PROCEEDINGS OF THE PLAGUE COMMISSIONER.

(1898)

MISCELLANEOUS.

No. 942

Dated 18-12-98

Despatched 19-12-98.

[Despatch Abstract.]

Stationery

Requesting the Supdt of Stationery to supply the articles of ——— mentioned in paras. 1 & 2 of his letter No 3457 d/ 25-11-98 and 500 tags.

BACK PAPERS.

No.	Date.	No.	Date.

FURTHER PAPERS.

No.	Date.	No.	Date.

PLAGUE COMMISSIONER'S OFFICE.

(1898)

CURRENT No. 2182

No 942 d/18-12-98

8/17/12

To
The Supdt of Stationery
Madras

~~Order~~

From The Financial Deptt.

No. 1317

Dated 6-12-1898

Received 12-12-1898

Registered 12-12-1898

Enclosures

Spare copies

SUBJECT.

Sanctioning the supply to the Plague Commissioner of certain articles of stationery.

Sir,

With reference to your G.O. No 1317 financial d/10-12-98, I have the honor to request that the articles referred to in paras I & II of your letter no 3457 d/25-11-98 may be supplied to me at a very early date.

2. I request that ~~250~~ 500 bags may also be supplied for the use ~~of th~~ this office at your early convenience.

I have &c.

13/12/98

13/12/98

15/12

BACK PAPERS.

No.	Date.

FURTHER PAPERS.

No.	Date.

[G./58]
1,000—12-11-98.

Financial Department.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

READ the following paper :—

Endorsement of the Plague Commissioner, dated 1st December 1898, on ~~letter~~ communications from the Superintendent of Stationery, Madras, Nos.3457 and 3466, dated 25th November 1898.

1
12/12/98

ORDER:-R.No. 1317 dated 10" December 1898.

The supply to the Plague Commissioner of the articles mentioned in paragraph II of the letter from the Superintendent of Stationery No.3457, dated 25th November 1898 is sanctioned.

(True Extract.)

A Edgington
for Chief Secretary.
10/12/98

To

The Superintendent of Stationery, Madras.
" Plague Commissioner, Madras, with all papers returned.

9.12.98.

PLAGUE COMMISSIONER'S OFFICE.

(189)

1896

CURRENT No. 1792

[illegible] 5/12

~~Order~~ To Financial Dept in original (to be returned) with the request that the supply of the articles mentioned in para II of the Supdts' letter may be ordered as a special case. This office has no trained munshi to make demi official covers

Buckley 5/12

Plague Commr

[illegible] 1/12/98

[illegible]

CHIEF SECRETARIAT
DEC. 1898

From The Superintendent of Stationery

No. 3457

Dated 25-11-98

Received 28-11-98

Registered

Enclosures

Spare copies

SUBJECT.

Informing that certain articles of Stationery are not in Stock and that Govt Sanction is required for Certain other articles

BACK PAPERS.

No.	Date.

FURTHER PAPERS.

No.	Date.

CN 698

500—6-7-98.

Stationery Office,

Madras, 25th November 1898.

P. C.
28 NOV 1898

No. 3457

From

J.N. Atkinson Esquire, I.C.S.,
SUPERINTENDENT OF STATIONERY,
MADRAS,

To

The Plague Commissioner,
Fort Saint George.

SIR,

Referring to the indent that accompanied your R.C.No.1500, dated the 21st instant, I have the honour to inform you that the undermentioned articles are not available in store at present, but can be supplied on receipt of fresh stock:-

When expected?

(1)	Brown Cartridge Royal 25" x 20", 40 lbs	reams	6.
(2)	Do Demy 25 lbs	"	3.
(3)	Stencil paper for Cyclostyle	quires	10.
(4)	Carbon paper for type-writing	"	1.
(5)	Rulers flat - -	No.	1.

II. The articles enumerated below have been disallowed, as their issue is restricted to certain departments under the Stationery Rules. They will be supplied either from the stores or by local purchase, if the sanction of Government (Financial Department) is obtained to their supply:-

Apply for sanction
This is a special dept
28/11 [illegible]

(1)	Covers, Demi official, to match Octavo post Crown Vellum - -		600.
(2)	Red ink jars - - - -		3.
(3)	Long cloth - - -	yds	10.
(4)	Paper cutters - - -		2.

