Co. Railway 25-1-[illegible]

4044 2.9.85.

B. No 2494 Way 24-9-86
B

Communicated to officers of the P.W.D. for information and for guidance with reference to para 5.

2. Attention is invited to G.O. No. 2040 W. dated 2-9-1885.

25/9/86

Lee
23/9/86.

Ch. Engr. for Irrign. ✓
Consg. Engr. for Rys ✓
Supdtg. Engrs ✓
C.A. to Govt. ✓
S.J.W.T.M.S. ✓
Ch. H.T. Bd ✓
Exr. P.W. Accts ✓
Exr. State Ry Accts
Exr. G.I.P. Ry Accts. ✓
Engr-in-ch. M.S.R. Surveys.
Engr-in-ch. C.N. State Ry
Engr-in-ch B.K.S. Ry

P.W.C. No. 743

Govt. of {1886} Madras

FINANCIAL.

20-S.C

Issued

Recd. 22.9.86 Encl.

G.O., 1st September 1886, No. 876.

B. No 2494 Way 24-9-86

SEPTEMBER.

Stationery.

Reviewing the report on the working and results of the — department for 1885-86.

2 copies to orby — With order

Lee
24/9

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—the following paper :—

From M.R.Ry. P. CHENTSAL RAO PANTULU GARU, Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 15th July 1885, No. 510.

I have the honor to submit my report on the working and results of the Stationery department during the year 1884-85, with the usual statements A to E.

2. The subjoined statement shows the value of the stock at the beginning of the year, that received and issued during the year, and the balance at the end of the year, compared with the results of 1883-84 :—

	1883-84. RS.	1884-85. RS.
Value of stock at the beginning of the year	4,66,716	3,85,582
Value of articles received during the year	4,43,546	4,35,448
Total ...	9,10,262	8,21,030
Value of articles issued during the year	5,24,680	4,95,732
Balance ...	3,85,582	3,25,298

3. The particulars of receipts are given below : —

	1883-84. RS.	1884-85. RS.
1. Value of articles obtained by indent on the Secretary of State	2,76,277	2,82,799
2. Value of articles obtained by indent from Messrs. Baker and Co.	11,274	361
3. Value of Europe articles purchased locally ...	2,134	804
4. Value of French foolscap purchased locally under G.O., dated 20th August 1881, No. 1,523, Financial department	61,795	3,748
5. Value of country articles purchased locally ...	48,661	1,13,016
6. Value of articles obtained from the Superintendent of Stationery, Calcutta	6,300	10,634
7. Value of articles obtained from the Gun Carriage Factory	1,469	2,060
8. Value of articles obtained from other departments .	2,578	227
9. Value of articles returned from officers	4,946	2,299
10. Value of articles issued in excess of the balance shown in the accounts and therefore entered under receipts to square the accounts ...	1,005	...
11. Value of excess in stock-taking (*vide* G.O., dated 13th December 1884, No. 2898, Financial department)	6,948	3,577
12. Adjustments on account of the difference between the rates of prices adopted for issues and receipts, respectively	20,153	14,660
13. Adjustments made with reference to Auditor's report	6	5
14. Value of articles entered in the accounts as issued but again brought to account, as their receipts have not been acknowledged by the officers concerned	...	217
15. Value of portions of damaged paper cut into smaller sizes	...	1,041
Total ...	4,43,546	4,35,448

Item 2.—The decrease under this item is due to the non-receipt of the supplies within the year.

	RS.	A.	P.
1. Levelling books, large ...	87	0	0
2. Surveying books, large ...	67	0	0
3. Snake stone	8	0	0
4. Ink bottles, glass	5	10	6
5. Long cloth	155	0	0
6. Cotton thread, Europe, in balls	34	12	0
7. Douay Testament	72	0	0
8. Roman Catholic prayer books	57	12	0
9. Royal Reader, No. I ...	1	11	0
10. Forbes' Hundustani Grammar	26	7	0
11. Do. do. Manual .	92	7	0
12. Bible with reference, 16 mo., calf	49	0	0
13. Paper tracing, oiled	21	0	0
14. Colors, yellow ochre ...	3	2	0
15. Do. light red	4	6	0
16. Ink and pencil erasers ...	14	1	0
17. Levelling books, large, 200 pages	49	4	0
18. Levelling books, small ...	35	0	0
19. Penny patent with pencils, large	6	2	0
20. Penny patent with pencils, small	14	14	0
Total ...	804	8	6

Item 3.—The European articles purchased locally are noted in the margin. Of these, Nos. 6, 7, 8 and 12 were purchased locally under G.O., dated 25th October 1871, No. 1620. Nos. 10 and 11 are books published in England, but they have always been purchased in India, though I cannot trace the authority under which they have been so purchased. The other articles were purchased to meet emergent requirements.

Item 4.—The decrease under this item is owing to the discontinuance of the use of the French foolscap. The small quantity purchased was contracted for previous to the order discontinuing the paper.

Item 5.—The large increase is due to the purchase in advance of the supply required to meet the indents of 1885-86 (*vide* G.O., dated 25th April 1884, Mis. No. 906, Financial department).

Item 6.—Owing to insufficient stock, printing double foolscap, 24 lb., was obtained from Calcutta.

Item 7.—The increase is attributable to supply having been obtained in advance for 1885-86.

Item 12.—The nature of this item I have explained in my administration report for 1882-83. The large amount entered under this item is due to the difference in the prices of the articles noted below under receipts and issues respectively :—

	Price adopted for issues. RS. A. P.	Price adopted for receipts. RS. A. P.	
Paper, writing, demy, machine-made...	10 7 5	9 5 5	per ream.
Paper, writing, creamlaid, hand-made, 18 lb., De La Rue	17 3 5	13 8 0	,,
Paper, printing, double double pott, thick, 46 lb.	9 2 0	7 10 10	,,
Paper, printing, double double pott, thin, 28 lb.	4 14 6	4 10 11	,,
Paper, printing, medium, 16 lb. ...	3 0 7	2 9 5	,,
Books, levelling, ruled in 9 columns ...	1 13 0	1 2 11	per No.
Colors, yellow ochre	0 7 8	0 5 11	per cake.
Do. gamboge	0 5 5	0 5 4	,,
Do. emerald green	0 6 8	0 5 5	,,
Do. lake	0 15 4	0 10 9	,,
Do. cobalt	1 4 8	0 13 6	,,
Do. sepia	0 14 0	0 10 10	,,
Do. neutral tint	0 7 8	0 5 5	,,
Color saucers, large flat	1 6 5	0 7 4	per No.
Pins, ordinary	0 2 2	0 0 8	per paper.
Cloth, tracing	0 4 6	0 4 2	per yard.
Cloth, long	0 4 1	0 3 1	,,
Bible with reference, 16 mo., with double clasp	2 12 8	0 8 0	per No.

Item 15.—Of the damaged paper ordered to be written off, I have cut portions and brought the useful portions cut into store to be issued hereafter. This item represents the value thereof.

The other items do not call for remark.

4. *Issues.*—The details of issues are given below :—

	1883-84. RS.	1884-85. RS.
1. Value of articles supplied to public offices free of payment	4,89,564	4,16,232
2. Value of articles supplied to public offices on receipt of payment	10,247	9,587
3. Value of deficiency discovered in stock	8,842	3,552
4. Value of papers supplied to book-binders ...	...	14,772
5. Value of surplus paper sent to auctioneers to be sold out in public auction (*vide* G.Os., dated 5th September 1882, Mis. No. 1109, Financial department, and 20th December 1884, Mis. No. 2976, Financial department)	...	47,273
6. Value of damaged paper written off the accounts (*vide* G.O., dated 13th December 1884, No. 2898, Financial department, and G.O., dated 20th December 1884, Mis. No. 2976, Financial department)	12,240	2,355
7. Value of damaged paper sold in public auction (*vide* G.O., 13th December 1884, No. 2898, Financial department)	...	514
9. Adjustments on account of variations of rates ...	661	568
10. Value of the service books of the old form destroyed	149	...
11. Value of damaged service books destroyed as per G.O., dated 13th December 1884, No. 2898, Financial department	...	12
12. Value of articles supplied to the Controller of Military Accounts, Poona	121	..
13. Value of surplus articles sent to the Superintendent of Stationery, Calcutta	2,506	...
14. Value of the surplus articles supplied to the Superintendent, Public Works Stores ...	278	...
15. Value of articles entered as "found surplus" in the previous year's account but written off this year, the credit having been found erroneous	...	867
16. Miscellaneous	72	...
Total ...	5,24,680	4,95,732

Item 1.—It is usual to commence the issue of stationery every year two or three months before its commencement. In doing so a larger supply was made in 1883-84 on account of 1884-85 than the supply made in 1884-85 on account of 1885-86. Hence the decrease in 1884-85.

Item 4.—This is a nominal issue. It appears again under receipts under country articles purchased. It was not usual to show the item separately, but I have thought proper to exhibit it in the accounts to secure correspondence between the figures in the ledger and the report.

Item 9.—I have explained the nature of this item in my last report.
The other items do not call for remark.

5. *Stock on hand at the end of the year.*—I have disposed of most of the surplus articles, and the stock on hand which is shown in paragraph 2 *supra* is not at all excessive.

6. *Substitution of the Country for European Articles.*—The Indian articles substituted for those formerly obtained from England are noted below :—

Europe articles discontinued.	Country articles substituted.	Value of country articles purchased.	
		1883-84.	1884-85.
		RS.	RS.
Ink powder, black	Ink powder, black, manufactured locally.	1,147	2,868
Ink, Morell's registration, black.	David Waldie's black registration ink, Calcutta.	491	229
Ink, printing, black	Amrita Lal Roy's printing ink manufactured at Calcutta.	663	4,233
Penknives	Penknives manufactured by Mr. Johnston, Mawally, Beypore.	203	1,828
Gum arabic	Gum arabic manufactured by Sheruff Ali Badr-ud-dín, Bombay.	...	11
Color saucers and slabs ...	Color saucers manufactured at the Madras School of Arts.	...	33
Ink bottles, delf	Ink bottles, delf-glazed, manufactured at the Madras School of Arts.	104	70
Ink wells	Ink wells, delf-glazed, manufactured at the Madras School of Arts.	174	71
Postage scales with weights ...	Postage scales with weights manufactured by Sunkeralingum Auchari, Dindigul.	...	108
Paste-boards	Paste-boards manufactured by Messrs. Bassack and Co., Calcutta.	...	112
Press blanketting, thick ...	Press blanketting at the Egerton Woollen Mills, Dhariwal, Punjab.	...	113
Printing, royal, thick, 28 lb. ...	Badami, Royal, 28 lb., thick, manufactured by Bally Mills and Co., Calcutta.	...	5,684
Imperial cap	Brown cartridge, super, royal, 40 lb.	...	1,225
White cartridge, royal, 35 lb. ...	Bally paper, No. 13, 20 lb., do.	...	460
Do. do. 45 ,, ...	Bally paper, No. 31, 46 lb., do.	...	1,437
Blotting paper	Blotting paper, 32 lb., do.	...	3,744
	Total ...	2,782	22,226

The saving effected by the purchase of these articles in 1884-85 is estimated at Rs. 6,662. The local purchase of penknives was recommended under a mistaken calculation that the price offered locally was less than the English rate, but I now find that the English rate is lower. The contractor has however since agreed to reduce his price. Arrangements are being made for the purchase of all the printing paper from the Bally Mills from 1886-87. The value of printing paper annually purchased is about 2,00,000 rupees.

7. *Supplemental Indents.*—The number received is shown below :—

	No.
1883-84	180
1884-85	137

8. *Cash Receipts and Charges.*—The subjoined statement shows the cash receipts and charges—

RECEIPTS.			DISBURSEMENTS.		
Items.	1883-84.	1884-85.	Items.	1883-84.	1884-85.
	RS.	RS.		RS.	RS.
1. Proceeds of stationery sold to Government officers	9,216	9,001	1. Purchase of stationery ..	1,19,423	1,04,743
2. Commission realized on the above	337	291	2. Service labels and telegraph message labels.	265	258
3. Sale-proceeds of service books .	1,492	1,443	3. Conveyance of stationery ..	7,803	6,421
4. Do. of waste paper.	2,242	1,744	4. Packing and despatching charges.	1,982	1,606
5. Do. of packing materials.	1,211	1,126	5. Boat-hire and pier toll charges.	756	1,882
6. Obsolete and damaged articles sold by public auction.	747	1,891	6. Freight paid in India on account of stationery stores received from the Secretary of State.	914	1,677
7. Railway charges recovered from officers to whom stationery was issued on payment.	82	30	7. Freight paid in India on account of stationery stores sent to out-stations.	1,360	1,791
8. Sundry receipts	4	..	8. Godown rent	870	1,995
9. Part payment made by the storekeeper on account of the deficiency discovered in stock-taking.	40	120	9. Office contingencies	475	520
			10. Permanent office establishment.	7,459	8,259
			11. Honorarium for taking stock of stationery stores.	150	150
Total cash receipts ..	15,371	15,646	Total cash payments ..	1,41,457	1,29,302
10. Receipts by adjustment on account of supplies made to the Superintendent, Public Works Stores.	278	107	12. Charges by adjustment on account of supplies received from the Gun Carriage Factory.	1,469	1,909
Total ..	15,649	15,753	Total ..	1,42,926	1,31,211

9. The value of stationery purchased shown in the above statement differs from the value of stationery brought to account as shown in paragraph 3 *supra* by Rs. 12,825. The following figures explain the difference :—

	RS.	RS.
Value of stationery brought to account in 1884-85 in paragraph 3 *supra* (3,748 + 1,13,016 + 804) ...		1,17,568
Deduct paper charges given to contractors for book-binding	1,4,772	
Deduct the amount paid by the Controller of Military Accounts in 1884-85	675	
Deduct the amount paid in 1885-86 on account of articles brought to account in 1884-85	2	
		15,449
Remainder ...		1,02,119
Add value of articles paid in 1884-85 on account of articles brought to account in 1883-84	*2,106	
Add value of articles paid to the Superintendent of Government Press for binding service registers ...	518	
		2,624
Total given in the above statement ...		1,04,743
Difference ...		12,825

* In the last year's report this is shown as 2,128. The difference of Rs. 22 has been transferred to despatching charges under instructions from the Accountant-General.

