

Financial (1898) Department.

ORDINARY MS.

G.O., No. 683

DATED 12-8-88

INDEXED.

16/16

[Despatch Abstract.]

Informing the supt of stationery of the Govt orders which have been omitted from the list of addenda & corrigenda to the Stationery Rules, submitted by him; and requesting him to submit in print a revised list of addenda & corrigenda.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
3430/98	12749		58-11-98				
3470/98	12444		17-12-98				

Financial Dept

Memo No. 1564 27/6-7.98.

The attention of the Supdt of Stationery is drawn to para 34 S.O. No. 177, Mil, dated 23rd February 1898 and to the ~~memo~~ ^{subsequent} orders directing ~~the~~ ^{the} issue of ~~the~~ ^{addenda} + corrigenda to the ~~present~~ ^{and the} Stationery rules. ~~He~~ ^{He} is requested to report, at an early date, what progress has been made in the matter.

Cms.
15.2.98

16/7/98

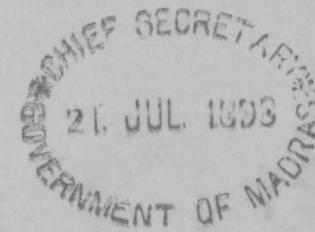
To
The Supdt of Stat^y (memo only).

Recd
16/7/98

Copied
16/7/98

Financial
Local & Munl. (1898) Department.

CURRENT No. 2009



From

*The Superintendent of
Stationery
Madras.*

Order

No. 1512

Dated 19 July 1898

Received

Registered

Enclosures 1

Spare copies -

SUBJECT.

*Submitting a list of
Addenda & Corrigenda to
the Stationery Rules for
approval.*

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Addenda and Corrigenda to Stationery rules—

Add as Rule 27 A.

G.O. No. 673 of 25 August 1898 27 A

B " 783 of 24 September 1898

C " 124 of 10 February 1898

D " 285 of 18 March 1898

E " 418 of 3rd May 1898

particulars have not been added in the appendix. G.O. No. 528 of 13 June 1898

Appendix F (1) contains a list of rubber stamps, the free issue of which has been sanctioned by Government. They should be obtained by indent on the Superintendent of Stationery.

Add as Rule 27 B.

27 B

G.O. No. 17 of 7 January 1898 All repairs to rubber stamps supplied to public offices shall be carried out through the agency of the Superintendent of Stationery.

In Appendix A, make the following corrections:—

In page 19, add after

" Envelopes Demi-official to match Octavo post crown vellum etc" the following:—

" Do — Do — similar to those supplied to the Secretariat The Resident in Travancore and Cochin.

G.O. No. 177 of 23 February 98 At page 20, opposite "Lum-bottles and brushes" omit "Hospitals" and substitute "All officers drawing a salary in excess of Rs 250 per mensem"

Go. to 1695^{Rev.} & dated 29th March 1897
L 80325 & dated 8. 4. 97.

At page 21, after slate pencils,
add the following:—

Indelible Ink pencils.... All Revenue
(with spare leads) Inspectors.

At page 21, under the head of
Quills, against "Goose"

Substitute:—

Go. to 892 & dated 18th Decr 1896. "Gazetted officers only" for
"General".

Go. to 177 & dated 23rd Feby. 1898. At page 24, against "Lun, Commn"
omit "Presidency offices".

Go. to 447 & dated 31st July 1896. (2) Against "Paper fasteners, Brass"—
add "Departments of the Secretariat".

Go. to 177 & dated 23rd Feby. 1898. In page 25, against "Postal seals
with weights" etc

Substitute "General" for "Hospitals".

At page 25, at the end of "Miscella-
neous articles", add the following:

Go. to 177 & dated 23rd Feby. 1898. "Cachet or ampion" and } to Secretaries
the requisite seals" — } and Under-
Secretaries to
Government

In Appendix B, make the
following corrections:—

At page 30, after
"Curator, Government Oriental
manuscripts", add the
following:—

following:-

"Inspectors and Inspectresses
of Government Schools.

Asst. and Sub-Asst. Inspectors
G.O. No 8527 dated 12th Decr. 97. of Schools.

Inspecting School Master of
Mahomedan Schools.

Secretary to the Board of Examiners
for Teachers' Certificates.

Principals and Head master of
all Government Colleges and
Schools.

The Superintendent, School of Arts."

At page 30, for

X Letter No 219 dated 5th
December 1895 from the
officer.

"Government Archaeological Survey,
Madras"

Substitute

"Superintendent, Archaeological Survey,
Madras."

At page 31, after

"Queen's Own Sappers & Miners
insert:-

P G.O. No 214 & dated
6th March 1897

"Companies of Sappers and
Miners having Commissariat
Transport attached thereto."

Appendix C

Omit the following items:-
7, 11, 14, 18, and 23, as these are
included in Appendix B under
22 Education.

