Financial (189 h) Department.

ORDINARY MS.

G.O., No. A 1151-52

DATED 2-12-88

INDEXED. 14/15

[Despatch Abstract.]

Furnishing the Govt with the opinion of this Govt on the proposed rules for the supply, issue & repair of typewriters required for the public service.

These Proceedings
have been subsequently printed.

T 2/12/88

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
1210							
3696/98			25/12/99				
645/99							

Government {1898} of Madras.

FINANCIAL.

MISCELLANEOUS.

Recd. } 1901. *Enclosures*

Regd. } *Spare copies*

G.O., &c., Nos. 1151, 1152, 2nd December 1898.

DECEMBER.

Furnishing the Government of India with the opinion of this Government on the proposed rules for the supply, issue and repair of typewriters required for the public service.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following papers :—

From J. A. ROBERTSON, Esq., OfficiatingAssistant Secretary to the Government of India, Finance and Commerce Department (Accounts and Finance—Stores), to the Chief Secretary to the Government of Madras, dated Simla, 15th September 1898, No. 4034-S.R.

In the resolution in this department, No. 224-S.R., dated the 15th January 1897, it was prescribed that typewriters required for the public service should, with the previous sanction in each case of the Government of India in the department concerned, or of the local Government, be obtained through the Stationery office at Calcutta, Madras or Bombay. It was also stated that the Stationery offices should confine the supply to one approved pattern instead of supplying various descriptions of typewriters.

2. It is now considered desirable to lay down more definite rules on this subject as in the draft enclosed; but, before the rules are issued, I am directed to request that the Government of India may be furnished with an expression of the opinion of His Excellency the Governor in Council in regard to them.

Enclosure.

Proposed rules for the supply, issue and repair of typewriters required for the public service.

1. Typewriters required for the public service will, like articles of stationery in general use, be obtained only by indent on the Superintendent of Stationery, who will procure his supply by indent from the Secretary of State.

2. The cost of typewriters will be charged in the same way as that of stationery.

3. A typewriter should not be indented for without the previous sanction of the local Government, or the department of the Government of India concerned, or in the case of departments, to which the cost of stationery is directly charged, to the head of the department.

4. Each local Government, department or head of a department authorized to sanction the supply of typewriters should, after consulting the Superintendent of Stationery, prescribe one pattern of typewriter for use in all the offices subordinate to it. Only typewriters of the prescribed patterns will be kept in stock.

5. If a typewriter cannot be repaired locally, it should be sent to the Superintendent of Stationery, who will issue instructions for the packing and transport of the instrument and will arrange for the repairs. No instrument should be rejected as worn out or unfit for use until it has been examined by the Superintendent of Stationery, who, if he finds that no further repair is possible, will issue a new typewriter in place of the one returned.

No. 2199, Financial.

Referred to the $\frac{\text{Superintendent of Stationery}}{\text{Accountant-General}}$ for early remarks.

(Signed) G. STOKES,
Chief Secretary.

12*th October* 1898.

From J. N. ATKINSON, Esq., I.C.S., Superintendent of Stationery, Madras, to the Chief Secretary to Government, dated 19th October 1898, Dis. No. 151.

With reference to your endorsement, No. 2199, dated 12th instant, on letter, No. 4034-S.R., dated 15th ultimo, from the Secretary to the Government of India, Finance and Commerce department, I have the honour to inform you that I approve of the proposed rules for the supply, issue and repair of typewriters required for the public service.

No. 4799.

The Accountant-General has no remarks to offer except to remark that the Yost and Remington typewriters are very expensive, and that one he obtained in Burma and used for some years, called the "Merritt typewriter," obtainable for £3-3-0 from Messrs. Partridge & Sons, 192, Fleet Street, London, was a simple and serviceable one.

Fort St. George,
26*th October* 1898.

W. H. DAWSON,
for *Accountant-General.*

To the Chief Secretary to Government.

Order—No. 1151, Financial, dated 2nd December 1898.

The following letter will be despatched to the Government of India.

(True Extract.)

G. STOKES,
Chief Secretary.

Letter—to the Secretary to the Government of India, Finance and Commerce Department, dated Fort St. George, 2nd December 1898, No. 1152.

In reply to Finance and Commerce department letter, No. 4034-S.R., dated the 15th September 1898, I am directed to state that, in the opinion of the Governor in Council, the proposed rules for the supply, issue and repair of typewriters required for the public service are suitable, but that it appears advisable to substitute for the words "prescribe one pattern of typewriter" in line 3 of rule 4 the words "prescribe not more than two patterns of typewriter". This Government has, I am to explain, recently restricted the patterns of typewriters to be supplied to public offices to the "Yost No. 4" and the latest pattern of the "Remington," both of which have their own special points, and it appears to be undesirable to make the rule so rigid as to deprive public offices of improved, and possibly cheaper, patterns of machines which may hereafter be placed on the market.