10. The value of stationery sold is given in paragraph 4 as Rs. 9,587, whereas the proceeds of the stationery sold is given in the above statement as Rs. 10,444 (9,001 + 1,443). The following figures explain the difference.

	Rs.	Rs.
Value of stationery and service books sold as shown in paragraph 4		9,587
Deduct value received and adjusted in 1883-84 for articles supplied in 1884-85	344	
Deduct value received and adjusted in 1885-86 for articles supplied in 1884-85	258	
		602
		8,985
Add value received and adjusted in 1884-85 for articles supplied in 1883-84	465	
Add value received and adjusted in 1884-85 for articles supplied in 1885-86	38	
Add value of service books supplied in advance to Collectors, &c.	588	
Increase obtained by adopting the rates of 1882-83 in valuing sale indents before the rates of 1883-84 were known	368	
		1,459
Total ...		10,444

11. The value of supplies made by the Gun Carriage Factory at the close of the year is adjusted in the accounts of the following year. Hence the difference between the amount adjusted and the value of the articles actually received.

12. The value of paper, &c., sent to be sold out in public auction is shown in paragraph 4 as Rs. 47,799 (47,273 + 526). Of this, books worth Rs. 3,600 have not yet been sold and the remainder was sold for Rs. 2,762-11-3, but only a portion of the amount, *i.e.*, Rs. 1,477, were brought to account in 1884-85 and the rest was credited in the accounts of 1885-86.

13. *Building.*—The stationery building has been completed and the stationery stores are in a safe condition.

14. *Consumption of Stationery in the several Offices.*—The indents received for 1885-86 show the quantities actually consumed during 1883-84. They do not however show the entire stationery used in 1883-84, but only the quantities of such articles as were consumed in that year, and are again required in 1885-86. I am therefore unable to give the value of the total stationery expended in each office. I shall request the several officers to show in their future indents the entire quantity of stationery expended in the preceding year, whether all the articles of the kind consumed that year are indented for or not for the coming year. On examining however the consumption in 1883-84 of such articles as are given in the indents, I find great inequalities which I beg leave to notice below.

15. I shall first notice the stationery consumed in the several collectorates, as it is by far the larger portion of stationery issued by me.

Writing Foolscap.—This paper is of three descriptions, *i.e.*, foolscap, hand-made, foolscap, machine-made, and foolscap, creamlaid, white. Their prices vary as shown in the margin. As will be seen from the following table, some Collectors have used paper of the more expensive kind, while others have used the less expensive paper. The inequality in consumption under all the three descriptions of paper is also conspicuous. The Collector of Godávari has spent 1,067 reams, while the Collector of Kistna has spent only 28 reams. The Collector of Ganjam has spent 670 reams, while in the most important collectorate of Tanjore, only 204 reams were spent. In Kurnool 166 reams were spent, while in Bellary only 21 reams were expended. These and the other inequalities indicated in the following table require notice.

	Rate per Ream. Rs. A. P.
Foolscap, hand-made ...	... 9 6 4
Do. machine-made ...	... 5 5 0
Do. cream laid, white	... 1 14 5

Writing Foolscap.

Districts.	Paper, foolscap, hand-made. R. Q. S.	Paper, foolscap, machine-made. R. Q. S.	Paper, foolscap, creamlaid. R. Q. S.	Total foolscap expended in 1883-84. R. Q. S.
Godávari	16 2 0	...	1,051 2 11	1,067 4 11
Ganjam	5 10 0	11 0 0	653 13 4	670 3 4
Tanjore	...	26 1 3	177 9 7	203 10 10
Kurnool	2 0 0	3 9 3	160 12 22	166 2 1
Tinnevelly	6 0 0	16 5 0	122 3 0	144 8 0
Chingleput	6 6 16	12 13 8	89 1 6	108 1 6
Cuddapah	7 3 0	6 17 12	36 0 7	50 0 19
Anantapur	3 12 18	13 5 0	21 7 0	38 4 18
Malabar	16 15 0	17 10 0	...	34 5 0
North Arcot	10 2 0	22 0 0	...	32 2 0
Kistna	19 11 21	...	8 17 22	28 9 19
Bellary	3 0 0	18 4 0	...	21 4 0
Ootacamund	9 10 0	5 0 0	5 5 0	19 15 0
Vizagapatam	7 6 12	...	10 13 18	18 0 6
Nellore	...	4 6 16	10 18 0	15 4 16
South Arcot	2 0 0	13 0 0	...	15 0 0
Coimbatore	3 11 7	7 2 14	2 19 12	13 13 9
Salem	10 3 16	...	0 10 3	10 13 19
Madura	10 10 0	...	...	10 10 0
South Canara	2 19 6	5 18 13	1 3 3	10 0 22
Madras	5 3 6	...	1 14 0	6 17 6
Sea Customs	2 4 15	4 9 5	...	6 13 20
Trichinopoly	2 0 0	3 0 0	1 5 0	6 5 0

Printing Paper.—The various descriptions of printing paper and their sizes and prices are shown in the margin. As in the case of writing foolscap, the consumption of this paper in the several Collectorates is strikingly unequal as will be seen from the following table :—

	Size. Inches.	Rate per ream. Rs. A. P.
Paper, printing, double double pott, thick, 46 lb.	31 × 25	9 2 0
Paper, printing, double double pott, thick, 28 lb.	31 × 25	4 14 6
Paper, printing, double foolscap, 28 lb.	27 × 17	4 14 8
Paper, printing, double foolscap, 16 lb.	27 × 17	2 9 8

Districts.	Paper, printing, double double pott, 46 lb. Reams.	Paper, printing, double double pott, 28 lb. Reams.	Paper, printing, double foolscap, 28 lb. Reams.	Paper, printing, double foolscap, 16 lb. Reams.	Total printing paper reduced to the size of double foolscap. Reams.
South Arcot	450	100	360	1,700	2,989
Tanjore	13	854	338	85	1,879
North Arcot	...	...	781	944	1,725
Salem	...	...	...	1,700	1,700
Cuddapah	24	281	466	415	1,393
Kistna	...	189	538	408	1,263
Trichinopoly	277	78	479	183	1,258
Anantapur	81	306	410	159	1,219
Coimbatore	183	191	297	194	1,119
Madura	130	400	30	62	982
Kurnool	...	104	515	284	973
Bellary	...	111	26	713	925
Chingleput	...	350	167	62	817
Tinnevelly	90	173	90	275	806
Ganjam	...	128	292	241	748
Godávari	...	...	740	...	740
Nellore	122	37	236	198	701
Vizagapatam	...	7	421	155	587
Malabar	5	...	388	...	396
South Canara	28	99	170	9	392
Madras	...	19	99	6	137
Sea Customs	45	...	...	...	75
Ootacamund	15	10	14	12	68

The quantity consumed in South Arcot is enormous, being 200 per cent. in excess of the quantity expended in Madura. The quantity expended in Cuddapah is 50 per cent. more than that expended in Bellary, and that expended in Kistna is 70 per cent. in excess of that spent in Godávari. The quantity spent in Salem is 140 per cent. more than that expended in Nellore, while that spent in Anantapur is more than three times the quantity spent in Malabar. I think that these and the other inequalities indicated in the above statement require investigation.

Ink Powders, Black.—The consumption in each Collectorate is given below. It is altogether inexplicable why 1,600 papers of ink powders were expended in North Arcot, while only 404 were expended in South Arcot, or why 1,462 papers were spent in Anantapur, while in Bellary 100 papers were found sufficient. Nellore spent 414 papers, while Trichinopoly and Tinnevelly spent only 137 and 134 papers, respectively. These inequalities also call for notice.

Ink Powders, Black.

		PAPERS.
1.	Collector of North Arcot	1,600
2.	Do. of Anantapur	1,462
3.	Do. of Tanjore	490
4.	Do. of Ganjam	454
5.	Do. of Nellore	414
6.	Do. of South Arcot	404
7.	Do. of Coimbatore	370
8.	Do. of Malabar	350
9.	Do. of Godávari	347
10.	Do. of Kistna	326
11.	Do. of Chingleput	321
12.	Do. of Kurnool	273
13.	Do. of Cuddapah	234
14.	Do. of Salem	215
15.	Do. of Vizagapatam	210
16.	Do. of Ootacamund	180
17.	Do. of Madura	180
18.	Do. of Sea Customs	168
19.	Do. of Madras	139
20.	Do. of Trichinopoly	137
21.	Do. of Tinnevelly	134
22.	Do. of South Canara	112
23.	Do. of Bellary	100

Red Ink.—As will be seen from the marginal table, the Collector of North Arcot spent 68 oz. against 24 in South Arcot, and the Collector of Vizagapatam expended 66 oz. against 16 in Ganjam. Anantapur spent 42, while Godávari spent 11 and Cuddapah 30 against 10 in Kurnool. Salem spent 28, while Kistna spent 17 only. These differences also require explanation.

	oz.
Collector of North Arcot	68
Do. of Vizagapatam	66½
Do. of Bellary	42
Do. of Anantapur	42
Do. of Tanjore	38
Do. of Cuddapah	30
Do. of Salem	28¾
Do. of Madras	28
Do. of Malabar	27
Do. of South Arcot	24
Do. of Nellore	23
Do. of Ootacamund	20
Collector of Chingleput	20
Do. of South Canara.	17¼
Do. of Kistna	17
Do. of Coimbatore	16½
Do. of Ganjam	16¼
Do. of Tinnevelly	13
Do. of Godávari	11
Do. of Trichinopoly.	10
Do. of Kurnool	9⅓
Do. of Madura	6
Do. of Sea Customs.	3¼

French Foolscap, 1st and 2nd sort.—The consumption in each Collectorate is noted below. The statement is not complete as some Collectors have not given figures under this article, as its use has been ordered to be discontinued; but, so far as it is known, the consumption appears to be very unequal as will be seen from the subjoined statement. The consumption in Nellore, North Arcot, South Arcot, and Tinnevelly is a great deal in excess of that in the other districts.

Districts.	French paper, 1st sort.	French paper, 2nd sort.	Total.
Nellore	805	986	1,791
South Arcot	450	750	1,200
North Arcot	263	842	1,105
Tinnevelly	..	1,086	1,086
Coimbatore	241	534	775
Cuddapah	216	454	670
Vizagapatam	251	344	595
Bellary	6	500	506
Trichinopoly	29	415	444
Kistna	74	336	410
South Canara	...	372	372
Salem	102	138	240
Kurnool	...	172	172
Ootacamund	85	60	145
Malabar	...	46	46
Madras	20	12	32
Sea Customs	9	5	14

Sealing Wax.—The quantity of sealing wax consumed in each Collectorate is given below. The Collector of South Arcot spent 480 lb., while in Tanjore only 177 were expended. In North Arcot 293 were spent, while in Madura only 18 lb. were expended, and Malabar spent 130 against 80 in Kistna. Bellary spent 257, while Kurnool spent only 132, and in Vizagapatam 126 were expended against 88 in Ganjam. These and similar differences call for notice:—

Sealing Wax.

		LB.
1.	Collector of South Arcot	480
2.	Do. of North Arcot	293
3.	Do. of Nellore	266¼
4.	Do. of Bellary	257
5.	Do. of Cuddapah	220¼
6.	Do. of Tanjore	177½
7.	Do. of Anantapur	174
8.	Do. of Tinnevelly	157
9.	Do. of Trichinopoly	139
10.	Do. of Kurnool	132½
11.	Do. of Malabar	130
12.	Do. of Vizagapatam	126
13	Do. of South Canara	117½
14.	Do. of Madras	113½
15.	Do. of Godávari	98¼
16	Do. of Chingleput	89
17.	Do. of Ganjam	88¾
18.	Do. of Kistna	80¼
19.	Do. of Salem	56½
20.	Do. of Ootacamund	53
21.	Do. of Madura	18
22.	Do. of Sea Customs	9¼

Wax Cloth.—As will be seen from the subjoined table, the Collector of Vizagapatam used 558 yards of cloth, while Godávari used only 40 yards. The Collector of North Arcot used 289 yards against 140 in South Arcot, and the Collector of Kurnool 215 yards against 30 in Madura. South Canara spent only 4 yards, while Nellore spent 175 yards. These differences are remarkable:—

		YDS.
1.	Collector of Vizagapatam	558
2.	Do. of North Arcot	289
3.	Do. of Kistna	278
4.	Do. of Kurnool	215
5.	Do. of Nellore	175½
6.	Do. of Ganjam	163
7.	Do. of Chingleput	141
8.	Do. of South Arcot	140
9.	Do. of Anantapur	133

			YDS.
10.	Collector of Bellary	... ...	128
11.	Do.	of Ootacamund	85
12.	Do.	of Trichinopoly	79
13.	Do.	of Malabar	70
14.	Do.	of Cuddapah	60
15.	Do.	of Salem	45
16.	Do.	of Coimbatore	41
17.	Do.	of Godávari	40
18.	Do.	of Madura	30
19.	Do.	of Tinnevelly	24½
20.	Do.	of Tanjore	24
21.	Do.	of Madras	18
22.	Do.	of Sea Customs	5½
23.	Do.	of South Canara	4½

Country Paste Boards.—As in the case of several other articles, the consumption in North Arcot was enormous. This district spent 263 dozens, while in the most important Collectorate of Tanjore only 14 dozens were expended. Likewise in Nellore 63 dozens were expended, while in Bellary only 10 were spent. The consumption in each Collectorate is noted below :—

Country Paste Boards.

