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Financial (1899) Department.

ORDINARY PRINTED.

G.O., No. 1314

DATED 30-11-88

INDEXED

11/12

[Despatch Abstract.]

Stationery.

Stationery.

Issuing instructions to the
Supdt. of stationery for the disposal of the
surplus stock of the special water marked
paper in the stamp and stationery offices, Madras
and the district depôts.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
286/00.	91						
3377/00	91						
	19						

Government {1899} of Madras. FINANCIAL.

Recd.

Enclosures

Regd.

Spare copies

G.O., No. 1314, 30th November 1899.

NOVEMBER.

Stationery.

Issuing instructions to the Superintendent of Stationery for the disposal of the surplus stock of the special water-marked paper in the Stamp and Stationery offices, Madras, and the district depots.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following papers:—

G.O., Mis. No. 1546, Revenue, dated 26th April 1899.

Read—the following paper:—

Proceedings of the Board of Revenue (Separate Revenue), Mis. No. 1387, dated 7th April 1899.

Read—the following paper:—

From J. N. ATKINSON, Esq., I.C.S., Superintendent of Stationery, dated 18th February 1899, Dis. No. 402, informing the Board that no subsequent communication has been received on the supply of a lighter kind of water-marked paper from the local mill agents.

Resolution—Mis. No. 1387, dated 7th April 1899.

With reference to paragraph 2 of G.O., No. 384, Revenue, dated 11th July 1898, directing the Superintendent of Stationery to ascertain if a lighter kind of water-marked paper of foolscap folio size, a sheet of which may be sent by post with its cover with a half-anna postage stamp, can be supplied by the Titaghur, Imperial, Bengal or Bally Mills, the Board begs to state that the Superintendent of Stationery addressed the local agents of these companies, and that the following replies have been received by him.

2. Messrs. Gordon, Woodroffe & Co. state that the Titaghur Paper Mills Company, whose local agents they are, are prepared to do their best to make a lighter kind of water-marked paper to suit requirements, but that they desire to be furnished with information regarding the exact size and quality of the paper, the nature of the water-mark, the price of the paper and the probable quantity of it that may be required. Messrs. Arbuthnot & Co., agents to the Bengal Paper Mills Company, report that water-marked paper to satisfy the description given by Government must not weigh more than $3\frac{1}{2}$ lbs. per ream of 480 sheets or more than 7 lbs. per ream of foolscap paper and that a sheet of such paper may be sent by post in an envelope of the same substance and of size 4 inches to $4\frac{1}{2}$ inches with a half-anna postage stamp or in an ordinary half-anna stamped envelope. They state that the water-mark will not be very clearly outlined in such a thin paper, and as regards price they say that it is impossible to make an estimate until it is known exactly what quantity will be required, but that a strong and thin water-marked paper cannot be supplied for less than Rs. 3 per ream of 480 half sheets foolscap. Samples of the paper they propose to supply are herewith forwarded. Messrs. Binny & Co., agents to the Imperial Paper Mills Company, state that the price of water-marked paper of foolscap size, samples of which are appended, will amount to As. 6 per lb. or Rs. 3 per ream. Messrs. Dymes & Co., agents to the Bally Paper Mills Company, have forwarded samples of (1) snow white bank foolscap paper $13\frac{1}{4}$ inches by $16\frac{3}{4}$ inches weighing 7 lbs. per ream and (2) cream-wave bank paper of the same dimensions weighing 8 lbs., and reported that if a large quantity of the paper, say 30 or 40 tons, is ordered, paper of the first description may be had at As. 4 per lb. or Rs. 1-12-0 per ream of foolscap paper, and that the other kind of paper may be had at As. 3-9 per lb. or Rs. 1-14-0 per ream.

3. On an examination of the samples produced by the firms, the Board is not satisfied that the paper they offer to supply is superior to or more durable than what can be procured in the local bazaars. The price quoted by the agents to the Imperial

and Bengal Paper Mills Companies is very high, and the Board doubts much if the public resorting to Revenue courts and offices can be induced to take to it. The price quoted by the Bally Paper Mills Company is cheap enough, Rs. 1-12-0 and Rs. 1-14-0 per ream of foolscap paper, but considering that the paper is offered at those rates only if 30 or 40 tons is purchased and making allowance for the freight and other charges that will have to be incurred in its supply and the commission that will have to be paid for its sale, the Board does not feel certain that it can be brought within the reach of the public at a moderate price. In spite of the reduction that has been made in the price of water-marked paper the sales during the last few months have been very low, and the Board fears that the introduction of any of the kinds of paper offered by the firms will be attended with loss to the revenue unless it is decided to make the use of the paper compulsory as before. The Board is, however, of opinion that the samples submitted are not a sufficient improvement on the bazaar paper to justify their supply, and it accordingly begs to suggest that no further action need be taken, at least until the stock of the paper in hand is exhausted.

