

Financial (1898) Department.

ORDINARY PRINTED.

G.O., No. 1222

DATED 14-12-98

INDEXED.

3/3

[Despatch Abstract.]

Type-writing machines

Stating when — may be
applied for by officers, & drawing the
attention of all officers to para 1 of SB No
SB 32nd of 10-10-98 & to the necessity for
requiring a high standard of skill in the
typists they employ.

T
14-12-98

BACK PAPERS.

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

FURTHER PAPERS.

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

Government {1898} of Madras. FINANCIAL.

Recd.

Regd.

} 1898.

Enclosures

Spare copies

G.O., No. 1222, 14th December 1898.

DECEMBER.

Type-writing machines.

Stating when — may be applied for by officers, and drawing the attention of all officers to paragraph 1 of G.O., No. 863, Financial, dated 10th October 1898, and to the necessity for requiring a high standard of skill in the typists they employ.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—again the following papers :—

G.O., No. 446, Financial, dated 4th June 1897.

ABSTRACT.—Communicating to the departments of the Secretariat and to all heads of departments under the Chief Secretary the ruling of the Revenue Department that all applications for the supply of type-writers should invariably be accompanied by proposals for reduction of copyist establishments.

G.O., No. 863, Financial, dated 10th October 1898.

ABSTRACT.—Directing that in all the larger Government offices in which type-writing machines are used, there shall be a separate section composed of typists, stating that the patterns of type-writers supplied to public offices will be restricted to the No. 4 Yost and to the latest pattern of the Remington, requesting the Inspector-General of Registration to make further efforts to introduce type-writing into his office, and stating that further orders in regard to the qualifications of type-writing clerks will issue in the Educational Department.

ORDER—No. 1222, Financial, dated 14th December 1898.

Type-writing machines may be applied for in cases where officers are satisfied that there will be a substantial gain in the efficiency of the work done and that any need for an increase in the copying staff will be prevented. The attention of all officers is drawn to paragraph 1 of G.O., No. 863, Financial, dated 10th October 1898, and to the necessity for requiring a high standard of skill in the typists they employ.

(True Extract.)

G. STOKES,
Chief Secretary.

To all departments of the Secretariat.
 „ the Accountant-General.
 „ the Superintendent of Stationery.

Exd. P. Seetharam.

Read again

G.O. 446 Full of 4. June 1857. (P). L.
— 463 Full of 10. October 1858 (P). L.

Rev. C. No. 6262 From the Bd. of Rev. (Land Rev.), No 2435, dated 7/9/1898 (A)

" 6401 " do do " 2526 " 14/2 1898 (A)

ORDER:- No 1222 of 14-12-19

Type-writing machines may be applied for in cases where officers are satisfied that there will be a substantial gain in the efficiency of the work done and that any need for an increase in the copying staff will be prevented. The attention of all officers is drawn to para.1 of Financial ^{no} G.O. 363 dated 10th October 1898 and to the necessity for requiring a high standard of skill in the typists they employ.

(Mr Brown)

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