			DOZ.	NO.
1.	Collector of North Arcot	... ...	263	5
2.	Do.	of Nellore	63	10
3.	Do.	of South Arcot	58	4
4.	Do.	of Coimbatore	48	2
5.	Do.	of Anantapur	26	8
6.	Do.	of Tinnevelly	24	1
7.	Do.	of Ganjam	14	10
8.	Do.	of Tanjore	14	10
9.	Do.	of Bellary	10	4
10.	Do.	of Cuddapah	8	5
11.	Do.	of Kurnool	8	4
12.	Do.	of Godávari	6	4
13.	Do.	of Chingleput	5	5
14.	Do.	of Madura	4	2
15.	Do.	of Salem	3	4
16.	Do.	of Kistna	2	11
17.	Do.	of Ootacamund	2	4
18.	Do.	of South Canara	1	9
19.	Do.	of Vizagapatam	1	8
20.	Do.	of Madras	1	7
21.	Do.	of Sea Customs	1	...
22.	Do.	of Trichinopoly	...	8

Cotton Twist.—The Collector of Malabar spent 50 lb. and the Collector of Anantapur spent 34 lb., while in no other Collectorate the quantity exceeded 29 lb. The quantity consumed in Anantapur is much in excess of that spent in districts of equal importance.

			LB.
1.	Collector of Malabar	... ...	50
2.	Do.	of Anantapur	34
3.	Do.	of Cuddapah	29¾
4.	Do.	of Bellary	16¼
5.	Do.	of Madura	16
6.	Do.	of Tanjore	15½
7.	Do.	of Tinnevelly	12
8.	Do.	of South Canara	10 1/16
9.	Do.	of Sea Customs	10
10.	Do.	of Godávari	7¾
11.	Do.	of Nellore	5½
12.	Do.	of Coimbatore	5⅛
13.	Do.	of Vizagapatam	5

			LB.
14.	Collector of Ganjam	... ...	4⅝
15.	Do.	of Chingleput	3 9/16
16.	Do.	of South Arcot	3½
17.	Do.	of Kistna	3
18.	Do.	of Trichinopoly	2½
19.	Do.	of Ootacamund	2 21/64
20.	Do.	of Kurnool	2
21.	Do.	of North Arcot	1 23/32
22.	Do.	of Madras	1
23.	Do.	of Salem	...

Europe Thread in Balls.—The quantities consumed in Bellary and Malabar are out of all proportion to those expended in the other districts as will be seen from the following figures :—

			LB.
1.	Collector of Bellary	... ...	62
2.	Do.	of Malabar	45
3.	Do.	of Anantapur	17
4.	Do.	of Madura	15
5.	Do.	of Vizagapatam	5
6.	Do.	of Godávari	4 9/16
7.	Do.	of Chingleput	4 11/32
8.	Do.	of South Canara	4⅕
9.	Do.	of North Arcot	4
10.	Do.	of Kurnool	3
11.	Do.	of Trichinopoly	3
12.	Do.	of Kistna	2½
13.	Do.	of Tinnevelly	2
14.	Do.	of Madras	1 7/32
15.	Do.	of South Arcot	1⅓
16.	Do.	of Ootacamund	1½
17.	Do.	of Coimbatore	1¼
18.	Do.	of Ganjam	1 1/16
19.	Do.	of Nellore	1
20.	Do.	of Tanjore	1
21.	Do.	of Cuddapah	⅜

Twine, Europe, and Twine, Country.—As will be seen from the following figures, the quantity consumed in South Arcot is nearly four times the consumption in North Arcot, and that spent in Madura is only one-fifth of that expended in Tanjore :—

			Twine, Europe.	Twine, country.	Total.
1.	Collector of Tanjore	... ...	...	238½	238½
2.	Do.	of South Arcot	5½	200	205½
3.	Do.	of Cuddapah	5 3/16	145¾	150 15/16
4.	Do.	of Kistna	2 5/64	115½	115 57/64
5.	Do.	of Chingleput	1½	90	91½
6.	Do.	of Salem	¼	82 11/16	82 15/16
7.	Do.	of Trichinopoly	12	60	72
8.	Do.	of Vizagapatam	7/16	67	67 7/16
9.	Do.	of South Canara	2 9/80	64 37/80	66 23/40
10.	Do.	of Anantapur	2¼	62½	64¾
11.	Do.	of Ganjam	25/32	63	63 25/32
12.	Do.	of Malabar	4	58	62
13.	Do.	of North Arcot	4½	51	55½
14.	Do.	of Madura	30	17	47
15.	Do.	of Nellore	1⅛	45⅜	46 7/8
16.	Do.	of Sea Customs	...	38¼	38¼
17.	Do.	of Madras	¼	36⅞	37⅛
18.	Do.	of Kurnool	3 29/32	32 41/32	36 15/32
19.	Do.	of Tinnevelly	1¼	30	31½
20.	Do.	of Bellary	¼	28	28¼
21.	Do.	of Ootacamund	3	15	18
22.	Do.	of Godávari	1 5/16	8¼	9 3/16
23.	Do.	of Coimbatore	5	...	5

Tape, White and Red.—The consumption in each Collectorate is noted below. It will be seen that Nellore spent 247 rolls, while Tanjore expended only 130 and Cuddapah spent 239, while Madura spent only 57. These and the other differences which the following figures disclose call for notice :—

	Broad.	Narrow.	Red.	Total.
1. Collector of Nellore	177	...	70	247
2. Do. of Cuddapah	147	...	92	239
3. Do. of Trichinopoly	70	64	60	194
4. Do. of North Arcot	64	58	57	179
5. Do. of Ganjam ...	50	50	44	144
6. Do. of Madras	47	48	46	141
7. Do. of Chingleput	60	...	80	140
8. Do. of Bellary	68	68	...	136
9. Do. of Anantapur	55	52	23	130
10. Do. of Tanjore	50	50	30	130
11. Do. of Kistna	60	...	49	109
12. Do. of Malabar	50	50	...	100
13. Do. of Tinnevelly	52	33	...	85
14. Do. of Coimbatore	28	28	28	84
15. Do. of Vizagapatam	34	34	12	80
16. Do. of Salem	40	40	...	80
17. Do. of South Arcot	30	30	15	75
18. Do. of Godávari	30	...	43	73
19. Do. of Kurnool	23	23	21	67
20. Do. of Ootacamund	15	15	35	65
21. Do. of Sea Customs	30	30	...	60
22. Do. of Madura	27	...	30	57
23. Do. of South Canara	9	9	9	27

There are differences in the consumption of the other articles of stationery also, but they are not strikingly large.

16. The consumption of stationery in 1883-84 in the District Courts and Courts of District Munsifs subordinate thereto was more satisfactory than in the Collectorates. There are, however, a few inequalities which I notice below.

Demy, Machine-made.—The subjoined statement shows the quantity consumed in each district. It is not clear why in Ganjam 25 reams were expended, while in the comparatively more important district of Madura only 2 reams were spent. The consumption of 15 reams in Trichinopoly against 11 reams in Tanjore, of 12 in North Arcot against 7 in South Arcot, of 8 in Kurnool against 1 in Cuddapah, and of 12 in Vizagapatam against 8½ in Godávari require explanation.

Demy, Machine-made.

	R.	Q.	S.
1. Ganjam	25	13	11
2. Trichinopoly	14	17	12
3. South Canara	13	0	12
4. North Arcot	12	10	0
5. Vizagapatam	12	2	8
6. Tanjore	10	16	0
7. South Malabar	9	0	0
8. Godávari	8	10	0
9. Coimbatore	7	17	0
10. Kurnool	7	16	0
11. Tinnevelly	7	9	4
12. Chingleput	7	2	6
13. South Arcot	6	18	12
14. Bellary	3	7	0
15. Kistna	2	10	0
16. Madura	2	0	0
17. Salem	1	18	0
18. North Malabar	1	17	6
19. Nellore	1	4	0
20. Cuddapah	1	0	0
21. Agent to Governor, Ganjam	0	4	0

Foolscap.—The consumption of different descriptions of foolscap is noted below :—

—	Paper, Foolscap, Hand-made.	Paper, Foolscap, Machine-made.	Paper, Creamlaid, Foolscap.	Total Foolscap.
	RS. QS. S.	RS. QS. S.	RS. QS. S.	RS. QS S.
1. Madura	6 5 22	...	423 13 0	429 18 22
2. Godávari	28 1 18	1 4 0	262 0 15	291 6 9
3. North Arcot	13 7 0	..	228 17 0	242 4 0
4. Cuddapah	...	27 0 0	133 0 0	160 0 0
5. Tinnevelly	16 8 22		128 2 15	144 11 13
6. Tanjore	32 8 16	64 17 8	2 10 0	99 16 0
7. South Malabar	58 0 0	...	...	58 0 0
8. Coimbatore	25 4 12	...	15 0 0	40 4 12
9. North Malabar	13 5 8	26 10 16	0 2 12	39 18 12
10. South Arcot	2 10 12	...	30 1 0	32 11 12
11. Agent to the Governor, Ganjam.	3 7 12	...	23 13 18	27 1 6
12. Kistna	20 0 0	...	5 0 0	25 0 0
13. South Canara	11 8 12	...	9 3 6	20 11 18
14. Trichinopoly	5 11 22	11 3 20	...	16 15 18
15. Chingleput	12 7 12	...	1 15 0	14 2 12
16. Bellary	11 4 18	...	0 9 6	11 14 0
17. Vizagapatam	10 7 21	...	...	10 7 21
18. Salem	3 5 0	5 13 0	..	8 18 0
19. Ganjam	2 10 10	5 0 21	0 13 0	8 4 7
20. Agent to the Governor, Vizagapatam.	2 13 0	1 15 0	2 11 0	6 19 0
21. Kurnool	3 5 12	2 10 12	0 9 12	6 5 12
22. Nellore	1 6 0	0 18 0	...	2 4 0

The consumption of 429 reams in Madura against 100 in Tanjore, of 291 in Godávari against 25 in Kistna, of 242 in North Arcot against 33 in South Arcot, of 160 in Cuddapah against 6 in Kurnool is remarkable. These and the other differences shown by the above statement call for notice.

Black Ink Powders.—As will be seen from the following figures the consumption in Tanjore and North and South Malabar and Trichinopoly is excessive compared with the consumption in the other districts :—

Ink Powder.	PAPERS.
Tanjore	1,998
North Malabar	1,558
South Malabar	850
Trichinopoly	803
Kistna	700
Godávari	647
Ganjam	576
Cuddapah	572
South Arcot	525
Coimbatore	502
North Arcot	484
Chingleput	461
Tinnevelly	419
South Canara	410
Nellore	365
Vizagapatam	361
Madura	332
Bellary	307
Kurnool	223
Salem	215
Agent to the Governor, Vizagapatam	68
Do. do. Ganjam	14

The variations under other articles are not remarkable.

17. I have not noticed the expenditure of stationery in the offices at the presidency and in the other departments, as I have no means of judging whether the expenditure was reasonable or otherwise; but next year I shall compare the expenditure of 1884-85 in each office with that of 1883-84 and bring to the notice of Government any large variations I may discover. But rather than my doing this, I think it would be very useful if each head of the department and independent office is called upon to submit to Government annually a report on the expenditure of stationery in his own office and in each of the offices under his control with any suggestions he may have to offer for any reduction of expenditure. The very fact that a report has to be submitted will ensure greater supervision and tend to economy. Perhaps it would also be useful if each head of the department prescribes the description of the paper that has to be used for each purpose, so that more valuable paper may not be used where inferior paper would answer the purpose as well. At present there seems to be no uniformity of procedure in this respect. I presume a stock account of stationery is maintained in each office, but I get no abstract of it, and am, therefore, unable to say whether all the supplies made by this office are duly brought to account or not. Perhaps it would be useful if the annual report is made to show the supplies received during the year, as well as those expended, and the balance on hand at the end of the year.

ENCLOSURES.

STATEMENT A.