(True Extract.)

(Signed) C. G. TODHUNTER,
Acting Secretary.

To the Secretary to Government, Revenue
Department, with samples.

Order—Mis. No. 1546, Revenue, dated 26th April 1899.

The Government agrees with the Board.

(True Extract.)

(Signed) G. S. FORBES,
Secretary to Government.

To the Board of Revenue (Separate Revenue).

Proceedings of the Board of Revenue (Separate Revenue), Mis. No. 3764, dated 18th August 1899.

Read—the following paper:—

From H. BRADLEY, Esq., I.C.S., Acting Superintendent of Stationery, dated 22nd July 1899, Ref. No. 4100, offering suggestions in regard to the disposal of the existing stock of water-marked paper.

Resolution—Mis. No. 3764, dated 18th August 1899.

Adverting to the correspondence ending with G.O., Mis. No. 1546, Revenue, dated 26th April 1899, the Board begs to report that it has been brought to its notice that there has been no demand from the districts for the special water-marked paper since its use by the public was made optional by G.O., No. 384, Revenue, dated 11th July 1898. On the other hand, many

	REAMS.
In the Stamp office	422
In the Stationery office	6,449
In the district depots	4,360
Total	11,231

of the Treasury Officers have applied for permission to return their stock to the Central depot at Madras. The existing stock of the paper at the Stamp and Stationery offices and the district depots is 11,231 reams, as particularised in the margin; and as there is no chance of

its being required for supply to the public and the paper is likely to deteriorate by

being kept in stock, the Superintendent of Stationery has requested instructions for its disposal. His suggestions in the matter are set out below:—

(a) The paper may be used for printing special forms, such as certificates, &c., indented for by the Commissioner for Government Examinations and the Madras University. It is estimated that the quantity of paper required for printing these forms will be about 100 reams in a year.

(b) Two hundred and seventy-nine reams of the paper can be utilised in one year in the manufacture of the blank books which are annually supplied from the Stationery office, as noted in the margin.

(c) The paper may also be used for fair copies of important letters and for judgments and decrees of the Judicial Department, for which half sheets of foolscap are now used. By so doing, the whole stock of water-marked paper, which is less than one-ninth of the total annual consumption of the thick writing and printing papers (*vide* statement below), can be exhausted in the current year:—

Description of paper.	Average annual consumption.	Quantity reduced to the size of the water-marked paper.	Price per ream.	Value as compared with that of water-marked paper.
	REAMS.	REAMS.	RS. A. P.	RS. A. P.
1. Writing paper, double foolscap, cream wove, 28 lbs. ..	770	5,080	7 9 3	1 14 4
2. " " " cream laid, 20 lbs. ..	2,396	9,584	3 1 6	0 12 4
3. " " " foolscap, cream wove, 14 lbs., Europe ..	1,269	2,538	3 12 7	1 14 4
4. " " " " " Country ..	1,961	3,922	2 15 10	1 7 11
5. " " " " " Tub size ..	400	800	5 4 0	2 10 0
6. " " " " " yellow wove ..	217	434	3 4 6	1 10 3
7. " " " " " cream laid, 10 lbs., Europe ..	8,080	16,160	1 8 8	0 12 4
8. Printing paper, double foolscap, 28 lbs. ..	17,943	71,772	4 15 4	1 3 10
Total ..	33,036	108,200	..	..
Water-marked paper ..	..	Stock 11,231	..	Price 3 1 0

2. The Superintendent of Stationery also reports that the Superintendent, Government Press, who was consulted on the point, suggests that the paper may be used for the following forms, besides being issued to all public offices for writing purposes:—

- (1) Certificate forms for the Commissioner for Government Examinations;
- (2) Letter forms, half sheet (in lieu of cream wove, 14 lbs.);
- (3) Docket forms, Land Revenue Proceedings; and
- (4) Forms which are to be printed on one side only.

