~ hitherto carried out in the Chief Sec.ts Library and Sanctioning the employment of an additional establishment consisting of one Clerk & one packer in the Govt Press in view of the extra distribution work devolving upon it.

Publications.

Passing orders regarding the distribution of —.

Mss/ This docket is not complete CS

When given for copying ____
When copied ____
When examined ____
When signed ____ } 189.

READ AGAIN G.O., No. 189 . DATED

CORRESPONDENCE No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT	A	A	A	A	A	A	A	
LETTER OF GOVERNMENT								
STATEMENT WITH DITTO.								
PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.								

N.B.—
A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only.