M.R.O. 1—77,000—8-6-37.

(1) Number of pages 2

(2) Date of repair 2-3?

(3) Initials of the Referencer

MADRAS RECORD OFFICE.

Government of Madras.

Public Works DEPARTMENT.

G.O. No.	2529	Press / Mis.
107-08		
Dated	7-12-	1865.

Not to be folded or roughly handled

Proceedings of the Madras Government, Public Works Department, 7th December 1860.

No. 107. Read the following Proceedings of the Madras Government in the Military Department, dated 29th November 1860, No. 4,339:—

Communicate a Home Despatch, forwarding printed forms of Indent for supplies of Stores. (Vide Military Proceedings, 29th November 1860, Nos. 620-621.)

No. 108. ORDER THEREON, 7th December 1860, No. 2,529.

Ordered to be communicated to the Chief Engineer for information and guidance.

(Signed) J. D. SIM,
Acting Secretary to Government.

MILITARY DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read the following :—

Military Despatch from the Right Honorable the Secretary of State for India, India Office, London, 24th October 1860, *No.* 161.

1. In order to preserve uniformity and regularity in the various Indents which are sent Home for Supplies of Stores, a form of Indent has been sanctioned, differing in some degree from those hitherto in use, and it is desired that such form may invariably be adhered to, discarding entirely any other mode of application and especially avoiding a practice which has of late years crept in, of making requisitions in the body of letters, which may be overlooked or misunderstood.

2. The columns (which sufficiently explain their own meaning,) must be filled up without alteration, and others are not to be substituted, confining any remarks that may be considered necessary to the column for that purpose, and which should contain every explanation that may guide in the supply and pattern of articles required.

3. Where an established proportion has not yet been fixed, it should consist of a three years' ordinary expenditure, and if the quantities in store at the date of requisition are added to the quantities due upon former Indents, the difference between the aggregate of those two columns and the established proportion, is the proper quantity to be asked for. This, if duly attended to, will always keep up an ample supply for general service; if, however, in exceptional instances, it may be desirable to exceed the established proportion, then the reason for so doing must be inserted in the column of remarks.

4. The columns printed in red, are to be left blank for filling up in England.

The Peninsular and Oriental Company's Receipt was forwarded by the Mail of 10th September.

5. These printed forms of Indent have been despatched to your Presidency by the Overland Mail of the 4th September 1860, addressed to the Chief Secretary to Government, who will distribute them to the following Departments in the bundles as tied up, *viz.*,

Military.
Clothing.
Commissariat.
Public Works.
Mint.
Revenue (Stationery.)
Medical.
Marine.

ORDER, No. 4339, *29th November* 1860.

Ordered that the foregoing Despatch be communicated to the Public, Financial, Marine and Public Works Departments of the Secretariat, and to the Inspector General of Ordnance, Principal Inspector General Medical Department, Commissary General and Agent for Army Clothing, together with the Printed Forms of Indents appertaining to those Departments.

(True Extract.)

Secretary to Government.

To the Public	Department	with	Forms of Indents for Stationery.			
„ Financial	„	with	do.	do.	„ Mint	Stores.
„ Marine	„	with	do.	do.	„ Marine	do.
„ Public Works	„	with	do.	do.	„ Public Works	do.
„ Inspector General of Ordnance		with	do.	do.	„ Military	do.
„ Principal Inspector General Medical Department			do.	do.	„ Medical	do.
„ Commissary General			do.	do.	„ Commissariat	do.
„ Clothing Department			do.	do.	„ Clothing	do.

Exd. J. E. Cashart.

P. W. 1860 Oct. 31st
Pro: of Govt. for December
No. 2900.
1367
Proceedings of the
Madras Govt. in
the Military Dept.

Dated 29th Nov.
Received 5th Dec. 1860.

No. 4339.

Communicate a Home
Despatch forwarding
printed forms of
Indent for supplies
of Stores.

To the Chief Engr. & Sec.
April 16 & No. 835 in
Pro. 13.
April No. 751.
From Do. Dept. 6th January 61
No. 21 in Do.
With an order
No. 2529 7th Dec.

No. 107 & 108.

No. 2529.

Ordered to be com-
municated to the Chief
Engineer for information
and guidance.

I. D. C.

Fort St. George
7th Dec. 1860.

2 Copies to the Chief Engineer
with Pro. M. Dept. No. 4339 dated 29th Nov.
Indent. Forms
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