

Financial (1895) Department.

ORDINARY PRINTED.

G.O., No 540

Dated 12th July 97

INDEXED.

[Despatch Abstract.]

Printed forms.

Permitting the collector of Madras, under the special circumstances, to obtain — direct from the Govt Press. and stating that ^{he} the Collector should however ensure that rules 43 to 59 of the Stationery rules are carefully observed and that forms are as far as possible obtained on annual indent.

BACK PAPERS.

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

FURTHER PAPERS.

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

Government { 1897 } of Madras. FINANCIAL.

Recd.

Regd.

} 1897.

Enclosures

Spare copies

G.O., No. 540, 12th July 1897.

JULY.

Printed forms.

Permitting the Collector of Madras, under the special circumstances, to obtain — direct from the Government Press, and stating that he should, however, ensure that Rules 43 to 59 of the Stationery Rules are carefully observed and that forms are, as far as possible, obtained on annual indents.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—again G.O., No. 516, Financial, dated 26th August 1896, paragraph 10.

READ—also the following paper:—

Proceedings of the Board of Revenue (Land Revenue), Mis. No. 2334, dated 29th June 1897.

Read—the following papers:—

From B. H. CHESTER, Esq., Deputy Collector of Madras, to the Collector of Madras, dated 27th January 1897, No. 84-D.

With reference to your endorsement, Dis. No. 2413, dated 23rd November 1896, on Board's Proceedings, No. 399, of the 23rd October 1896 (Land Revenue), I have the honour to respectfully request that, for the reasons given below, Government may be addressed to reconsider the order passed in paragraph 10 of G.O., No. 516, Financial, dated 26th August 1896, directing that the printed forms in use in this district be obtained from the Stationery office.

2. By the courtesy of the Assistant Superintendent of Stationery I have been enabled to examine a file of the stock forms issued from the Stationery office. I find that very few of these are adapted for use in this district.

3. The land revenue of the Madras district is levied under a different legislative enactment to that in force in the Mufassal. The several notices of demand have been drawn up by the Law officers of the Crown. The entire procedure is different from that obtaining elsewhere, so that not one of the forms in stock in the Stationery office can be utilized here.

4. Pattas are not issued in this district. We grant A form certificates, for which a charge of Rs. 3-8-0 is made.

5. The department of my office, known as the Registration department, has in use a considerable number of forms connected with applications for new A form certificates, for transfer of certificates, for pointing out limit of holdings, &c. These forms are in use in no other district.

6. The Income-tax department is, of course, the largest in the Presidency. In addition to the unusually large number of assesses under part IV there is a vast amount of work done under part I. Every non-official employé in this City, who is liable under part I, is dealt with by my office. In many cases large employers of labour—like the Madras Railway Company, the Bank of Madras and the Houses of Agency—pay here the income-tax due by their employés throughout the Presidency, and these payments have to be notified to the several districts concerned. In connection with inquiries made and orders passed under part I, there is a mass of correspondence which can only be got through by reducing every possible routine communication to a stereotyped printed form. Scriptory work is thus reduced and business expedited. This department, therefore, has in use a large number of printed forms of letters, objection statements, &c., that are required only in this district, or which would be very rarely required in any Mufassal office.

7. There is also a branch of my office connected with the registration of Government grants throughout the Presidency and of Military stations in Burma. There is no similar office in the Mufassal. The forms and registers in use in this connection are required in no other district.

8. I apprehend that the object of obtaining printed forms from a central dépôt is to save expenditure. But I respectfully submit that, as far as my office is concerned, there will be no such saving. The forms would be printed at the Government Press, Madras, whether ordered by me or by the Stationery office. The number of copies struck off would not be less if ordered by the Stationery office, as that office would ordinarily keep in stock a sufficient supply to meet my indents. On the other hand, there might be slight delay in obtaining forms through that office as, instead of my obtaining supplies direct from the Press, my requisition would have to go through the Stationery office. The demand for many of the forms varies in different years through circumstances over which we have no control, and it would be difficult to accurately forecast the exact quantity required for a given period. It is therefore easier to obtain direct from the Government Press a fresh supply, as the current stock of any given form runs out instead of ordering at stated periods a supply of all the forms in use.

9. I submit that, in the circumstances above mentioned, the balance of convenience lies in a continuation of the existing practice, and that such practice will not entail any greater expenditure to the State over what would have to be incurred by getting the forms through the Stationery office.

Ref. No. 249.

Submitted to the Secretary to the Commissioners of Land Revenue, in modification of this office Ref. No. 876 G. & B., of the 21st November last.

2. There is much force in what Mr. Chester says, and I concur with him in thinking that the existing practice may be allowed to be continued as regards Madras district, more especially as it is likely to save delay.