	RS.	A.	P.	RS.	A.	P.
Balance on the 1st April 1884				3,85,582	4	1
Receipts.						
From the Secretary of State for India ...	2,82,798	9	5			
By local purchase of Europe articles ...	804	8	6			
From the Superintendent of Stationery, Calcutta	10,633	8	0			
From Messrs. Baker and Co., London ...	360	15	0			
By ordinary local purchases	1,16,763	10	4			
From the Gun Carriage Factory, Madras.	2,060	8	8			
From other offices	2,525	10	8			
Excess discovered in stock-taking ...	3,577	6	5			
Adjustment on account of variation of rates	14,659	13	7			
Adjustment made with reference to the Auditor's report for 1883-84	5	7	0			
Miscellaneous	1,257	6	9			
				4,35,447	8	4
				8,21,029	12	5
Issues.						
Sales	9,586	13	5			
Papers supplied to book-binders ...	14,772	6	2			
Obsolete articles sold by public auction.	47,272	10	3			
Damaged articles sold by public auction.	2,869	1	6			
Damaged Service books destroyed ...	11	13	10			
Articles issued as samples	37	15	2			
Deficiency discovered in stock-taking ...	3,538	4	9			
Deficiency discovered in the supply received from England	14	5	6			
Issued to Postal, Telegraph, and State Railways	17,750	10	8			
Adjustment on account of variation of rates	568	1	2			
Miscellaneous	866	8	0			
Issued to other public offices	3,98,443	2	0			
				4,95,731	12	5
Balance on the 31st March 1885 ...				3,25,298	0	0

FORM B.

Articles.	Abstract of receipts for the year 1884-85. From Europe. India office.	From Europe. Messrs. Baker and Co.	By purchase in India.	From the Gun Carriage Factory.	Returned into stores by officers, &c.	Total.	Abstract of issues to public officers, &c.	Balance.
	RS.	RS.	RS.	RS.	RS.	RS.	RS.	RS.
Paper, drawing	1,976	..	21	..	21	2,018	5,236	22,245
,, section	1,837	..	..	..	457	2,294	958	2,139
,, lithographic	13	..	..	..	1,030	1,043	52,240	21,045
,, writing	96,192	..	..	..	2,817	99,009	1,09,329	75,508
,, printing	1,28,503	..	10,633	..	11,423	1,50,559	1,77,810	36,224
,, water-marked	3,106	..	..	..	99	3,205	1,213	6,577
,, blotting and marble ..	2,905	..	3,744	..	2	6,651	3,896	4,154
,, country manufactured and French	..	..	57,113	..	470	57,583	68,285	51,270
Bibles and Prayer books	..	..	179	..	244	423	2,369	2,633
Books, levelling, &c	1,769	8	259	..	129	2,165	1,306	1,400
,, blank, leather bound and marble covered.	..	..	17,521	..	33	17,554	10,607	8,712
Colors and drawing materials ..	2,847	..	41	..	350	3,238	3,367	3,060
Cloth, tracing	1,289	..	..	..	1,723	3,012	1,839	1,211
,, waxed, &c.	..	..	4,383	..	100	4,483	3,872	1,685
Hones and strops	385	..	..	..	19	404	233	628
Ink bottles and stands	745	..	76	1,657	72	2,550	2,272	1,804
,, powders, &c.	7,606	..	3,097	..	63	10,766	4,707	7,657
,, printing	220	..	4,233	..	345	4,798	2,089	6,802
Maps and sheets of Indian Atlas..	..	..	..	..	4	4	191	12,357
Parchment	122	..	..	..	16	138	242	446
Pasteboards, &c.	890	1	7,451	..	48	8,390	6,053	3,396
Penknives	18	..	1,828	..	4	1,850	997	963
Pencils	3,254	..	..	..	950	4,204	3,021	2,700
Quills	18,504	..	..	..	11	18,515	7,452	13,134
Rubber	2,018	..	14	..	7	2,039	1,994	1,139
Steel pens and penholders ..	3,884	..	..	..	66	3,950	2,097	2,832
Slates	..	..	..	..	1	1	110	522
Sponges	473	80	..	..	..	553	1,143	2,216
Scissors	73	..	..	..	..	73	303	1,100
Sealing wax	..	..	5,432	..	104	5,536	3,252	2,739
Tape, twine and thread	2,455	..	8,190	..	491	11,136	6,737	5,558
Vellum	401	..	..	..	..	401	226	685
Wafers	37	..	..	..	..	37	24	83
Miscellaneous	1,277	50	3,421	403	882	6,033	5,024	5,608
School books and materials ..	..	222	566	..	45	833	5,238	15,066
Total ..	2,82,799	361	1,28,202	2,060	22,026	4,35,448	4,95,732	3,25,298

FORM C.

ABSTRACT of receipts and issues for each of five years.

Articles.	Receipts. 1880-81.	1881-82.	1882-83.	1883-84.	1884-85.	Issues. 1880-81.	1881-82.	1882-83.	1883-84.	1884-85.
	RS.	RS.	RS.	RS.	RS.	RS.	RS.	RS.	RS.	RS.
Paper, drawing	10,317	10,135	376	2,068	4,312	9,491	3,580	3,844	7,890	6,194
,, lithographic ..	59,949	146	..	86	1,043	9,126	2,344	1,387	3,821	52,240
,, writing	1,63,929	1,02,002	18,190	80,273	99,009	1,08,700	59,462	99,614	1,09,441	1,09,329
,, printing	93,005	1,31,870	3,233	2,02,594	1,50,559	1,11,802	91,284	1,73,802	2,06,897	1,77,810
,, water-marked ..	2,648	1,125	..	50	3,205	1,348	1,633	425	1,039	1,213
,, blotting and marble.	2,883	729	2,255	333	6,651	1,983	1,578	3,193	3,242	3,896
,, country manufactured and French.	84,352	1,01,996	75,009	86,337	57,583	88,217	64,105	76,081	97,600	68,285
Bibles and Prayer books..	16	908	108	479	423	81	1,397	1,280	709	2,369
Books, levelling, &c. ..	495	131	337	315	2,165	621	661	1,150	1,793	1,306
,, blank, leather bound and marble covered.	2,143	813	1,700	2,691	17,554	611	2,856	709	3,765	10,607
Colors and drawing materials.	558	128	316	633	3,238	2,156	767	3,700	3,557	3,367

Abstract of receipts and issues for each of five years—*continued.*

Articles.	Receipts.					Issues.				
	1880-81.	1881-82.	1882-83.	1883-84.	1884-85.	1880-81.	1881-82.	1882-83.	1883-84.	1884-85.
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Cloth, tracing	2,284	1,348	48	450	3,012	1,463	528	1,139	3,681	1,839
,, waxed, &c. ..	3,850	2,268	3,300	4,663	4,483	3,553	2,442	3,040	4,112	3,872
Hones and strops	382	..	244	508	404	289	152	296	279	233
Ink-bottles and stands ..	1,587	3,002	1,671	1,603	2,550	1,291	1,955	1,561	2,557	2,272
,, powders, &c. ..	4,046	729	785	5,535	10,766	1,461	1,723	3,664	6,069	4,707
,, printing	3,620	1,643	1,242	2,456	4,798	2,624	1,907	3,248	2,565	2,089
Maps and sheets of Indian Atlas.	12	..	2	17	4	182	73	177	447	191
Mathematical instruments.	2	..	..	..	..	1,320	..	..	..	..
Parchment	362	180	..	677	138	221	186	190	318	242
Pasteboards, &c.	3,988	3,306	7,033	2,205	8,390	2,850	1,291	11,002	2,102	6,053
Penknives	1,238	66	418	1,067	1,850	704	751	962	1,100	997
Pencils	6,275	2,591	510	4,928	4,204	2,213	3,461	3,938	5,471	3,021
Quills	21,051	10,726	5	7,892	18,515	8,263	6,866	11,894	15,488	7,452
Rubber	1,682	1,016	25	1,833	2,039	831	756	1,151	2,362	1,994
Steel pens and penholders.	2,428	1,425	247	1,851	3,950	1,154	1,440	1,715	2,526	2,097
Slates	181	122	1	2	1	89	227	110	189	110
Sponges	2,084	473	140	2,118	553	934	599	993	1,660	1,143
Scissors	632	73	495	9	73	306	225	481	859	303
Sealing wax	2,370	1,459	1,866	3,954	5,536	2,209	1,543	1,862	3,653	3,252
Tape, twine and thread ..	5,289	4,331	5,260	7,164	11,136	4,974	4,064	5,423	6,961	6,737
Vellum	1,278	566	..	859	401	729	621	490	356	226
Wafers	80	16	..	33	37	38	20	32	42	24
Miscellaneous	33,602	4,565	3,434	5,824	6,033	39,634	7,500	3,213	5,295	5,024
School books and materials.	6,890	5,320	3,187	12,129	833	3,480	3,250	1,562	16,834	5,238
Total ..	5,24,608	3,95,208	1,31,437	4,43,546	4,35,448	4,14,948	2,71,247	4,22,328	5,24,680	4,95,732

FORM D.

Abstract of balances for each of five years.

Articles.	Balances.				
	1880-81.	1881-82.	1882-83.	1883-84.	1884-85.
	Rs.	Rs.	Rs.	Rs.	Rs.
Paper, drawing	21,803	28,358	32,088	26,266	24,384
,, lithographic	63,699	61,501	75,977	72,242	21,045
,, writing	1,35,295	1,77,835	1,14,996	85,828	75,508
,, printing	1,60,314	2,00,900	67,778	63,475	36,224
,, water-marked	5,380	4,872	5,574	4,585	6,577
,, blotting and marble ...	4,742	3,893	4,308	1,399	4,154
,, country manufactured and French.	34,377	72,268	73,235	61,972	51,270
Bibles and Prayer books	5,497	5,008	4,809	4,579	2,633
Books, levelling, &c.	2,711	2,181	2,019	541	1,400
,, blank, leather bound and marble covered.	3,895	1,852	2,929	1,765	8,712
Colors and drawing materials ..	4,416	3,777	6,113	3,189	3,060
Cloth, tracing	2,927	3,747	3,269	38	1,211
,, waxed, &c.	438	264	523	1,074	1,685
Hones and strops	381	229	228	457	628
Ink bottles and stands	975	2,022	24,80	1,526	1,804
,, powders, &c.	5,001	4,007	2,132	1,598	7,657
,, printing	4,927	4,663	4,202	4,093	6,802
Maps and sheets of Indian Atlas ...	5,994	5,921	12,974	12,544	12,357
Parchment	336	330	191	550	446
Pasteboards, &c.	2,569	4,584	956	1,059	3,396
Penknives	1,259	574	143	110	963
Pencils	5,778	4,908	2,060	1,517	2,700
Quills	16,424	20,284	9,667	2,071	13,134
Rubber	1,872	2,132	1,623	1,094	1,139
Steel-pens and penholders ...	2,410	2,395	1,654	979	2,832

Abstract of balances for each of five years—*continued.*

Articles.	Balance.				
	1880-81.	1881-82.	1882-83.	1883-84.	1884-85.
	Rs.	Rs.	Rs.	Rs.	Rs.
Slates	306	201	818	631	522
Sponges	3,716	3,590	2,348	2,806	2,216
Scissors	1,416	1,264	2,180	1,330	1,100
Sealing wax	234	150	154	455	2,739
Tape, twine and thread	846	1,113	956	1,159	5,558
Vellum	554	499	7	510	685
Wafers	97	93	79	70	83
Miscellaneous	17,338	14,403	4,070	4,599	5,608
School books and materials ...	19,030	21,100	24,176	19,471	15,066
Total ...	5,36,957	6,60,918	4,66,716	3,85,582	3,25,298

FORM E.

Statement showing the value of stationery issued to the several departments.

Departments.	Value of stationery issued in		
	1882-83.	1883-84.	1884-85.
	Rs.	Rs.	Rs.
Government Secretariat—	1,211	833	3,137
Public department	1,284	1,344	183
Revenue ,, ...	1,177	481	971
Military ,, ...	1,983	758	1,507
Public Works department			
Judicial—	43,106	48,801	22,533
High Court, District and Sub-Judges ...			
Revenue—	1,30,383	1,92,195	1,39,920
Board of Revenue and Collectors, &c. ...			
Police—	19,614	16,739	13,586
Inspector-General, Commissioner, and Superintendents of Police	1,595	1,728	2,263
Jails	37,748	43,098	34,865
Registration department	632	230	286
Ecclesiastical ,, ...	22,813	32,033	40,558
Public Works ,, ...	1,228	8,622	2,385
Army and Regimental schools	1,44,159	1,67,571	2,23,951
Miscellaneous	15,395	10,247	9,587
Sales			
Total ...	4,22,328	5,24,680	4,95,732

Order—dated 5th August 1885, No. 1158, Financial.

The Stationery office commenced the year 1884-85 with stock on hand to the value of Rs. 3,85,582 as against an opening balance in the previous year of Rs. 4,66,716. The receipts during the year amounted to Rs. 4,35,447 and the issues to Rs. 4,95,732.

The following statement compares the receipts and issues for the past five years :—

	Receipts.	Issues.
	Rs.	Rs.
1880-81	5,24,608	4,14,948
1881-82	3,95,208	2,71,246
1882-83	1,31,437	4,22,328
1883-84	4,33,546	5,24,680
1884-85	4,35,447	4,95,782
Average	3,84,049	4,25,787

It thus appears that while the issues were less than those of the preceding year they exceed the average by Rs. 70,000. The Superintendent should keep in view and notice in future reports, not only the reduction of expenditure already effected by the substitution of country manufactures for imported articles, but also what additional savings may be expected by further changes in this direction. During the year under review the saving thus effected is stated to be Rs. 6,662.