G. STOKES,
Chief Secretary.

Exd. A. D. Xavier.

Financial CURRENT NO. 2634

Note

The file which Contains all the papers re typewriters has gone to the P.W.D. for Counter initials & has not come back

A.S. 23/9/98.

C.S.

No. 2199 dt 12-10-98.

Referred to the Suptd. of Stats Accl. Genl for early remarks.

Chd 11-X-98

11/10/98.

GOVERNMENT OF INDIA.

FINANCE AND COMMERCE DEPARTMENT.

ACCOUNTS AND FINANCE.
Stores.

R 525: 26-4-97
495: 25-6-97
510: 5-7-97
R 553: 1-7-97
R 627: 18-7-98
R 672-3: 13-6-98

To

ALL LOCAL GOVERNMENTS AND ADMINISTRATIONS.

No. 4034-S. R.

Simla, the 15th September 1898.

Rec'd 22 " "
Reg'd 23 " "

Enclos: 1
S. Copies of Circular Mg & Encls

Proposed rules for the supply, issue and repair of type-writers required for the public service.

G. C. Press, Simla.—No. 1070 C. F.—15-9-98.—330.

CURRENT NO. 2634

No. 4034-S. R.

GOVERNMENT OF INDIA.

FINANCE AND COMMERCE DEPARTMENT.

ACCOUNTS AND FINANCE.
Stores.

To

The Secretary to the Govt. of Madras.

Simla, the 15th September 1898.

Sir,

In the Resolution in this Department No. 224-S. R., dated the 15th January 1897, it was prescribed that type-writers required for the public service should, with the previous sanction in each case of the Government of India in the Department concerned, or of the Local Government, be obtained through the Stationery Office at Calcutta, Madras, or Bombay. It was also stated that the Stationery Offices should confine the supply to one approved pattern instead of supplying various descriptions of type-writers.

2. It is now considered desirable to lay down more definite rules on this subject as in the draft enclosed; but, before the rules are issued, I am directed to request that the Government of India may be furnished with an expression of the opinion of His Excellency the Governor in Council in regard to them.

I have the honour to be,

Sir,

Your most obedient Servant,

J. A. Robertson

Offg. Asst. Secy. to the Govt. of India.

Proposed Rules for the supply, issue and repair of type-writers required for the public service.

1. Type-writers required for the public service will, like articles of stationery in general use, be obtained only by indent on the Superintendent of Stationery, who will procure his supply by indent from the Secretary of State.

2. The cost of type-writers will be charged in the same way as that of stationery.

3. A type-writer should not be indented for without the previous sanction of the Local Government, or the Department of the Government of India concerned, or in the case of Departments, to which the cost of stationery is directly charged, to the Head of the Department.

4. Each Local Government, Department or Head of a Department authorised to sanction the supply of type-writers should, after consulting the Superintendent of Stationery, prescribe one pattern of type-writer for use in all the offices subordinate to it. Only type-writers of the prescribed patterns will be kept in stock.

5. If a type-writer cannot be repaired locally, it should be sent to the Superintendent of Stationery, who will issue instructions for the packing and transport of the instrument, and will arrange for the repairs. No instrument should be rejected as worn out or unfit for use until it has been examined by the Superintendent of Stationery, who, if he finds that no further repair is possible, will issue a new type-writer in place of the one returned.

G. C. Press, Simla.—No. 1070 C. F.—15-9-98.—330.

Financial (1898) Department.

ucb
To await a/c's reply
to the memo.
[illegible]
29/10/98

Send a/c a reminder

Remr. not issued as the report was rec[illegible] Cand 26.X.98
[illegible] 27/10/98

CURRENT No. 2985

CHIEF SECRETARY'S GOVERNMENT OF MADRAS
20 OCT. 1898

From The Superintendent of Stationery, Madras

Order

Fin No. 1517 98

Dated 19th October 1898

Received 20th "

Registered 21st "

Enclosures

Spare copies

R672.3
13.6.98

SUBJECT.

Approving of the proposed rules for the Supply, issue and repair of type-writers required for the Public Service

Enclo to Fin C.
No. 2634 98

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Urgent CURRENT NO 2985

500—6-7-98.

Stationery Office,

Madras, 19th October 1898.

Dis No. 151 of 98.

From

J.N. Atkinson Esquire, I.C.S.,

SUPERINTENDENT OF STATIONERY,

MADRAS,

To

The Chief Secretary to Government,

Financial Department.