MADRAS, (Signed) W. AUSTIN,
4th February 1897. Collector.

From J. N. ATKINSON, Esq., C.S., Acting Superintendent of Stationery, Madras, to the Secretary to the Board of Revenue (Land Revenue), dated 19th June 1897, No. 137-F.

With reference to your Gl. No. 608, dated 13th February 1897, referring, for remarks, endorsement of the Collector of Madras, No. 249, dated 4th idem, on letter No. 84-D, dated 27th January 1897, from the Deputy Collector of Madras, I have the honour to state that, in the circumstances explained by the Deputy Collector, I agree with my predecessor in thinking that the present practice of obtaining printed forms direct from the Government Press may be allowed to continue.

Resolution—Mis. No. 2334, dated 29th June 1897.

Submitted to Government, with reference to paragraph 10 of its order, No. 516, Financial, dated 26th August 1896.

2. In the special circumstances reported, the Board recommends that the present practice of obtaining printed forms from the Superintendent, Government Press, may be allowed to continue.

(True Extract.)

(Signed) N. S. BRODIE,
Ag. Secretary.

To the Chief Secretary to Government, Judicial Department,
with letters, in original, to be returned.

Transferred to the Financial Department.

(Signed) W. FRANCIS,
Ag. Under Secretary.

ORDER—No. 540, Financial, dated 12th July 1897.

In the circumstances now represented, the Collector of Madras will be permitted to obtain printed forms from the Government Press direct. The Collector should, however, ensure that Rules 43 to 59 of the Stationery Rules are carefully observed and that forms are, as far as possible, obtained on *annual* indents.

(True Extract.)

J. F. PRICE,
Chief Secretary.To the Board of Revenue (Land Revenue), with
original papers returned.

- „ Collector of Madras.
- „ Superintendent of Stationery.
- „ Superintendent, Government Press.

Financial
Judicial (1897) Department.

CURRENT No. *2029*
~~2727~~From the Board of Revenue,
(Revenue)Encl.
*Order**Transferred to the Financial Dept.**Francis**ag. Under Secretary*

Dated 29th June 1897.

Received 2 } 7.97
Registered 3 }

Enclosures 3.

Spare copies

SUBJECT.

Submitting to Government letters from the Collector of Madras and the Superintendent of Stationery and recommending that the present practice of obtaining printed forms by the Collector direct from the Superintendent Government Press may be continued.

3rd
to be checked
first + recd
in final Memo
18/7/97

BACK PAPERS.

G.O.	No.	Department.	Date.
	516	Final	26-8-1897
	754	"	6-11-96
	679	"	6-9-95

FURTHER PAPERS.

G.O.	No.	Department.	Date.



Proceedings of the Board of Revenue (Land Revenue)

No 2334 Mis dated 29th June 1897.

Read _____ Endorsement of W. Austin Esquire, Collector of --
Madras, Ref: No 249 dated 4th February 1897, on letter from
the Deputy Collector of Madras, No 84/D dated 27th January 97
and the following reference thereon dated 13th February 1897.

Referred to the Superintendent of Stationery for
favour of remarks.

Read also letter from J.N. Atkinson Esquire, ag: Superintend
-ent of Stationery, Madras, No 137/F dated 19th June 1897.

Resolution:----- Submitted to Government with refe-
rence to para 10 of its order No 516/26-8-96 Financial.

2. In the special circumstances reported the ---
Board recommends that the present practice of obtaining print
-ed forms from the Superintendent Government Press, may be ---
allowed to continue.

(True Extract).

W. L. S. S.
Ag: Secretary.

To the Chief Secretary to Government , ✓
J.D, with letters in original to be returned.

M.S.N.

27/8/97

7.8

Financial Dept:

Read again G.O.No.516, d/ 26th August 1896
para 10 -----Q

CS

" also C.No.2029 ----- A

ORDER W. 540 of 12 July 97
P.S.

In the circumstances now represent-
ed, the Collector of Madras will be permit-
ted to obtain printed forms from the Govt.
Press direct. The Collector should however
ensure that rules 43 to 59 of the Station-
ery rules are carefully observed and that
forms are as far as possible obtained on
annual indents

To

The Board of Rev: (L.R.) 10
with original papers ret'd.
" Collector of Madras 5
" Supt. of Stationery 3
" Supt., Govt. Press. 3

Cms
10.7.97

12/7/97

Desp
22/7/97

First copy sent to Press.

Returned for signature.

Despatched in print.

READ AGAIN G.O., No.
139

DATED

NUMBER OF COPIES
REQUIRED. { Order complete. 55
Letter only.
Order complete with Letter.

CURRENT No.

As usual.

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH
AN ORIGINAL.

10 Copies

N.B. —

A = Print in full.
B = Not to be printed.
P = Print abstract only.
Q = Print heading only.