(III

III. Bodkins are not supplied by this office.

I have the honour to be,
Sir,
Your most obedient servant,

Frank D. Bird

Assistant Superintendent,
for Superintendent.

Desd
25.11.98

PLAGUE COMMISSIONER'S OFFICE.

3457 (1898)

CURRENT No. 1697

From The Superintendent
of Stationery, Madras

Order

No. 3466

Dated 25-11-1898
Received 28-11-1898
Registered
Enclosures
Spare copies

SUBJECT.

Stating that the stationery indent from the Plague Commissioner is passed with certain exceptions.

BACK PAPERS.

5

No.	Date.

FURTHER PAPERS.

No.	Date.

STATIONERY OFFICE, MADRAS, DATED 25th November 189

C.A./69

Stationery Indent from the Plague Commissioner, Madras for 1898-99.

No. 3466

INDENT passed with the following exceptions:—

P. C.
28 NOV. 1898

Description of articles.		Quantity indented for.	Quantity passed.	Cause of objections
Covers to match Crown Vellum	No.	600	Nil	Supplied only to Military Works Department; they should be made by the office muchee.
Brown Cartridge Royal 40 lbs.	Reams	2	Nil	Not available in Store at present
Do. demy. 28 lbs.	"	6	Nil	
Rulers flat	No.	1	Nil	
Stencil paper for cyclostyle	Quires	10	Nil	
Carbon paper for type writing	"	1	Nil	
Red ink jars	Jars	3	Nil	Supplied only to account offices.
Long cloth	yards.	10	Nil	Supplied only to Public Works Department, Government Press and Survey.
Paper cutter	No	2	Nil	Supplied only to ~~the~~ Hospitals.
Bodkins	No	2	Nil.	(e)

~~P. T. O.~~

(a) Supplied in accordance with sanctioned allotment,
(b) Do. do. average annual expenditure,
(c) Do. do. the current year's expenditure,
} minus the quantity expected to remain on hand at the beginning of the next official year.
(d) Issued only (1) as a first supply, (2) Biennially, (3) Triennially, (4) Quadrennially, (5) Quinquennially, (6) Octennially, (7) Decennially.
(e) Not supplied by this office.
(f) The date of last supply and the certificate required in Rule 20 of the Stationery Rules should be furnished.
(g) Quills are supplied only to Gazetted Officers—vide G.O., No. 892, dated 18th December 1896.
(h) Not countersigned by the Controlling Head of Department.

Frank D. Bird

Asst. Superintendent
for Superintendent of Stationery.

500—23-9-98.

25.11.98

Ref. On. C. No 1500

Ref from Cur

~~NOTE FOR THE~~

To

The Supdt. of Stationery
Madras

D/ 21/11/98

Sir,

I have the honor to forward herewith a Supplemental indent for Stationery articles required for this office for 1898-99 as those already supplied proved insufficient, owing to the increase of Correspondence and the Consequent enhancement of the staff of the office. A list of the latter is enclosed for information. I request that the indent may be complied with as early as possible & that a day may be fixed under Rule 29 of the Stationery rules so that a Clerk may be sent to take ~~delivery~~ charge of the supplies.

O.C.

Desp. 22/11/98.

21 × 98

Lms 21/11/98

20/11.

List of Establishment in the Plague Commissioner's office as it stood on 20th November 98

Gazetted officer

1. Plague Commissioner
2. Personal Assistant to the Plague Commissioner

Office Establishment

1. Head Clerk.
1. Accountant
8. Clerks
1. Attender
1. ~~Munshi~~ attender & munshi
7. peons
1 masalchi

~~19~~/20.

[illegible] 21/11/98

21. XI 98

O.C.