SIR,

With reference to your endorsement No.2199 dated 12th instant on letter No.4034 S.R. dated 15th ultimo from the Secretary to the Government of India, Finance and Commerce Department, I have the honour to inform you that I approve of the proposed rules for the supply, issue and repair of typewriters required for the public service.

I have the honour to be,

Sir,

Your most obedient servant,

J.N. Atkinson

Superintendent of Stationery.

Ord 19.10.98.

[F. / 28]
500—22-2-98.

Financial (1898) Department.

CURRENT No. 3058

From The Acct. General Madras.

Order

No. 4799

Dated 26th
Received 27th } Octo: 1898
Registered
Enclosures 2
Spare copies

SUBJECT.

Submitting his opinion in regard to the rules prescribed by the Govt of India ~~for the~~ about typewriters.

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

No. 4034-S. R.

GOVERNMENT OF INDIA.

FINANCE AND COMMERCE DEPARTMENT.

ACCOUNTS AND FINANCE.
Stores.

To

ALL LOCAL GOVERNMENTS AND ADMINISTRATIONS.

Simla, the 15th September 189.

SIR,

IN the Resolution in this Department No. 224-S. R., dated the 15th January 1897, it was prescribed that type-writers required for the public service should, with the previous sanction in each case of the Government of India in the Department concerned, or of the Local Government, be obtained through the Stationery Office at Calcutta, Madras, or Bombay. It was also stated that the Stationery Offices should confine the supply to one approved pattern instead of supplying various descriptions of type-writers.

2. It is now considered desirable to lay down more definite rules on this subject as in the draft enclosed; but, before the rules are issued, I am directed to request that the Government of India may be furnished with an expression of

the opinion of His Excellency the Governor in Council
the opinion of His Honour the Lieutenant-Governor
your opinion

in regard to them.

I have the honour to be,

SIR,

Your most obedient Servant,

J. A. ROBERTSON,

Offg. Asst. Secy. to the Govt. of India.

Mig12 9888
Mig 2199 12-10-98

GOVERNMENT OF INDIA.

FINANCE AND COMMERCE DEPARTMENT.

ACCOUNTS AND FINANCE.
Stores.

ACCOUNTANT GENERAL'S OFFICE
14 OCT 98
MADRAS

Financial Department

No. 2199

Referred to the Accountant General for early remarks

Abdy
for Chief Secretary

12/10/98

Received
12th October 1898

To

ALL LOCAL GOVERNMENTS AND ADMINISTRATIONS.

No. 4034-S. R.

Simla, the 15th September 1898.

Proposed rules for the supply, issue and repair of type-writers required for the public service.

To
The Accountant General,
Madras.

1898
Fin. Dept.
Encln. No. 1
To
C. No. 3045

G. C. Press, Simla.—No. 1070 C. F.—15-9-98.—330.

Proposed Rules for the supply, issue and repair of type-writers required for the public service.

1. Type-writers required for the public service will, like articles of stationery in general use, be obtained only by indent on the Superintendent of Stationery, who will procure his supply by indent from the Secretary of State.

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3. A type-writer should not be indented for without the previous sanction of the Local Government, or the Department of the Government of India concerned, or in the case of Departments, to which the cost of stationery is directly charged, to the Head of the Department.

4. Each Local Government, Department or Head of a Department authorised to sanction the supply of type-writers should, after consulting the Superintendent of Stationery, prescribe one pattern of type-writer for use in all the offices subordinate to it. Only type-writers of the prescribed patterns will be kept in stock.

5. If a type-writer cannot be repaired locally, it should be sent to the Superintendent of Stationery, who will issue instructions for the packing and transport of the instrument, and will arrange for the repairs. No instrument should be rejected as worn out or unfit for use until it has been examined by the Superintendent of Stationery, who, if he finds that no further repair is possible, will issue a new type-writer in place of the one returned.

G. C. Press, Simla.—No. 1070 C. F.—15-9-98.—330.

CURRENT NO. 3058

No. 4799

Fort St. George 68

Accountant-General's Office.
26th October 1898.

CHIEF SECRETARY
27 OCT. 1898
GOVERNMENT OF MADRAS

The Accountant-General has no remarks to offer except to remark that the Yost and Remington Type-writers are very expensive, and that one be obtained in Burma and used for some years called the Merritt type-writer" obtainable for £ 3-3- from Messrs Partridge and Sons 192 Fleet Street, London was a simple and serviceable one.

Print

W. H. Dawson
for Accountant-General.

To

The Chief Secretary to Government,
Financial Department.

do
28/10

1898
Fin. Dept.
Enclos. No. 2
To
C. No. 3058

Telephone. Dr. C.A Chief Secr.
To. C.A. Rly D

Financial Dept.