2. The remarks of the Superintendent as to inequalities in the consumption of stationery in various offices where there are no *primâ facie* grounds for such expenditure should receive the careful attention of heads of offices. Strict orders might be given to subordinates prohibiting the use of the more expensive kinds when cheaper stationery would be equally suitable.

3. The Government are not disposed to call for the special reports from heads of offices suggested by the Superintendent at the close of his review, but rely on officers carrying into effect such measures of economy as may be found feasible on a close and constant scrutiny of the requirements of their several offices. With this object it is essential that there should be an annual stock-taking in each office, at some period of the year which may be found most convenient. The results should be recorded on the annual indent in columns specially provided for the purpose. The requisite alterations in the "form" should be drawn up by the Superintendent and submitted for approval. It will be necessary to show—

(1) Balance on hand as per previous stock-taking on
(2) Since received.
(3) Since issued.
(4) Balance as per accounts.
(5) Actual balance as verified by stock-taking.
(6) More.
(7) Less.
(8) Explanation as to cause of difference.

(True Extract.)

Chief Secretary.

To the Superintendent of Stationery.
" Accountant-General.
" Departments of the Secretariat.
" Board of Revenue.
" heads of departments.

Ed. J. Wright.

G.O. 2080 Wal 23/8/84
– 545 R – 28/2/84

No 2040 Wal. 2d Sept 1885

Communicated to
Heads of Offices
Officers of the P. W. Dept.
Office P. W. Secy
for information and for
guidance with reference
and attendance
to paras 2 and 3.
with reference to
paras 2 3

Ed.
25.8.85

27.8.85

Chief Engineer for Irrign
Consg. Engineer for Rys.
Supdg Engineers
Consg. Agent to Govt
Supdg. Engineer
Asst Engr. Works
Exam. P. State accts
Exam. Ry. accts
Exam. Ry. accts Madras State Ry
Engr in Chief
Engr in chief Cuddapah & Nellore
& Bellary Kistna S. Ry

S. 113/8.
6-8-85 2-31-8-85.

Sect 7432

Govt. of {1885} Madras.

FINANCIAL.

20 1C

Issued

Recd. 24/8/85. Encl.

G.O., 5th August 1885, No. 1158.

No. 2040 Wal. 2d Sept 1885

AUGUST.

Stationery.

Reviewing the report on the working results of the Stationery department for 1884-85.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—again G.O., dated 5th August 1885, No. 1158, Financial.

Read—also the following paper:—

From the Superintendent of Stationery, dated Madras, 22nd October 1885, No. 1039.

Order—dated 31st October 1885, No. 1458, Financial.

The following form for recording the results of stationery stock-taking will be substituted for that given in paragraph 3 of G.O., No. 1158, Financial, dated 5th August 1885:—

(1) Balance on hand on 1st April.
(2) Received during the year.
(3) Issued during the year.
(4) Balance as per accounts.
(5) Actual balance as verified by stock-taking.
(6) More.
(7) Less.
(8) Explanation as to cause of difference.

2. The figures in column (4) should show the balance on the date of stock-taking as exhibited in the accounts. They will thus admit of comparison with those in column (5).

(True Extract.)

W. WILSON,
Acting Chief Secretary.

To the Superintendent of Stationery.
„ Accountant-General.
„ Departments of the Secretariat.
„ Board of Revenue.
„ Heads of departments.

Exd. A. Raitt.

Order thereon no: 2754 W d/18. 11. 85

Communicated to officers of the P. W. Deptt for information and guidance in continuation of G.O. no: 2040 W d/2. 9. 85

(Sd.) D. M. C.

Govt. of {1885} Madras.

FINANCIAL.

Issued

Recd. Encl.

G.O., 31st October 1885, No. 1458.

No: 2754 W d/18. 11. 85

OCTOBER.

To.
C. E. for I.
C. E. for Rys
Supt Engrs
Supt of Works Ch. S.
Cons. Ent to Govt.
Engr in chief State Ry Survey
Ex D. N. Rly
Ex Gr. Ry ab
Ex State Ry ab
Supt. M. H. Works.

Stationery.

Prescribing a revised form for recording the results of stock-taking at the Stationery depot.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following papers:—

Proceedings of the Board of Revenue, dated 2nd February 1886, Mis. No. 836.

Read—the following letter from the Superintendent of Stationery, Madras, to the Secretary to the Board of Revenue, dated 14th December 1885, No. 1163:—

With reference to Board's Proceedings, dated 5th February 1883, No. 309, I have the honor to request that the Board will be pleased to obtain the sanction of Government for the alterations therein suggested being made in the indent forms. In their Order, dated 30th October 1877, No. 2623, Financial Department, Government directed that no amendment in the form should be made without the approval of Government.

Resolution—dated 2nd February 1886, Mis. No. 836.

Submitted to Government, with the request that the alteration proposed in Board's Proceedings, dated 5th February 1883, No. 309, may be formally sanctioned.

(True Copy and Extract.)

(Signed) E. S. LAFFAN,
Ag. Sub-Secretary.

To the Secretary to Government, Revenue Department,
with a copy of Board's Proceedings, No. 309, dated 5th February 1883.

Copy to the Superintendent of Stationery.

Enclosure.

Proceedings of the Board of Revenue, dated 5th February 1883, No. 309.

Resolution—dated 5th February 1883, No. 309.

In submitting stationery indents in future, Collectors are requested to alter Column 4 as follows:—

Expenditure during the current year—
(*a*) Actuals up to date of indent.
(*b*) Probable expenditure for the remaining months of the year.

(A true Extract.)

(Signed) E. GIBSON,
Acting Secretary.

To all Collectors.
„ the Commissioner of Salt Revenue.
„ the Superintendent of Stamps.

G.O., Mis. No. 849.

Transferred to the Financial Department.

Fort St. George,
5th *February* 1886.

(Signed) H. A. STUART,
Ag. Under Secy. to Govt.

From H. F. CLOGSTOUN, Esq., Accountant-General, to the Chief Secretary to Government, dated Fort St. George, 11th March 1886, No. 701.

Book Department.

I have the honor, in returning Proceedings of the Board of Revenue forwarded with your endorsement, No. 266 C., dated 11th February 1886, regarding certain alterations in the stationery indent forms, to state that I see no objection to the alterations proposed by the Board of Revenue.

ORDER—dated 30th March 1886, No. 279, Financial.

The proposed alterations in the form of stationery indent are sanctioned.

(True Extract.)

E. F. WEBSTER,
Chief Secretary.

To Departments of the Secretariat.
„ Heads of Departments.

Exd. A. Raitt.

No. 1041 W dy 21 April 1886

Communicated to officers of the P.W. Dept. for information.

Govt. of {1886} Madras.

FINANCIAL.

Issued

Recd. *Encl.*

G.O., 30th March 1886, No. 279.

No. 1041 W dy 21 April 1886

MARCH.

C. E for I
C E for Rys
Supdg Engrs.
Consg Arct to Govt
Engr-in-Chief & Sec. to Govt
Engr S. W Arcts
" Gldn Ry. Arcts
" State Ry. Arcts
Supdt Govt Press

Stationery Indent.

Sanctioning certain proposed alterations in the form of —.

With order

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following papers:—

From M.R.Ry. P. CHENTSAL RAO PANTULU GARU, Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 13th July 1886, No. 851.

I have the honor to submit my annual report on the working and results of the Stationery office for the year 1885-86, with the usual statements A to E.

2. The results of the year, compared with those of 1884-85, are shown below:—

	1884-85. Rs.	1885-86. Rs.
Value of stock at the beginning of the year	3,85,582	3,25,298
Value of articles received during the year	4,35,448	5,55,700
Total ...	8,21,030	8,80,998
Value of articles issued during the year	4,95,732	4,50,374
Balance ...	3,25,298	4,30,624

3. The particulars of receipts are shown below:—

	Rs.	Rs.
1. Value of supplies obtained by indent on the Secretary of State	2,82,799	2,59,008
2. Value of articles obtained from Messrs. Baker and Company, London	361	2,938
3. Value of Europe articles purchased locally ...	804	2,472
4. Value of French foolscap purchased locally under G.O., dated 20th August 1881, Financial Department, No. 1523	3,748	...
5. Value of country articles purchased locally ..	1,13,016	2,66,205
6. Value of supplies obtained from the Superintendent of Stationery, Calcutta	10,634	16,876
7. Value of articles obtained from the Gun Carriage Factory	2,060	1,151
8. Value of articles received from other departments.	227	1,948
9. Value of articles returned by officers	2,299	2,162
10. Value of excess found in stock-taking and brought to account	3,577	2,244
11. Adjustment on account of the difference between the rates of prices adopted for receipts and issues	14,660	459
12. Adjustments made with reference to Auditor's report	5	...
13. Value of articles entered in the accounts as issued but again brought to account, their receipt not having been acknowledged by the officers concerned	217	237
14. Value of portions of damaged paper cut into smaller sizes	1,041	...
Total ...	4,35,448	5,55,700

Item No. 1.—The decrease under this item is due to a portion of the supplies indented for 1885-86 having been received in the previous year, and to the purchase of printing paper in India.

Item No. 2.—The whole of the articles indented for the year 1885-86 was received within that year, whereas the supply for 1884-85 was received partly in that year and partly in 1883-84. Hence the difference.

Item No. 3.—The Europe articles purchased locally are noted in the margin. Of these, No. 4 (long cloth, bleached) was omitted in my indent on the Secretary of State under the impression that cloth of Indian manufacture could be substituted for it, but on my making inquiries I found that no bleached cloth of Indian make could be obtained. The article of English manufacture was therefore purchased by local contract. Snake stone and wall maps of the hemispheres received from Messrs. Baker and Company being too small and not suited to the requirements of the officers who indented for them, larger ones were obtained locally and supplied. All the other articles were purchased locally to meet emergent demands, the supplies from England having been exhausted or not having been received in time.

	Rs.	A.	P.
1. Glass ink bottles	5	8	0
2. Blue lead pencils	115	3	0
3. Pins	13	5	6
4. Long cloth, bleached ...	903	12	0
5. Paper, drawing, continuous, mounted on cloth, 54″ wide.	237	14	0
6. Levelling books, large ...	77	0	0
7. Survey books, large ...	59	0	0
8. Do. small ...	64	12	0
9. Penny's patent books, small.	404	8	0
10. Drawing pencils	6	7	0
11. Gillot's mapping and printing pens	52	8	0
12. Pens, etching	18	0	0
13. Colors	382	7	0
14. Snake stone	21	6	6
15. Ink and pencil erasers ...	4	0	0
16. Ink erasers	1	2	0
17. Drawing pins	8	12	0
18. Tracing cloth	76	0	0
19. Wall map of the Eastern hemisphere	8	7	0
20. Wall map of the Western hemisphere	8	7	0
21. Penknives, double-bladed ...	3	12	0
Total ...	2,472	3	0

Item No. 4.—The issue of French foolscap to public offices having been discontinued, no supply of the same was obtained during the year under review.

Item No. 5.—The increase under this head is owing to the purchase of printing paper from the Bally Mills Company, Calcutta, with reference to G.O., dated 29th July 1885, No. 1130, Financial.

Item No. 6.—The stock of certain articles received from England having been exhausted, supplies were obtained from the Superintendent of Stationery, Calcutta, to meet emergent requisitions, and a portion of the surplus stock of printing paper that was with him was also transferred to this office.

Item No. 7.—The decrease is attributable to a portion of the supply for 1885-86 having been obtained in 1884-85.

Item No. 8—represents the value of service books obtained from the Superintendent of Government Press. A similar supply was not obtained in 1884-85. The figure shown under 1884-85 represents the value of wrapping paper received from the Arsenal, Madras. The other items do not call for remarks.

4. The details of issues are subjoined :—

	1884-85. Rs.	1885-86. Rs.
1. Value of articles supplied to public offices free of payment	4,16,232	4,23,662
2. Value of articles and service books supplied on receipt of payment	9,587	9,627
3. Value of deficiency discovered in stock	3,552	2,361
4. Value of paper supplied to book-binders	14,772	8,209
5. Value of surplus paper sent to auctioneers to be sold out in public auction	47,273	...
6. Value of damaged paper written off the accounts ...	2,355	...
7. Do. do. sold in public auction ...	514	114
8. Adjustments on account of variations of rates ...	568	2,893
9. Value of damaged service books destroyed as per Government order, dated 13th December 1884, No. 2898, Financial Department	12	...
10. Value of surplus articles sent to the Superintendent of Stationery, Calcutta	...	3,508
11. Value of articles entered as "found surplus" in the previous year's account but written off this year, the credit having been found erroneous	867	...
Total ...	4,95,732	4,50,374

Item No. 4.—The expenditure under this head is merely nominal. It appears again under receipts under country articles.

Item No. 8.—The nature of this item has been explained in my report for 1883-84.

The other items do not call for remarks.

5. The subjoined statement shows the value of stationery supplied to each department :—

	1884-85. Rs.	1885-86. Rs.
Board of Revenue, Collectors and Salt Commissioner ...	1,39,920	1,89,660
High Court, District and Sub. Judges	22,533	36,895
Registration Department	34,865	30,085
Public Works Department	40,558	29,940
Superintendent, Government Press	44,091	28,367
Superintendent of Revenue Survey	15,048	14,379
Police Department	13,586	10,811
Postal, Telegraph and State Railway departments ...	17,751	9,782
Forest departments	17,803	7,262
Government Secretariats	5,798	4,992
Other miscellaneous departments	64,279	61,489
Total ...	4,16,232	4,23,662

6. *Stock on hand at the end of the year.*—The value of stock in hand is not more than a year's consumption.