Appendix E

At page 49, after
"Attenders, duster bands and
Machis"
insert the following:-

	Black lead	Red pencil	Blue pencil	Pen holders	Indelible dark pencils
"Revenue Inspectors"	2	"	"	"	2

At page 50, for the section headed
"Quills and Steel pens per annum"
substitute the following:-

Quills and Steel pens - per annum

Appendix C

G.O. No. 8927
18-12-96

Officers	Steel pens	Goose quills	Swan quills
Gazetted officers	6	4	1 for every 4 quills demanded for Heads of Departments and Commissioned Assistants only.
Other officers	6	stil	stil
English and Vernacular clerks	6	stil	stil
- do - do accountants	6	stil	stil
Shroffs	2	stil	stil
Muchis	4	stil	stil
Attender	4	stil	stil
Forest Guards	4	stil	stil
Tannadar	4	stil	stil
Watchman	4	stil	stil
Postman	2	stil	stil
Signaller	4	stil	stil
Chief Warder	4	stil	stil
Dep. or Asst. Warder	2	stil	stil

At page 51 after

" 10 Wooden flats " insert

G.O. No. 177 & dated 23rd February 1898
5. Gun bottles with brushes - one to each officer whose salary is more than Rs 250.

10. Postal scales with weights - one to each office for the use of the despatching clerk.

Add as Appendix F(1).

Appendix F(1).

List of rubber stamps the free issue of which has been sanctioned by Government.

Description of stamp. Offices for which required.

1. Office Date stamp. For all offices under the control of the Board of Revenue.
2. General Current Register No. of } For Collectors' Offices.
3. Board and Govern- ment Register No. of }
4. General Current Register (Superior Officers) No. of } For Divisional, Taluk, etc. offices.
5. General Current Register (Subordinate Officers) No. of }
6. Periodical Register No. of } For Collectors, Divisional, Taluk and other offices.
7. Petition Register No. of }
8. Despatched Date.. For all offices.
9. On Her Majesty's Service. For all offices.
10. Despatching clerk office } Do Do

Description of Stamps. Offices for which required

11. Stamp for copies granted (usual particulars) } For all offices.
12. Court of Wards. For Collectors' offices in districts where there are Court of Wards' Estates.
13. Reference on no of } For all offices
14. Disposal no of }
15. Countersigned Collector
16. Cancelled
17. Paid by transfer Date — Rs —
18. Paid Date — —
19. Passed for payment Rs Date — 18 District Auditor — Local fund accounts.
20. Admitted Rs — Objected Rs — Total Rs — Date — —
21. — Treasury Date —
22. On Her Majesty's Service. For all offices
23. Despatching clerk

Description of stamps. Offices for which required

22. Self Inking date stamps, as per sanctioned pattern
1. Special Settlement Office Malabar.
 2. Deputy Commissioners of Revenue Settlement Nos I, II, III and IV Parties
 3. Superintendent, Civil Veterinary Department Madras.
 4. Deputy Director, Land Records and Agriculture Madras.

23. Office Date stamp
24. On H. M. S. ~~stamps~~ service
25. District Medical and Sanitary Officer
26. Current No.
- For all Commissioned Medical officers in separate charge of an office, hospital, or Lunatic Asylum.

27. Government Maternity Hospital Madras
28. Madras Government Gynaecological Hospital
- Superintendent, Government Maternity Hospital

29. Unfit
30. Surgeon
- Surgeon General with the Government of Madras.

[Faint, mostly illegible handwritten notes in Devanagari script, likely bleed-through from the reverse side of the page.]

[Faint handwritten notes at the bottom of the left page.]

Description of stamps Offices for which required

- | | |
|---|---|
| 31. Certificate | } For use in the
General Hospital,
Madras, only. |
| 32. R. M. O's case | |
| 33. Venereal | |
| 34. 1 2 3 4 5 6 | |
| 35. Native | |
| 36. Male | |
| 37. Female | |
| 38. European | |
| 39. Government | |
| 40. Dental Surgeon | |
| 41. Office Date stamp as per sanctioned pattern | |
| | 1. Deputy Commissioners,
Salt, Abkari and
Customs' Revenue |
| | 2. Assistant Commissioners,
Salt, Abkari and
Customs' Revenue |
| | 3. Inspectors of Salt,
Abkari and Customs'
Revenue. |

[Handwritten note:]
80 285 21
18/5/98

[Handwritten notes:]
Stamps supplied to the Est. Dept. for...
been omitted in this list -
80 331 8 18-5-98 R
465 18-5-98 G
Stamps supplied to the Est. Dept. for...
have been omitted -
80 528 21 18-5-98 F

Add as Appendix A (1).

Appendix A (1)

Stationery allowed for
a company of Sappers
and Miners having
Commissariat Transport
attached thereto:—

Names of articles. No. required.

foolscap paper, machine made 1st sort. Reams 2

Blotting paper Dozen (24 sheets) . 2

Brown paper, 68 lbs. Dozen 2.