Memo Please expedite

~~The Public Works Dept is requested~~
~~to expedite~~ the file of papers
regarding the entertainment of
a Public Works Mechanic for the
repair of typewriting Machines
Sent to ~~that~~ Works department for
countersignatials on the 26th
October ~~1898~~

Cms.
8.XI.98

Rly Cor. 6082
& Pw Cor 8339

Q Issue the telephone orders
as to me please

Cmt
8/XI/98

C46
17/45
8/11/98

don't print

ccr/11
R 22/11

[G. 124]

1,000—11-10-98.

Financial DEPARTMENT.

Proposed rules for the supply, issue & repair of type-writers required for the public service.

C. No. 2634 From the Govt of India, Dpt of Com & Ind; No. 10345R, dated 15/9/ 1898.

„ 2955 „ „ Supt: of Stationery No. 151, „ 19/10/ 1898.

„ 3058 „ „ Accts Genl „ 4799, „ 26/10/ 1898.

„ „ „ „ „ „ 189.

FOR ORDERS.

C. No. 2634

Dept. 1/12/98.

C. No. 2985 V

C. No. 3058 VII

The first of the currents mentioned above contains a set of rules for the supply, issue and repair of type-writers required for the public service, which the Govt. of India has forwarded for an expression of the opinion of this Govt.

2. The opinions of the Superintendent of Stationery and of the Accountant-General have been invited on the rules. The former officer approves of the rules. The latter remarks that the "Yost" and "Remington" typewriters are very expensive and that a "Merritt" type-writer costing £ 3-3-0 which he used for some years in Burma was found to be simple and serviceable.

3 Rules 1, 2 & 3 proposed by India appear to be unobjectionable.

4 Rule 4 restricts the supply of typewriters to one pattern. In G.O.

863, Financial, dated 10th October 1898 the Govt. has restricted the patterns to the No.4 "Yost" and the latest pattern of the "Remington." The notes connected with the G.O. have been transferred to Educl. in connection with para. 4 of the proceedings, but this decision was based on the fact that these are the best machines so far placed on the market and that it is not easy to choose between them. The Govt. of India may, it is submitted, be informed with reference to this rule that in the opinion of this Govt. it would be inadvisable to restrict the supply to a single pattern and that Local Govts should be allowed to settle the matter themselves, subject to a limit of two or three patterns.

5 Rule 5 relates to the repair of Type-writing machines which the rules would place entirely in the hands of the Supt. of Stationery. In this connection attention is solicited to G.O. No.1070, Financial, dated 17th November 1898 (just returned from P.W.D. where it went for c.i.) which places the examination and repair of the machines supplied to offices in the Presidency town in the hands of a mechanic from the P.W.Workshops. The issue of this order has been held over pending the disposal of the present file. It would suffice, it is thought, to state in G.O. No.1070, Financial, dated 17th November 1898 that all repairs should be carried out through the Supt. of Stationery who would arrange for their execution in the P.W.Workshops.

Check 20.XI.98

XX

I think that it is a mistake to lay down a rule as to the kind of typewriter which alone should be bought. I know of a cheap type writer which is being brought out which will be a vast improvement on any now on the market. It might be suggested that cheap typewriters fairly efficient is wanted this Blickensderfer may be entertained.

21/11/98.

I think it would be better in rule 4 to prescribe not more than two patterns of typew. and explain that the rule should not be made so rigid as to prevent the use of improved patterns when they are brought out.

KR

22.11.98 cancelled preliminary

The periodical exam^n might still be enforced.

21/11/98.

C 21/11 1130/11.

C8

Is the Governor?

Exam. 27/11/98.

Financial Dept

Order Mis W.P. 1151 dt 2-12-98

The following letter will be despatched to the Govt. of India

Check 24.XI.98

W.P. 1152 dt 2-12-98

Letter to the Secretary to the Govt. of India, Finance & Commerce Dept.

Sir,

In reply to Finance & Commerce letter Dept. No. 4034 S.R., dt the 15th Sept. 1898, I am directed to state that, in the opinion of the Govt. in Council, the proposed rules for the supply, issue and repair of type-writers required in the public service are suitable, but that it appears advisable to substitute in the words "prescribe one pattern of type-writer" in line 3 of rule 4 the words "prescribe not more than two patterns of type-writer". This Govt. has, I am to explain, recently restricted the patterns of type-

= would to be supplied G Nos for public offices to the "York No 4" & the latest pattern of the "Remington", both of which have their own special points, and it appears to be undesirable to make the rule so rigid as to deprive public offices of the improved, & possibly cheaper, patterns of machines which may hereafter be placed in the market

(From Ordnance)

Clerk
24/11/88.

25/11/88.

en given for copying ____
er copied ____
hen examined ____
hen signed ____
} 189.

AIN G.O., No. DATED
189 ,

ER 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

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