	Rs.
Stock on 31st March 1885	3,25,298
Do. do. 1886	4,30,624
Issues in 1885-86	4,50,374

7. *Substitution of the country for European articles.*—A list of the country articles substituted for those of European manufacture is given below :—

Europe articles.	Country articles substituted.	Value of country articles purchased in 1884-85. Rs.	Value of country articles purchased in 1885-86. Rs.
Ink-powder, black	Ink-powder, black, manufactured locally	2,868	944
Ink, Morell's registration, black.	David Waldie's black registration ink from Calcutta	229	348
Ink, printing, black	Amrita Lal Roy's printing ink manufactured at Calcutta	4,233	...
Penknives	Penknives manufactured by Mr. Johnston, Mamally, Beypore ...	1,828	750
Gum arabic	Gum arabic supplied by Sheruff Alli Buddrudin, Bombay	11	...
Color saucers and slabs	Color saucers manufactured at the Madras School of Arts	33	166
Ink bottles, delf	Ink bottles, delf, glazed, School of Arts	70	289
Ink wells	Ink wells do. do. ...	71	...
Postage scales with weights ...	Postage scales with weights manufactured by Sunkaralingum Achari, Dindigul	108	...
Paste-boards	Paste-boards manufactured by Messrs. Bassack and Company, Calcutta ...	112	113
Press blanketting, thick ...	Press blanketting manufactured at the Egerton Woollen Mills, Dhariwal, Punjab	113	...
Printing royal, thick, 28 lb. ...	Badami, royal, 25 lb., manufactured by Bally Mills Company, Calcutta.	5,684	1,174
Do. thin, 18 lb. ...	Badami, royal, 20 lb., manufactured by Bally Mills Company, Calcutta ...	...	5,767

Europe articles.	Country articles substituted.	Value of country articles purchased in 1884-85.	Value of country articles purchased in 1885-86.
		Rs.	Rs.
Imperial cap	Bally Mills brown cartridge super royal, 40 lb.	1,225	459
White cartridge, royal, 35 lb. ...	Bally Mills white cartridge, 20 lb., No. 13	460	1,418
Do. do. 40 lb. ...	Bally Mills brown cartridge, 46 lb., No. 31	1,437	4,319
Blotting paper	Bally Mills blotting paper, 32 lb. ...	3,744	1,161
White printing papers of different sizes and weights.	Do. white printing paper ...	...	1,88,902
Printing royal buff, 25 lb. ...	Do. printing royal buff, 25 lb.	...	186
Writing papers machine-made, of different sizes and weights.	Do. writing yellow wove papers.	...	5,033
	Total ...	22,226	2,11,029

The saving effected by the purchase of these articles in 1885-86 is estimated at Rs. 15,322—*vide* statement F. Penknives of Indian manufacture not having been found good, their supply has been ordered to be discontinued—*vide* G.O., dated 29th September 1885, No. 1348, Financial Department. English penknives will be obtained hereafter.

8. *Supplemental Indents.*—The number of supplemental indents received during the year under review was only 93 against 137 in 1884-85.

9. *Cash Receipts and Charges.*—

Receipts. Items.	1884-85.	1885-86.	Disbursements. Items.	1884-85.	1885-86.
	Rs.	Rs.		Rs.	Rs.
1. Proceeds of stationery sold to Government officers ..	9,001	7,284	1. Value of stationery purchased	1,04,743	2,59,757
2. Commission realised on the above	291	161	2. Service lables and telegraph message lables	258	382
3. Sale-proceeds of service books.	1,443	1,050	3. Packing and despatching charges—		
4. Do. of waste paper.	1,744	1,961	(*a*) Railway fare ..	6,421	8,362
5. Do. of packing materials	1,126	94	(*b*) Packing and other despatching charges ..	1,606	3,382
6. Obsolete and damaged articles sold by public auction ..	1,891	5,702	4. Boat hire and pier toll charges	1,882	1,974
7. Railway charges recovered from officers to whom stationery was issued on payment ..	30	81	5. Freight paid in India on account of stationery stores received from the Secretary of State	1,677	2,326
8. Sundry receipts	..	51	6. Freight paid in India on account of stationery stores sent to out-stations ..	1,791	1,886
9. Part payment made by the storekeeper on account of the deficiency discovered in stock-taking	120	120	7. Godown rent	1,995	451
			8. Office contingencies ..	520	622
			9. Permanent office establishment	8,259	8,690
			10. Honorarium for taking stock of stationery stores ..	150	150
Total Cash receipts ..	15,646	16,504	Total Cash payments ..	1,29,302	2,87,982
10. Receipts by adjustment on account of supplies made to the Superintendent, Public Works Stores	107	..	11. Charges by adjustment on account of supplies received from the Gun Carriage Factory	1,909	1,045
11. Receipts by adjustment on account of supplies made to the Travancore Government and Berar Administration..	..	2,724			
Total ..	15,753	19,228	Total ..	1,31,211	2,89,027

(1) The amount shown under the head "Purchase of stationery" in the above statement differs from the value of stationery brought to account as shown in paragraph 3 by Rs. 8,920. The following figures explain the difference :—

	Rs.	Rs.
Value of stationery purchased in India and brought to account in 1885-86 in paragraph 3 *supra* (2,472 + 2,66,205)		2,68,677
Deduct the value of paper returned by book-binders, &c.	8,209	
Deduct the amount paid by the Controller of Military Accounts	794	9,003
Remainder ...		2,59,674
Add the value paid in 1885-86 on account of the articles brought to account in 1884-85	2	
Add the value of stationery purchased by the Collector of Nilgiris on account of His Excellency the Commander-in-Chief as per G.O., dated 15th July 1885, No. 1064, F.D.	20	
Add value paid for the purchase of articles by the Superintendent of Government Press for binding service registers	61	83
Total given in the above statement ...		2,59,757
Difference ...		8,920

(2) The increase of charges under items Nos. 3 to 6 is due to the increased quantity of stores received and despatched to out-stations during the year; to the despatch of the printed forms prescribed by the High Court to the several district courts—a work which was not done by this office prior to 1885-86; to the transfer of stores from the rented godowns to the new building constructed in the Stamp office compound, and to the increased rates of contract for conveyance of stores.

(3) The increased establishment sanctioned in G.O., dated 30th July 1884, No. 1753, was in existence throughout the year, while in 1884-85 it existed only for eight months. Hence the increase under the head "Permanent office establishment."

(4) The amount adjusted on account of supplies received from the Gun Carriage Factory is shown in the above statement as Rs. 1,045. This sum includes Rs. 151, the amount adjusted on account of supplies received in 1884-85. Deducting the latter from the former, the amount remaining is only Rs. 894, but the value of the articles received from the Gun Carriage Factory during the year is given in paragraph 3 *supra* as Rs. 1,151. The difference is the value which yet remains to be adjusted.

(5) The value of stationery sold is given in paragraph 4 *supra* as Rs. 9,627, while the proceeds of the stationery sold is shown in the statement of cash receipts as Rs. 11,058 (7,284 + 1,050 + 2,724). The difference is explained by the following figures :—

				Rs.	Rs.
Value shown in paragraph 4					9,627
Deduct value received in 1884-85 for stores supplied in 1885-86				38	
Deduct value recovered in 1886-87 for stores supplied in 1885-86				658	
					696
					8,931
Add value received in 1885-86 for stores supplied in 1884-85.				260	
Add value received in 1885-86 for stores supplied in 1886-87.				1,113	
Add value remitted to this office by the High Court on account of stationery used in despatching certain records to England ...	7	4	0		
Add value of stationery sold by the Collector of Kistna	5	2	5		
Value remitted by the Collector, Malabar, on account of a penknife lost by one of his clerks	0	10	0		
	13	0	5		
					13

	Rs.	Rs.
Add value of service registers sold by Collectors out of those supplied to them free in advance	619	
Add increase obtained by adopting the rates of 1884-85 in valuing sale indents before the rates of 1885-86 were known	122	
		2,127
Total ...		11,058

(6) The proceeds of damaged articles sold by public auction is shown as Rs. 5,702. A large portion of this relates to the articles sent to auction in 1884-85, the sale-proceeds of which were received in 1885-86.

10. With reference to G.O., dated 22nd February 1886, No. 396, Public Department, I beg to state that service registers of the individuals employed in the Stationery office are properly kept up.

11. *Consumption of stationery in the several offices.*—The indents received show the consumption of stationery in 1884-85. I shall first notice the consumption in the several collectorates :—

(1) *Writing paper consisting of Royal Medium, Demy and Foolscap.*—The consumption of each description of paper is given in statement No. 1, from which it will be seen that the larger sizes of paper, which are expensive, are used only in a few districts and not in all. For instance, the larger sizes were not used at all in Tanjore either in 1884-85 or 1883-84. This raises the question whether the use of the larger sizes cannot be altogether dispensed with in the collectorates. Looking at the total quantity of paper used in 1884-85, I find it to be very unequal in the several districts. The paper used in Godávari in 1884-85 is four times that used in Tanjore, and thirty-nine times that used in Kistna; Kurnool has used five times the quantity used in Bellary and Ganjam, six times the quantity used in Madura. Chingleput has used about six times the quantity of Salem and there is a similar increase in Tinnevelly compared with the quantity used in Coimbatore. The consumption in Vizagapatam is also excessive, being ten times more than that used in South Arcot. The subjoined statement shows the total quantity of the English writing paper used in each district in 1883-84 and 1884-85 :—

Quantity of paper used in lb.

	1883-84.	1884-85.
	LB.	LB.
Collector of Godávari	10,750	12,671
Do. of Vizagapatam	215	3,826
Do. of Tanjore	2,160	3,086
Do. of Ganjam	6,829	1,924
Do. of Kurnool	1,709	1,894
Do. of Tinnevelly	1,574	1,126
Do. of Chingleput	285	1,126
Do. of Cuddapah	594	617
Do. of Anantapur	465	540
Do. of Ootacamund	391	430
Do. of Nellore	170	394
Do. of Madras	809	376
Do. of Bellary	315	365
Do. of South Arcot	375	364
Do. of Kistna	424	324
Do. of Madura	165	321
Do. of North Arcot	480	255
Do. of Malabar	549	234
Do. of Salem	160	180
Do. of Coimbatore	195	170
Do. of South Canara	595	135
Do. of Trichinopoly	253	102
Total ..	29,462	30,460

The difference between the consumption of 1883-84 and 1884-85 is conspicuous in the districts of Vizagapatam, Chingleput and Nellore.

(2) *Printing Paper and French Foolscap.*—I combine these two papers as the use of French foolscap has been discontinued, and printing paper is used in its lieu. French paper was used in 1884-85, where there was a stock of it. The several descriptions of paper used in several collectorates is given in statement No. I, of which the following is the abstract:—

	Total quantity of Printing paper used in lb.		Quantity of French foolscap used in reams.	
	1883-84.	1884-85.	1883-84.	1884-85.
	LB.	LB.	REAMS.	REAMS.
Collector of South Arcot	60,780	42,484	1,200	436
Do. of Cuddapah	28,660	34,678	670	689
Do. of Tanjore	25,334	34,136	...	...
Do. of Anantapur	26,318	33,486	...	...
Do. of Malabar	874	32,458	46	1,130
Do. of Coimbatore	25,186	28,462	775	694
Do. of Madura	19,012	28,000	...	...
Do. of Kistna	26,884	27,724	410	413
Do. of North Arcot	36,972	24,436	1,105	1,049
Do of Kurnool	21,876	23,232	172	...
Do. of Tinnevelly	15,904	23,120	1,086	1,126
Do. of Salem	27,200	19,888	240	...
Do. of Bellary	15,244	22,739	506	...
Do. of Trichinopoly	31,266	19,700	444	450
Do. of Vizagapatam	14,464	18,904	595	...
Do. of Chingleput	15,468	17,620	...	...
Do. of Godávari	20,720	17,080	...	...
Do. of Nellore	17,796	15,940	1,791	1,527
Do. of Ganjam	15,616	12,112	...	...
Do. of South Canara	9,454	10,685	372	346
Do. of Madras	3,400	3,074	32	14
Do. of Nilgiris	1,554	1,714	145	160

The inequalities of consumption of this paper are not so great as they are under the head of "Writing paper," but there are some which call for notice. In South Arcot more paper has been used than that used in any other collectorate and it is 50 per cent. more than that used in Madura. In Kistna the paper used is 62 per cent. more than that used in Godávari, and there is an increase of 55 per cent. in Vizagapatam compared with the consumption in Ganjam. The consumption in Cuddapah is 50 per cent. more than that of Bellary and there is a similar increase in Anantapur.