3. The sales of water-marked paper have been inappreciable of late, and the Board accordingly begs to recommend the suggestions detailed above for the favourable consideration and approval of Government.

(True Extract.)

(Signed) R. A. GRAHAM,
Acting Secretary.

To the Secretary to Government, Revenue Department.

Official Memorandum, No. 296, Revenue, dated 11th September 1899.

Proceedings of the Board of Revenue (Separate Revenue), Mis. No. 4746, dated 25th October 1899.

Read—the following paper:—

From H. BRADLEY, Esq., I.C.S., Acting Superintendent of Stationery, dated 11th October 1899, Ref. No. 5407.

With reference to your Ref. on Govt. R. No. 1083, dated 20th ultimo, I have the honour to state that I have ascertained that the Commissioner for Government Examinations prefers the English cartridge machine-made 17" × 13½ 15 lbs. paper, costing Rs. 3-12-9 per ream, now used for certificates. His expenditure of the paper last year was 7 reams.

2. The Registrar of the Madras University states that the University certificates are all prepared as steel engravings in England.

Resolution—Mis. No. 4746, dated 25th October 1899.

Submitted to Government with reference to Official Memorandum No. 296, dated 11th September 1899.

2. In his letter, Ref. No. 4100, dated 22nd July 1899, read in Board's Proceedings, Mis. No. 3764, dated 18th August 1899, the Superintendent of Stationery estimated that the requirements of the Commissioner for Government Examinations and the University would not exceed 100 reams. He now reports that the former officer's indent for last year was only 7 reams.

(True Copy and Extract.)

(Signed) C. G. TODHUNTER,
Acting Secretary.

To the Secretary to Government, Revenue Department.

ORDER—No. 1314, Financial, dated 30th November 1899.

The Superintendent of Stationery is authorised to issue the special water-marked paper now in stock in place of the following kinds of paper to the extent of one year's consumption:—

- (1) Cream wove, 14 lbs., tub size.
- (2) Writing paper, double foolscap, cream wove, 28 lbs.
- (3) Cream wove, 14 lbs., Europe.
- (4) Writing foolscap, yellow wove.
- (5) " " country.

2. Any quantity which may still remain should be utilised, at the discretion of the Superintendent, in lieu of ordinary papers for more important registers and forms.

(True Extract.)

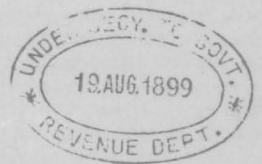
G. STOKES,
Chief Secretary.

To the Superintendent of Stationery.
" Board of Revenue (Separate Revenue).
" Revenue Department.

Exd. A. F. Eccleston.

Revenue (1899) Department.

CURRENT No. 5379.



From

The Secretary to the Commissioner
of Salt, Abkari and Separate
Revenue.

Order Mis

*Transferred to the Revenue
Department*

Mis. No. 3764

Dated 18th August 1899

Received 19th do -

Registered do -

Enclosures

Spare copies

*Sg. Secretary to Government
Patacamund,
August 1899*

*PK
22.8.99*

Revenue Dept. per C.O.

SUBJECT.

Recommending for the approval of
Government suggestions made by the Super-
intendent of Stationery in the matter of
the disposal of the stock of water-marked
paper in the Stamp and Stationery Offices
and the district depots.

BACK PAPERS.

G.O.	No.	Department.	Date.
Mds	1540	Rev	26.4.99
Proc	384	Rev	11.7.98
	+ back papers		

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Revenue Department.

No. 296

OFFICIAL MEMORANDUM.

With reference to the
 Propo. Mis. No. 3764 of 18th August
 1899, the Board of Revenue is
 requested to ^{be good enough} ascertain from the
 Supt of Stationery whether the
 water-marked paper ^{can} be
 utilised for certificate forms by
 the Commissioners of Govt exami-
 nations, if so what quantity of it
 will be taken, and also what is the
 cost of the papers at present used
 for this purpose. Enquiry may also
 be made whether the Madras
 University will take the paper
 for printing examination
 certificates and at what price.

AT
 11997

Observed and
 11th September 1899

To
 The Board of Revenue (S.R.)

KS
 11-9-99

11-9-99

2.C. No. 69/10/99
 11/9/99
 5379

Revenue (1899) Department.

