

30/10/99

[F. B.]
300-20-8-18.

Entered in Budget Register.

Date.

and A-3. 23. 10. 1899.
and A-2. 23-10 1899.
and B. 24/10/1899.

Finl.
16
500-12-8-99.

Financial (1899) Department.

ORDINARY MS.

G.O., No. 1132

DATED 14. 10. 99.

INDEXED.

h/s

[Despatch & Act.]

Passing orders on letter from Mr. E. J.
Firth submitting his report on the stock-
taking of the Govt. Stationery & Stores
for 1899.

T
19. 10.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
70	4082/99	1347/99 11-12-99					

Financial (1899) Department.

CURRENT No. 3506.

Order

CHIEF SECRETARY
-4 OCT. 1899
GOVERNMENT OF MADRAS

From
The Superintendent of
Stationery,
Madras.

Dated 30-9-99
Despatch 3-10-99
Received 4
Registered 51 X 99
Enclosures 1
Spare copies -

SUBJECT.

Forwarding report
of E. J. Smith Esq. on
stock-taking of the Stationery
of this office

BACK PAPERS.

G.O.	No.	Department.	Date.
R. A. H.	960	Finl	25.7.99
Rev	786	-	12.7.99
-	948	-	26.10.98

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Madras 30th September 99

Through the Acting Superintendent of Stationery Madras.

From

C. J. Smith Esq

Madras.

3/20

The Chief Secretary to Government
Financial Department
Madras.

Sir,

I have the honor to report that
agreeably to the Order of Government
No. 786 of the 12th July 1899 I have taken
stock of the Stationery &c at the Madras
Stationery Office with the result shown
in the accompanying detailed
Statement.

2. First, in the presence of the
Stationery Storekeeper Mr. B. Singararatu -
Madalier and with the assistance of
two experts engaged by myself, took
independent stock, which I subsequently
compared

3. I commenced to take Stock on the 6th September: It took me 7 days of 5 hours to take Stock, 3 days to take out Book balances and 3 to compare results. 11 Working days in all. My work was considerably lightened by the ready assistance I received from all concerned.

Forwarded
Arthur B. Bradley

Yours most Obedt. Servt.
Saml. F. H.

(1) Read again B.O. no. 786 Feb 8 12 July 1899
(2) " " 960 " 8 25 " "

(3) C. No. 3506 From the E. J. Fink Leger, Indiana No. dated 30 Sept 1899.

(4) Recd. " Superintendent of Stationery, 30 Sept 1899.

79 " "

189

Order no. 1132 of 14-10-98

The following statement
compares the value of the deficiencies and the excesses in stock
during the three years ending
1899:—

	Deficiencies	Excesses	Net deficiency or excess (+)
1897	297	370	+ 73
1898	890	1467	+ 577
1899	900	684	- 216

2. The attention of the Superintendent of Stationery will be drawn to the remarks of Mr. Firth in the concluding portion

portion of para 2 of his report, ~~as~~

~~and~~ Every endeavour should be made to minimise ^{such} ~~the~~ variations.

2. The Supdt of Stationery will
be requested to arrange for
the disposal of the unserviceable

and the damaged articles
referred to in the detailed state-
ment ^{accounting} ~~submitted~~ ^{the report} by Mr. Fitch.

3. Payment of the usual fee of Rs 150 to Mr. E. J. Firth is sanctioned.

Koti

There is budget provision
vide page 205 of C. B. E.

encl.
 10.10.99

To the Supdt of Stationery (Q of 1 & 2, Pg 2
+ A of 3) with Encl. in oyl.

" Acct. Genl. (93 1, 2 + 4 + A 93)

.. E. J. Firth Esq (98 all).

87+ 078 ~~792~~ 7981

772+ 7641 098 8p21

112 - 43d 00p pp81

When given for copying _____
 When copied _____
 When examined _____
 When signed _____

} 189

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

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

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