(3) *Country Paper.*—This consists partly of the paper manufactured in Madras, and partly of the paper manufactured at the Bally Mills. This is used chiefly for covers. The subjoined statement shows the consumption in each collectorate during 1883-84 and 1884-85. The quantities used in Salem, South Arcot and North Arcot appear excessive compared with the quantities used in the other districts :—

	1883-84.	1884-85.
	REAMS.	REAMS.
Collector of Tanjore	161	182
Do. of Salem	188	164
Do. of North Arcot	246	144
Do. of South Arcot	180	127
Do. of Tinnevelly	102	95
Do. of Nellore	67	90
Do. of Godávari	102	89
Do. of Kistna	37	86
Do. of Vizagapatam	82	85
Do. of Madura	8	80
Do. of Chingleput	55	72
Do. of Kurnool	56	64
Do. of Trichinopoly	58	63
Do. of Ganjam	70	62
Do. of Cuddapah	51	47

	1883-84. REAMS.	1884-85. REAMS.
Collector of Bellary	51	46
Do. of Malabar	35	38
Do. of Coimbatore	18	28
Do. of Anantapur	62	26
Do. of Madras	15	18
Do. of Nilgiris	31	17
Do. of South Canara	17	13

(4) *Ink Powders, Black.*—The number of papers used in each collectorate is shown below. The districts in which the article seems to have been used excessively are Godávari and Bellary. In the former district 1,884 papers were used in 1884-85, against 347 in 1883-84 and against 480 in the most important district of Tanjore. The consumption in Bellary in 1884-85 is twelve times that of 1883-84, and five times the quantity used in Cuddapah. The consumption in North Arcot in 1884-85 was much less than in 1883-84, but still excessive, being a great deal more than that used in South Arcot:—

	1883-84. PAPERS.	1884-85. PAPERS.
Collector of Godávari	347	1,884
Do. of Bellary	100	1,230
Do. of North Arcot	1,600	688
Do. of Ganjam	454	505
Do. of Tanjore	490	480
Do. of Nilgiris	180	456
Do. of Nellore	414	404
Do. of South Arcot	404	378
Do. of Malabar	350	371
Do. of Chingleput	321	349
Do. of Coimbatore	370	348
Do. of Kistna	326	296
Do. of Kurnool	273	238
Do. of Cuddapah	234	236
Do. of Vizagapatam	210	228
Do. of Anantapur	1,462	216
Do. of Salem	215	216
Do. of Madura	180	170
Do. of Madras	139	152
Do. of Trichinopoly	137	137
Do. of South Canara	112	132
Do. of Tinnevelly	134	109

(5) *Ink Powders, Red.*—The subjoined statement shows the consumption in each collectorate. The consumption in Godávari and Vizagapatam is out of all proportion to the consumption in the other districts:—

	1883-84. OZ.	1884-85. OZ.
Collector of Godávari	11	228¼
Do. of Vizagapatam	66⅓	103⅓
Do. of Anantapur	42	65
Do. of North Arcot	68	50
Do. of Bellary	42	48
Do. of Nellore	23	47
Do. of Cuddapah	30	30¾
Do. of Madras	28	27½
Do. of Coimbatore	16½	25½
Do. of Chingleput	20	25
Do. of Tanjore	38	22
Do. of Ganjam	16¼	20
Do. of Malabar	27	20
Do. of Nilgiris	20	18
Do. of South Arcot	24	16½
Do. of Salem	28¾	16½
Do. of South Canara	17½	15⅙
Do. of Kurnool	9½	13¾
Do. of Tinnevelly	13	13
Do. of Trichinopoly	10	10½
Do. of Kistna	17	10
Do. of Madura	6	8¼

(6). *Sealing-wax.*—As will be seen from the following figures, 431 lb. were used in South Arcot while the quantity used in the most important district of Tanjore was only 215. The fact that only 16 lb. were used in Madura, and 30 in Salem shows that in the other districts the consumption might be considerably reduced by the larger use of gum instead of sealing-wax:—

	1883-84. LB.	1884-85. LB.
Collector of South Arcot	480	431
Do. of North Arcot	293	281
Do. of Bellary	257	265
Do. of Nellore	266¼	259⅕
Do. of Cuddapah	220¼	231⅝
Do. of Tanjore	177½	215½
Do. of Malabar	130	135
Do. of Vizagapatam	126	134⅓
Do. of Ganjam	88²³/₆₄	126⁵/₁₆
Do. of Kurnool	132½	119
Do. of Kistna	80¼	118
Do. of South Canara	117½	117¼
Do. of Madras	113¹¹/₁₂	117
Do. of Anantapur	174	113¾
Do. of Tinnevelly	157	103
Do. of Godávari	98¼	101
Do. of Trichinopoly	139	93
Do. of Chingleput	89	92¾
Do. of Salem	56½	30
Do. of Nilgiris	53	29
Do. of Madura	18	16

(7) *Wax-cloth, Twine and Tape.*—The subjoined statement shows the consumption of these articles in each district. The number of tape rolls used in Nellore in excessive, being more than those used in any other district and so is the quantity of twine used in Tanjore. The quantities of wax-cloth used in the several districts, especially in Bellary and Nellore, seem to be excessive, being considerably in excess of the quantities used in the most wet districts of Malabar and South Canara:—

	Tape.		Twine.		Wax-cloth.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
	ROLLS.	ROLLS.	LB.	LB.	YDS.	YDS
Collector of Nellore	247	257	47	59	175	235
Do. of Bellary	136	159	28	64	128	268
Do. of Chingleput	140	147	91	94	141	125
Do. of Anantapur	130	132	65	65	133	165
Do. of Ganjam	144	124	64	63	163	170
Do. of North Arcot	179	120	55	42	289	120
Do. of Tanjore	130	114	138	328	24	26
Do. of Cuddapah	239	114	151	170	60	87
Do. of Tinnevelly	85	104	31	31	24½	26
Do. of Madras	141	101	37	36	18	19
Do. of Salem	80	98	83	20	45	70
Do. of Godávari	73	93	9	5	40	28
Do. of Coimbatore	84	88	5	87	41	53
Do. of Kistna	109	82	116	95	278	210
Do. of Trichinopoly	194	80	72	52	79	77
Do. of Vizagapatam	80	72	67	91	69¾	64
Do. of Malabar	100	72	62	85	70	8
Do. of Nilgiris	65	70	18	22	85	78
Do. of South Arcot	75	69	205	180	140	140
Do. of Madura	57	62	47	47	30	50
Do. of Kurnool	67	52	36	69	215	161
Do. of South Canara	27	28½	67	45	4½	10

(8) The other articles do not call for notice.

(9) I shall next notice the consumption of stationery in the district courts and the courts of district munsifs.

(10) The subjoined statement shows the quantities used in the courts in each district :—

Districts.	Writing paper in lb.		Printing paper in lb.		French foolscap in reams.		Country paper in reams.		Ink powder, papers.		Wax-cloth, yds.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
Godávari	3,271	4,508	600	2,700	..	..	..	29	647	649	10½	13½
Madura	4,378	3,554	..	..	..	..	17	29	332	437	20	20
Vizagapatam	506	2,912	..	28	246	..	11	13	361	449	10	15
South Malabar	1,120	2,048	..	4,648	..	..	5	6	850	1,000	250	300
North Arcot	2,797	1,994	28	28	..	..	158	152	484	462	13	29
Tinnevelly	1,722	1,807	280	952	..	..	13	19	419	436	37	76
Tanjore	1,749	1,276	720	16,072	632	..	240	241	1,998	1,614	80	16
Salem	233	1,193	84	784	2	..	106	70	215	252	32	8
South Canara	567	673	..	28	3	..	8	5	410	393	68	48
Trichinopoly	615	670	28	28	143	180	78	98	803	985	13½	20½
Chingleput	368	614	112	196	174	179	46	69	461	587	25	41
Agent, Ganjam	285	605	238	168	..	..	8	10	14	24	7	8
Coimbatore	717	557	1,120	2,268	76	..	4	..	502	418	22½	13
Ganjam	754	494	..	56	60	..	7	9	576	299	45½	34
North Malabar	648	453	..	..	435	421	4	5	1,558	725	77	61½
Kistna	15	398	..	7,048	210	..	1	26	700	800	40	40
Bellary	231	369	..	28	..	110	113	20	307	256	8½	28
South Arcot	513	174	84	..	90	112	101	96	525	503	18	9½
Nellore	54	153*	..	156	..	..	18	13	365	471	4	16
Cuddapah	1,759	151	28	..	100	..	28	25	572	429	16	11
Kurnool	282	140	308	756	5	..	3	2	223	195	30	21
Agent, Vizagapatam	105	75	274	106	..	52	10	7	68	48	16	17

(11) The writing paper used in Godávari seems to be excessive, it being considerably more than that used in any other district. The difference between the consumption of writing paper in North Arcot and South Arcot is also striking, and so is the difference between Ganjam and Vizagapatam. The variations in the consumption of printing paper indicate that for the same purpose different papers are used in different courts. The ink powders used in Tanjore and North Malabar are considerably in excess of those used in the other districts. The difference in the quantity of wax-cloth used in North Malabar and South Malabar is striking and the quantity used in the latter certainly seems to be excessive. The quantity consumed in the whole collectorate of Malabar was only 8 yards, while the quantity used by the district court of South Malabar alone is 300 yards.

(12) The subjoined statement shows the consumption of the chief articles of stationery in the courts of subordinate judges :—

Name of the court.	English writing paper.		Printing paper.		Country paper.		Black ink powder.		Sealing wax.		Tape.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
	LB.	LB.	LB.	LB.	REAMS.	REAMS.	PAPERS.	PAPERS.	LB.	LB.	ROLLS.	ROLLS.
Calicut	695	695	..	..	1	1	96	96	5	4	8	7
Negapatam	652	490	..	..	14	20	36	33	3½	4½	40	32
Tellicherry	394	459	..	..	2	2	137	135	4	2	3	..
Madura, West	479	339	..	..	3	3	60	78	4	6	10	12
Tadpatri	514	246	168	112	4	3	50	36	10	7	30	24
Tinnevelly	169	199	..	28	6	5	60	66	½	2½	36	39
Tanjore	177	184½	280	280	17	17½	150	165	4	5	20	30
Mangalore	48	150	..	..	2	1½	56	64	6	5	8	5
Pálghat	133	130½	..	28	5	13	36	36	4	5	9	19
Nilgiris	127	130	196	224	2	2	30	36	2	2	31	39
Madura, East	115	118	..	..	2	2	50	48	6	6	12	14
Cocanada	69	78	..	..	39	44½	174	171	4½	4	31	38
Kumbakónam	293	74	..	..	43	21	186	258	5¼	6	27	51
Cochin	109	62	112	140	1	½	46	30	2	2	6	6
Ellore	63	24	224	56	23½	3	74	52	2½	1½	15	2

13. I do not know the importance of the several courts, but it is noteworthy that the quantity of writing paper used in the several courts varies from 24 to 695 lb., and the printing paper from *nil* to 280 lb. I also note that a court (Calicut), that used 695 lb. of writing paper, used only 96 papers of black ink powder, while a court (Kumbakónam), which used only 74 reams of paper, used 258 papers of ink. Again, Cocanada, which used only 78 lb. of paper, consumed 171 papers of ink, while Negapatam, which used 490 lb. of paper, spent only 33 papers of ink. The tape rolls used in Tinnevelly is excessive compared with those used in Calicut.

14. The subjoined statement shows the consumption of the chief articles of stationery in the offices of the District Superintendents of Police :—

—	Writing paper.		Printing paper.		French Foolscap.		Tape.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
	LB.	LB.	LB.	LB.	REAMS.	REAMS.	ROLLS.	ROLLS.
Nellore	97	2,298	..	..	214	..	47	53
Cuddapah	1,531	1,516	..	..	..	..	40	40
Malabar	1,442	1,507	..	..	..	..	16	20
Godávari	46	1,357	70	28	..	..	27	15
Coimbatore	66	1,266	685	196	107	..	26	25
Kurnool	35	1,260	..	28	105	..	6	7
Madura	56	1,260	112	140	100	..	9	..
Vizagapatam	31	1,248	..	23	111	..	22	20
South Arcot	78	1,211	..	..	106	..	10	3
Salem	41	1,147	262	128	105½	..	43	45
Tinnevelly	123½	1,136	..	140	149	..	16	16
Kistna	75	1,125	..	..	98½	104	..	11
Trichinopoly	115	1,081	..	..	101	..	8	12
Tanjore	88½	1,031	..	..	90	..	25	12
Jeypore	30	1,025	..	56	39	..	7	9
Chingleput	97½	901	..	..	85	..	13	27
Bellary	56	818½	14	28	3	..	2	10
Ganjam	15	123	..	..	13	143	56	27
North Arcot	191	111	44	188	163	161	31	27
South Canara	15	70	28	1,036	51	..	12	4
Anantapur	55	55	..	84	2	..	15	10

15. The quantity of writing-paper consumed in the district of Nellore is out of all proportion to that used in the other districts, and the difference in the quantities used in North Arcot and South Arcot is remarkable, so is also the difference between the quantities used in Vizagapatam and Ganjam.

The quantity of printing paper used in South Canara in 1884-85 is much in excess of that used in 1883-84. The number of tape bundles used in Nellore is more than that used in any other district, and the difference in the quantities used in North Arcot and South Arcot is striking. Cuddapah used 40, while Bellary used only 10 ; and Salem used 45, while Malabar used only 20.