CURRENT No. 6910



From

The Secretary to the Commissioner
of Salt, Abkari and Separate
Revenue, M a d r a s.

Order

Mis. No. 4746

Dated 25th October 1899.

Received }
Registered } 26/10.

Enclosures

Spare copies

SUBJECT.

Submitting to Government letter from the
Superintendent of Stationery, Madras,
stating that the Commissioner for Govern-
ment Examinations prefers the English
Cartridge machine made paper to water-
marked paper for use in printing certi-
ficates and that the University certifi-
cates are prepared as steel engravings
in England.

16/10

BACK PAPERS.

G.O.	No.	Department.	Date.
	O. M. 296		d/11.9.99.
	File with C. B. C.		

FURTHER PAPERS.

G.O.	No.	Department.	Date.

$\frac{D}{4}$ 1,920-14-3-99.

REVENUE DEPARTMENT

C. No. 5379

From the Board of Revenue (Sep. Rev.)

Mis. No. 3764 Dated 18. 8.

1899.

FOR ORDERS.

To Secy.

In G.O. No. 332 d/14th May 1899, it was decided that no paper other than the water-marked paper ^{which is now paper} obtained from the Pitaghur mills should be used for plaints, petitions or other similar documents received in Revenue courts and offices; and a large quantity of the paper was ^{accordingly} obtained & purchased.

2. Objection being taken to the compulsory character of this direction and to the price charged therefor - three pias a sheet - , the Govt thought it unnecessary to insist on the use of the paper by the parties and that the price might be reduced to two pias a sheet. Orders were issued accordingly (G.O. No. 384 d/11.7.98). It is now reported that since then the demand for the paper has fallen considerably,

and proposals are made for utilizing it for other purposes to prevent deterioration. May the Financial Department be asked whether the proposals may be approved.?

KD
23-8-99



To Fin^l No. 456/24-8-99

MT

23 8 99

FOR ORDERS.

File no No 129825-8-99

Financial Department

U.O. No.129 d/25-8-99

Note

The Supdt. of Stationery proposes to utilize the large stock of watermarked paper on hand for purposes for which ordinary thick writing and printing papers are now used: viz, for printing special forms, examination certificates, note books, letter forms, docket forms &c. From the tabular statement at the end of para 1 of B.P.No.3764, dated 18-8-99, it is observed that about 33,036 reams of ordinary thick writing and printing papers are consumed annually. Reduced to the size of the water-marked paper the annual consumption of these papers amounts to 108,290 reams and it is proposed to substitute for 11,231 of these ~~the~~ the same quantity of the water-marked paper remaining on hand to be disposed of. The price of the ordinary papers reduced to the water-marked paper size varies from Rs.12-4, to Rs.2-10-0, against Rs.3-1-0 a ream of water-marked paper, while the quantity of the several descriptions of ordinary paper expended annually varies from 434 reams of cream yellow ~~wove~~ ^{ribbed} to 71,772 reams of printing paper double foolscap. The Supdt. of Stationery does not state

now

how much of each he would replace by the water-marked paper. It seems undesirable ~~therefore~~ to allow so expensive a paper as the "water-marked" to be indiscriminately substituted for the several kinds of paper referred to in para 1 of the Board's Proceedings. Taking the ordinary papers in order of cost it is submitted that the water-marked paper may be substituted for the following:-

	Quantity reduced to size of water-marked paper	Price per ream of ~~reduced~~ size paper	Total cost	Cost of same quantity of water-marked paper at Rs. 3-1-0 per ream	Difference
	Reams.	L. A. P.	Rs.	Rs.	Rs.
1. Cream Wove 14 lbs. Tub size.	800 ✓	2-10--0 ✓	2,100 ✓	2,450 ✓	350 ✓
2. Writing paper, Double foolscap, cream wove } -28 lbs.- }	3,080 ✓	1-14--4 ✓	5,839 ✓	9,432 ✓	3,593 ✓
3. Cream wove 14 lbs Europe	2,538 ✓	1-14--4 ✓	4,812 ✓	7,773 ✓	2,961 ✓
4. " " " Yellow wove	434 ✓	1-10--3 ✓	712 ✓	1,329 ✓	617 ✓
5. " " " Country	3,922 ✓	1--7-11 ✓	5,862 ✓	12,011 ✓	6,149 ✓
6. Printing paper, Double foolscap-28 lbs - }	457 ✓	1--3-10 ✓	566 ✓	1,399 ✓	833 ✓
Total	11,231 ✓		19,891 ✓	34,394 ✓	14,503 ✓