Europe Cartridge thick paper for
making 300 large and 300 small
envelopes quires. . 9½

Red ink bottle, large, fuseliner }
 for red ink } oz. ¼

Blue black ink bottles large 2
 = blue black ink powder bundles No. 2.

Pencils lead 8.

Penholders 6.

Ribs Dozen 8.

* Inkstands No. 2.

Gum lbs 3.

Twine lbs 1.

Pin book No. 3.

* Penknife " 1

Ink Erasers " 2

* Supplied once in 5 years.

ck
19.7.98
41
57.25.

Madras Stationery
Office, 19th July 98 }

J. H. Atkinson
Superintendent of Stationery

Comment No. 2009

Stationery Office,

Madras, 19th July 1898.

No. 1512

From

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

SUPERINTENDENT OF STATIONERY,

MADRAS,

To

The Hon'ble G. Stokes I.C.S.,

Chief Secretary to Government,

Financial Department.

SIR,

With reference to Memorandum No. 1564 of the 16th instant, I have the honour to inform you that much difficulty has been experienced in preparing the list of Addenda and Corrigenda to the Stationery Rules, owing to the omission of the Manager of the Office to keep a copy of the rules corrected to date. This officer has since gone on six months' sick leave, leaving the papers that were in his charge in great confusion.

2. I have now the honour to submit for approval a list of Corrigenda and Addenda to the Stationery Rules, and I would at the same time venture to request that should any Government Orders have been inadvertently omitted, they may be brought to my notice. Steps have been taken to prevent this work again falling into arrears.

I have the honour to be,

Sir,

Your most obedient servant,

J. N. Atkinson

Superintendent of Stationery.

19.7.98

C. No. 2009

NOTE FOR THE

Order
R.

Est.

Returned to the Supr
of stationery with the remark
that the following ^{orders} items have
been omitted from the list
of addenda & corrigenda
submitted with this letter
from the Supr of Sts
W. 1512 dated 19th July 1898.

A Rubber stamps.

✓ (1) 50 458 2nd of 13-5-98

(1) Educational officers

✓ (2) 50 528 2nd of 13-6-98

(2) High Court, Police & Regⁿ

B Stationery

✓ 80 940 2nd of 16-11-97

(1) Suprs Hill Schools in the
Ganjam, Vizagm & Godavari
Agencies

✓ 80 874 2nd of 11-6-96

(2) Deputy adjutant Genl,
Madras Command.

✓ 80 531 2nd of 8-7-97

(3) Musketry Section, Madras
Command.

✓ U - 80 191 2nd of 25-2-97
80 216 2nd of 10-11-95

C Heliographic Processes of printing

✓ V - 80 816 2nd of 2-10-97

D Supply of prison clothing

E Substitution of Country-made
paper for similar articles of
European manufacture in
public offices.

2. In the appendix E the minimum period
at which 'gun bottles with brushes is stated to be
5 years whereas it shall be 10 years of pr 80 1112
823 2nd 98

K

It is requested that the necessary additions may be embodied in the Stationery Rules and a final proof of them should be submitted for the sanction of Government at an early date.

C. No. 2009

Financial Dept

Order No. 685, 12th August 1898

The following orders have been omitted from the list of Addenda and Corrigenda submitted by the Supdt. of Stationery:-

- (1) No. 874 Int. 7. 11. 6. 96.
- (2) " 531 " 7. 8. 7. 97
- (3) " 816 " 7. 2. 10. 97.
- (4) " 940 " 7. 16. 11. 97.
- (5) " 191 " 7. 25. 2. 98
- (6) " 463 " 7. 15. 5. 98
- (7) " 520 " 7. 13. 6. 98
- (8) " ~~1036~~ 1243 Int. 7. 12. 11. 95
- " 608 Int. 7. 3. 8. 97
- " 1036 Pub. 7. 4. 8. 97
- " ~~1243~~ 1243 " 7. 18. 9. 97

2. The minimum period of supply for gum bottles with brushes is 4 years (S.D. No. 177)

Int. 7. 23rd February 1898) and with five

3. The Supdt. will be requested to submit ^{in print} a revised list of Addenda and Corrigenda at an early date, quoting below each item, in brackets, the authority

Cms
11. 8. 98

[Signature]

Supdt. of Stationery (901)

Dep. 16. 8. 98
Ref. to the corrected copy of Stationery Rules

orders on the scale of business

Journal Book *C. M. 2009*

The following are the names of the persons who have been appointed to the various positions in the Government of India...

1. Mr. J. B. ...

2. Mr. ...

3. Mr. ...

4. Mr. ...

5. Mr. ...

6. Mr. ...

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96. Mr. ...

97. Mr. ...

98. Mr. ...

99. Mr. ...

100. Mr. ...

When given for copying *15/8*
When copied
When examined *5/15/8* 1898
When signed *15/8*
Read back from Chepauk at 6.15 P.M.

READ AGAIN G.O., No
189
DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT. A A A A A A A

LETTER OF GOVERNMENT.

STATEMENT WITH DUTY

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

N.B.—
A = Copy in full.
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