

Proceedings of the Madras Government

Read the following Proceedings of the Board of Revenue, dated 17th October 1879 Mis. No. 9765, on letter from the Collector of Sea Customs, Madras, dated 25th September 1879 No. 1806.

With reference to Board's Proceedings dated 23rd September 1879 Mis. No. 8665, communicating Official Memorandum from Government dated 18th September 1879 No. 392, I have the honor to report that I have personally inspected the improvements proposed for the record-room and the premises occupied by the Export Department, and am satisfied that they should be carried out.

2. The record-room is small being only 22 feet long and 15 feet broad. The monthly volumes of Board's Proceedings, the books constituting the library, the bundles of old correspondence with the Board and Government, and the spare copies of Board's Proceedings and Government Orders on various subjects communicated from time to time are preserved in 5 Almirahs and one record-rack. Registers, bound files of Fort Saint George Gazettes, and Section books in which old correspondence is copied are preserved in wooden shelves arranged against the walls. The rest of the space along the walls

walls is also laid out in shelves and in them the monthly bundles of Bills of Entry and Shipping Bills are kept. These bundles have considerably increased in size since the introduction of the system of submitting Bills of Entry and Shipping Bills in duplicate with summaries. There are some old bundles of these documents and of Boat-notes which are of no use and will be destroyed, but the available space is still very limited, and when for the preparation of any special returns the bundles have to be taken down and sorted, considerable inconvenience is felt from want of space to move about. It is therefore proposed to extend the record-room by a few feet on the western side.

3. The room occupied by the Export Department is also a small one. It is 26 feet long and 14 feet broad. Six clerks and the Export Manager are seated in this room. The Export manifests, passes and other documents belonging to the Department are kept in 3 Almirahs which are placed in the same room. Owing to the limited space, inconvenience is felt when Commanders of vessels and others call at the Department to close manifests. It is proposed to extend the room by enclosing the adjoining open verandah, and the arrangement has the further advantage of shutting up

up an objectionable passage from the Export yard.

Submitted to Government with reference to the Official Memorandum quoted.

Read also Proceedings of the Board of Revenue, dated 29th August 1879, No. 8154.

Order thereon, 25th November 1879, No. 4022.

Under the explanation now afforded the proposed improvements and extension are approved and sanctioned.

2. Orders for the preparation of plan and estimate will be issued in the Public Works Department.

3. The Board will instruct the Collector of Sea Customs to have all useless records sorted out and treated as waste paper.
(True Extract)

J. A. F. Smith
Secy to Govt.

To the Board of Revenue.
Public Works Department.

W. S.

P.W.D.

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Paid for December

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