From the foregoing it will be seen that the first five will be wholly replaced to the extent of the annual consumption, while a small portion only of the quantity expended annually of the 6th kind will be ~~substituted~~ ^{replaced} by the water-marked paper. The cost of stationery consumed will then be increased by Rs. 14,503, ^{but} this increase ^{in order} appears unavoidable to prevent deterioration of the water-marked paper in hand.

From para 2 of the Board's

O. K. 10. 1906

Some of the water-marked paper can be utilized also in Certificate forms for the Commissioner of Govt. Examin. & before deciding to substitute it for Printing Double foolscap. (which costs Rs. 1. 3. 10 a ream) it would be well ^{to obtain a report from the} ~~for the~~ ^{Supdt of Stationery to report} as regards the amount that could be so utilized & the cost of the ~~present~~ ^{used} paper at present ~~utilized~~ for this purpose. The University might perhaps take some of the water-marked paper for Examination Diplomas, at a fair price & the Supdt. might make enquiries in this direction at

Yrs.
 H. R. L.

Rw Sept 11-0.

* O. M. No. 296 of 11.9.98 flag 7 To Secy. Please see draft reference below.

From the Board of
Revenue (Sep. Rev.) No. 4746 of 25.10.99
(C. no. 6910).

To Secy

From the above, it is clear
plain that the stock of water-marked
paper on hand cannot be utilised
for printing certificates. May
the Board of Rev. Fin. Dept. be
asked if the paper can be utilised
in any other manner?

P.P. 30-10-99
be forwarded for the further remarks of
the Financial Dept. The reference to the Board
of Rev. was made on its suggestion overleaf.

1-11-99
Send suggestions on
p. 4 for report
24/99

Transferred to Fin. no
8-11-99

U. O. No. 715
8-11-99

File no. 348 of 10-11-99.

The Supdt. of Stationery
works under the Fin. Dept.

[G
24]
1,000-25-3-00.

Financial DEPARTMENT.

Revs again for no 1546 Rev. D 26.10-99 (B. P. order A)

Rev. C. No. 5379 From the Board of Rev. (S.R.) No. 3764, dated 10.8. 1899 (A)

2 Official Memorandum " 296 Rev. " H-9 1899 (2)

3 Rev. C. no. 6910 " Board of Rev. (S.R.) No. 4746, " 25-10 1899 (3)

" " " " " " " " 1899

Order No. 1314 of 30.11.98

P.S. The Superintendent
of Stationery is authorised
to replace the following kinds
of paper to the extent of one
year's consumption by the
Special water marked paper:

- (1) cream wove 14 lb. Sub. size
- (2) writing paper. Double fool
scap. - cream wove - 28 lb.
- (3) cream wove 14 lb. Europe.
- (4) writing foolscap. Yellow wove
- (5) " " Country.

For the C.S.

Perhaps the Supdt. of
Stationery may be referred to
(no) before this order issues

C. no.
20.11.99

Supdt. of Stationery
No 3030 d. 22.11.99

Null.

2. The ~~any~~ quantity which
may still remain should be
utilised, at the discretion
of the Superintendent, in lieu
of ordinary printing paper.

Double footscap 28 1/2 for
more important registers &
blank books, docket sheets.

Forms 11

Curd
20. 11. 99



The Superintendent of Stationery
... Board of Rev (Sep 99) 1/12-99
... Rev Spt (10/10/99) 6-12-99

18/11/99 No. 6289

There is no objection to the
issue of the proposed order vide
my letter to the Board of Revenue
Separate Revenue, No. 4100 dated
20th July 1899. The "Yellow wove"
is "writing, foolscap" not "Cream
wove" I would ask that a
manuscript copy of the order
may be sent to me.

H. L. D. D. D.
Supt. of Stationery

18/11/99. Fril Dept

Fril CS

The order may issue? in no.

Fril to Supt. of Statg.

Curd 26. 11. 99

First copy sent to Press.

Returned for signature.

Despatched in print.

BRAD AGAIN G.O., No.
139

DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

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

N.B.—

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