20/11/98

Supplemental Indent for Stationery required for the Plague Commissioner's office for 1898-99

Item No	Description of article	Quantity Supplied	Quantity on hand	Quantity now required	Remarks
1	Foolscap Cream wove M. M. 17" × 13¼" 14 lbs	Reams 2	Reams "	Reams 4	✓
2	Octavopost (Crown Vellum) for D. O. Correspondence	1	0-3-12	2	✓
3	Covers for Do	No. 350	No. 60	No. 600	X 150 [illegible]
4	Double foolscap 27"×17" 28 lbs	Reams 3	Reams 2	Ream 1	✓
5	Badami Royal 25"×20" 25 lbs	1	"	Reams 2	✓
6	Double foolscap yellow 27"×17" 25 lbs	"	"	quires 0-10-0	
7	Brown Cartridge Royal 25"×20" 40 lbs	5	2	6	not supplied
8	Do Demy 28 lbs	"	"	3	Do
9	Stencil paper for Cyclostyle	"	" ~~0-10-0~~	0-10-0	X
10	Carbon paper for typewriting	0	0	Ream 1	X
11	Paste Boards Basaks fine Royal 25"×20	No. "	No. "	No. 25	
12	Do Country Rough Royal	"	"	75	
13	Leather bound books foolscap 4 quires.	"	"	2	4 books [illegible]
	~~Marble Cover foolscap 1 quire~~	~~"~~	~~"~~	~~6~~	
	~~Do Quarto Do~~	~~"~~	~~"~~	~~12~~	
	~~Do Octavo Do~~	~~"~~	~~"~~	~~4~~	
17	Ink Jars (Blue-Black)	6	4	2	✓
	Do (Red ink)	3	1	3	not supplied
18	Ink for Cyclostyle apparatus (Bottles)	"	"	8	✓

		No.	No.	No.		
20	Needles 3 Cornered	12	6	~~12~~ 12	✓	
21	Pins Ordinary papers	12	5	9	✓	
22	Gum ~~lb~~	1 lb	1/2 lb	1 1/2 lbs	✓	
23	Red Sealing wax Europe	1/4 lb	"	1/2 lb	✓	
24	Do Country	40 Sticks	31 Sticks	"		
25	Longcloth	2 yards	"	10 yards		Not Supplied
26	Tape Country white Rolls	20	12	4	✓	
27	Thread Cotton Sewing Europe Balls	1/2 oz	"	1 oz	✓	
28	Do Twisted Coloured	20 Skeins	8	16	✓	
29	Twine Europe Skeins	20	8	16	✓	
30	Twine Country	9 lbs	"	20 lbs	✓	
31	Blotting paper Europe Buff Coloured	Sheets 84	Sheets 10	~~4~~ 7 quires	✓	
32	Pencils Black lead	10 *	"	8 ✓	✓	* all distributed to Clerks.
33	Red Pencil	4	"	4 ✓		
34	Blue Do	4	"	4	✓	
35	Swan Quills	6	"	2	✓	
36	Steel Nibs	1 gross 9 doz	9 doz	1 gross 3 doz		Silver Perry & Co's No 88 M.
37	Pen holders	14	"	10	✓	
38	Vulcanized Rubber pieces	7	"	8	✓	
39	Salampore Cloth	"	"	15 yards	✓	
40	Erasure for typewriting machine	2	2	2	✓	
41	Ink Glasses No.	14	"	12	✓	
42	~~Ink~~ Stand wooden boxes	5	"	6	✓	one tray
43	Rulers round	2	1	14	✓	
44	Do flat	"	"	1		Not Supplied
45	wooden flats	14	14	14	✓	
46	Pen knife	7	"	8	✓	
47	Paper Cutters	"	"	2		Not Supplied
48	Cyclostyle foolscap	"	"	1		Supply received in anticipation of indent
49	Roller Rubber Do	"	"	1		
50	Pen Do	"	"	1		
51	Bodkins (Big needles)	"	"	2		Not Supplied

I certify that I examined the Stock of Stationery articles mentioned above And found them to be Correct as State in the Statement.

O.C.

20/11/98

Code Class.

INDIAN TELEGRAPHS. Num

To (Office) Telephone

From (Office) Message

Words.	Day.	Hour.	Minute.	Official Instructions.
	18	13	20	

To (Person) Plague Commissioner

From (Person) Asst Supdt of Stationery

Cyclostyle & appurtenances despatched to you by special messenger at 1 P M please send indent

CH

[illegible] 18/7

CR

Let the indent for the above articles be [illegible] required during 18th [illegible]

If there is delay send indent for [illegible] only

64 Word Form.

F. C. 2.

Recd. from LN.
At Hrs. Mts by

Sent to LN.
At Hrs. Mts by

Telegraph Master.