16. The chief articles of stationery consumed by the Superintending Engineers and the officers under their control are given below. There are large inequalities in consumption, but I am not in a position to state whether they are justifiable by the amount of work performed in each circle or not :—

Circles.	Writing paper.		Printing paper.		Country paper including Bally paper.		Drawing paper.		Section paper.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
1	2	3	4	5	6	7	8	9	10	11
	LB.	LB.	LB.	LB.	REAMS.	REAMS.	QRS.	QRS.	QRS.	QRS.
I Circle	2,443	4,739	3,856	396	51	337	55	31	6	11
II do.	1,734	1,096	3,303	410	40	102	27	29	11	12
III do.	1,374	631	1,592	364	20	42	22	6	5	7
IV do.	1,424	* ..	487	* ..	64	* ..	50	* ..	9	* ..
V do.	2,496	3,139	1,116	1,262	100	111	17	25	9	9
VI do.	748	1,049	..	1,872	80	140	..	12	8	33

* Figures not available.

Circles.	Black ink powder.		Fuchsine.		Wax-cloth.		Tape.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
	12	13	14	15	16	17	18	19
I Circle	PAPERS.	PAPERS.	OZS.	OZS.	YDS.	YDS.	ROLLS.	ROLLS.
II do.	1,071	1,301	201	296	232	272	159	160
III do.	542	714	33	43½	43	128	176	157
IV do.	499	292	49	28	110	55	120	11
V do.	439	*..	78	*..	15	*..	96	*..
VI do.	530	694	36	52½	125	212	218	278
	315	405	24	44	118	135	143	231

* Figures not available.

17. The subjoined statement shows the consumption of chief articles of stationery by the principal officers at the Presidency and the Forest and the Commissariat Departments :—

—	Writing paper.		Printing paper.		Country and Bally paper.		Black ink powder.		Tape.	
	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.	1883-84.	1884-85.
	LB.	LB.	LB.	LB.	REAMS.	REAMS.	PAPERS.	PAPERS.	ROLLS.	ROLLS.
Board of Revenue ..	1,344	1,634	75,760	77,680	44	170	400	500	850	850
High Court (both Original and Appellate Sides) ..	2,124	2,441	22	7,848	42	47	608	500	656	690
Accountant-General, including Paper Currency Department ..	*..	3,760	*..	4,575	*..	29	*..	416	*..	184
Director of Revenue Settlement, including Irrigation Accounts ..	985	524	4,184	8,356	87	126	338	564	61	60
Commissioner of Salt and Abkári Revenue ..	2,664	3,156	18,739	35,463	202	225	912	1,176	252	324
Inspector-General of Police	264	252	20,728	27,573	19	21	65	61	35	38
Postmaster-General, including Presidency Post Office and Dead Letter Office	634	783	2,042	1,261	266	216	358	351	60	95
Director of Public Instruction	528	1,632	3,500	3,374	31	41	50	50	50	60
Superintendent, Government Press	..	..	170,616	148,650	121	183	312	336	6	6
Forest Department ..	3,207	6,867	21,668	21,857	524	500	862	1,238	261	405
Commissariat Department.	5,012	6,801	9,218	10,598	147	201	950	1,211	101	170

* Figures not given.

18. The quantity of writing paper used by the Forest Department in 1884-85 is much in excess of that used in 1883-84. There is an increase in the quantity of the printing paper used by the High Court, but that appears to be due to the district forms being printed by the High Court at Madras. The printing paper used by the Commissioner of Salt and the Inspector-General of Police in 1884-85 is also considerably in excess of that used in 1883-84.

19. In the above statements, I have not noticed the consumption of stationery in small offices and of such articles as are supplied on a fixed scale; for instance, quills are supplied with reference to the number of the hands in each office, and there is no use in examining the consumption of such articles.

20. The inequalities and differences I have pointed out in the above statements may not be of much importance in themselves, but they conclusively show that there is yet room for improvement in the expenditure of stationery.

Enclosures.

STATEMENT A.

		RS.	A.	P.
Balance on the 1st April 1885 ...			3,25,298	0 0
Receipts.				
From the Secretary of State for India ...	2,59,008	7	11	
From Messrs. Baker and Co., London ...	2,937	9	0	
By local purchase of Europe articles ...	2,472	3	0	
By purchase of country articles	2,66,204	12	11	
From the Superintendent of Stationery, Calcutta	16,876	1	2	
From the Superintendent, Gun Carriage Factory, Madras	1,150	8	7	
From other offices...	4,109	8	0	
Excess discovered in stock-taking ...	2,244	6	1	
Adjustment on account of variation of rates	459	3	7	
Miscellaneous	237	3	0	
			5,55,699	15 3
Total ...			8,80,997	15 3
Issues.				
Sales	9,626	13	1	
Paper supplied to book-binders	8,209	1	7	
Damaged articles sold by public auction.	113	9	0	
Deficiency discovered in stock-taking ..	2,360	14	11	
Adjustment on account of variation of rates	2,893	5	0	
Articles supplied as samples	134	13	11	
Paper supplied to the Superintendent of Stationery, Calcutta	3,508	6	2	
Issues to Postal, Telegraph and State Railway Departments...	9,781	9	4	
Issues to other public offices	4,13,744	15	9	
			4,50,373	8 9
Balance on the 31st March 1886 ...			4,30,624	6 6

FORM B.

Articles.	Abstract of receipts for the year 1885-86.						Abstract of issues to public officers, &c.	Balance.
	From Europe.		By purchase in India.	From the Gun Carriage Factory.	Returned into stores by officers, &c.	Total.		
	India Office.	Messrs. Baker and Co.						
	RS.	RS.	RS.	RS.	RS.	RS.	RS.	RS.
Paper, drawing	411	38	238	..	760	1,447	7,262	16,430
,, section	923	..	..	..	25	948	965	2,122
,, lithographic	..	64	..	..	3	67	8,907	12,205
,, writing	1,26,020	..	..	..	9,221	1,35,241	1,08,247	1,02,502
,, printing	1,23,839	118	1,89,088	..	8,385	3,21,430	1,81,903	1,75,751
,, watermarked	..	..	..	..	..	..	2,937	3,640
,, blotting and marble ..	..	..	1,161	..	9	1,170	3,399	1,925
,, country-manufactured and ,, French	..	..	42,696	..	1,029	43,635	57,432	37,473
Bibles and Prayer-books	..	..	..	..	..	..	324	2,309
Books, levelling, &c., ...	..	15	605	..	151	771	1,899	272
,, blank, leather bound and marble covered	..	..	9,479	..	20	9,499	9,885	8,326
Colors and drawing materials ..	1,395	280	549	..	592	2,816	4,170	1,706
Cloth tracing	..	15	76	..	354	445	1,385	271
,, waxed, &c.	..	..	2,787	..	33	2,820	3,073	1,432
Hones and strops	83	..	..	..	..	83	260	451

FORM B—(*continued*).

Articles.	Abstract of receipts for the year 1885-86. From Europe. India Office.	Messrs. Baker and Co.	By purchase in India.	From the Gun Carriage Factory.	Returned into stores by officers, &c.	Total.	Abstract of issues to public officers, &c.	Balance.
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Ink bottles and stands	163	..	294	732	3	1,192	2,093	903
,, powders, &c.	1,952	..	1,292	..	11	3,255	6,294	4,618
,, printing	..	11	..	..	156	167	2,549	4,420
Maps and sheets of Indian atlas ..	..	..	..	..	12	12	636	11,733
Parchment	..	..	..	..	..	..	271	175
Paste-boards, &c.	..	28	11,222	..	113	11,363	7,688	7,071
Penknives	32	..	754	..	..	786	1,347	402
Pencils	572	31	122	..	542	1,267	2,783	1,184
Quills	548	..	..	..	4	552	11,985	1,701
Rubber	692	11	5	..	4	712	1,736	115
Steel pens and penholders ..	..	8	70	..	73	151	2,103	880
Slates	..	..	..	..	..	..	107	415
Sponges	628	70	..	..	85	783	1,507	1,492
Scissors	..	..	..	..	..	..	267	833
Sealing-wax	..	..	1,814	..	1	1,815	3,585	969
Tape, twine and thread ..	1,750	..	4,409	..	252	6,411	7,003	4,966
Vellum	..	..	..	..	13	13	212	486
Wafers	..	..	..	..	..	..	37	46
Miscellaneous	..	69	1,296	419	2,039	3,823	4,297	5,134
School books and materials ..	..	2,180	810	..	36	3,026	1,826	16,266
Total ..	2,59,008	2,938	2,68,677	1,151	23,926	5,55,700	4,50,374	4,30,624

FORM C.

Abstract of receipts and issues for each of five years.

Articles.	Receipts. 1881-82.	1882-83.	1883-84.	1884-85.	1885-86.	Issues. 1881-82.	1882-83.	1883-84.	1884-85.	1885-86
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
Paper, drawing	10,135	376	2,068	4,312	2,395	3,580	3,844	7,890	6,194	8,227
,, lithographic ..	146	..	86	1,043	67	2,344	1,387	3,821	52,240	8,907
,, writing	1,02,002	18,190	80,273	99,009	1,35,241	59,462	99,614	1,09,441	1,09,329	1,08,247
,, printing	1,31,870	3,233	2,02,594	1,50,559	3,21,430	91,284	1,73,802	2,06,897	1,77,810	1,81,903
,, watermarked ..	1,125	..	50	3,205	..	1,633	425	1,039	1,213	2,937
,, blotting and marble	729	2,255	333	6,651	1,170	1,578	3,193	3,242	3,896	3,399
,, country manufactured and French	1,01,996	75,009	86,337	57,583	43,635	64,105	75,081	97,600	68,285	57,432
Bibles and Prayer books ..	908	108	479	423	..	1,397	1,280	709	2,369	324
Books, levelling, &c. ..	131	337	315	2,165	771	661	1,150	1,793	1,306	1,899
,, blank, leather bound and marble covered	813	1,700	2,601	17,554	9,499	2,856	709	3,765	10,607	9,885
Colors and drawing materials	128	316	633	3,238	2,816	767	3,700	3,557	3,367	4,170
Cloth, tracing	1,348	48	450	3,012	445	528	1,139	3,681	1,839	1,385
,, waxed, &c. ..	2,268	3,300	4,663	4,483	2,820	2,442	3,040	4,112	3,872	3,073
Hones and strops	..	244	508	404	83	152	296	279	233	260
Ink bottles and stands ..	3,002	1,671	1,603	2,550	1,192	1,955	1,561	2,557	2,272	2,093
,, powder, &c. ..	729	785	5,535	10,766	3,255	1,723	3,664	6,069	4,707	6,294
,, printing	1,643	1,242	2,456	4,798	167	1,907	3,248	2,565	2,089	2,549
Maps and sheets of Indian atlas	..	2	17	4	12	73	177	447	191	636
Mathematical instruments.	..	..	..	..	..	..	..	..	..	..
Parchment	180	..	677	138	..	186	190	318	242	271
Paste-boards, &c. ..	3,306	7,033	2,205	8,390	11,363	1,291	11,002	2,102	6,053	7,688
Penknives	66	418	1,067	1,850	786	751	962	1,100	997	1,347
Pencils	2,591	510	4,928	4,204	1,267	3,461	3,938	5,471	3,021	2,783
Quills	10,726	5	7,892	18,515	552	6,866	11,894	15,488	7,452	11,985
Rubber	1,016	25	1,833	2,039	712	756	1,151	2,362	1,994	1,736
Steel pens and penholders.	1,425	247	1,851	3,950	151	1,440	1,715	2,526	2,097	2,103

Abstract of receipts and issues for each of five years—*continued*.

Articles.	Receipts. 1881-82.	1882-83.	1883-84.	1884-85.	1885-86.	Issues. 1881-82.	1882-83.	1883-84.	1884-85.	1885-86.
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Slates	122	1	2	1	..	227	110	189	110	107
Sponges	473	140	2,118	553	783	599	993	1,660	1,143	1,507
Scissors	73	495	9	73	..	225	481	859	303	267
Sealing-wax	1,459	1,866	3,954	5,536	1,815	1,543	1,862	3,653	3,252	3,585
Tape, twine and thread ..	4,331	5,260	7,164	11,136	6,411	4,064	5,423	6,961	6,737	7,003
Vellum	566	..	859	401	13	621	490	356	226	212
Wafers	16	..	33	37	..	20	32	42	24	37
Miscellaneous	4,565	3,434	5,824	6,033	3,823	7,500	3,213	5,295	5,024	4,297
School books and materials ..	5,320	3,187	12,129	833	3,026	3,250	1,562	16,834	5,238	1,826
Total ..	3,95,208	1,31,437	4,43,546	4,35,448	5,55,700	2,71,247	4,22,328	5,24,680	4,95,732	4,50,374

FORM D.

Abstract of balances for each of five years.

Articles.	Balances. 1881-82.	1882-83.	1883-84.	1884-85.	1885-86.
	Rs.	Rs.	Rs.	Rs.	Rs.
Paper, drawing	28,358	32,088	26,266	24,384	18,552
,, lithographic	61,501	75,977	72,242	21,045	12,205
,, writing	1,77,835	1,14,996	85,8:8	75,508	1,02,502
,, printing	2,00,900	67,778	63,475	36,224	1,75,751
,, watermarked	4,872	5,574	4,585	6,577	3,640
,, blotting and marble ...	3,893	4,308	1,399	4,154	1,925
,, country-manufactured and French	72,268	73,235	61,972	51,270	37,473
Bibles and Prayer-books	5,008	4,809	4,579	2,633	2,309
Books, levelling, &c., ...	2,181	2,019	541	1,400	272
,, blank, leather bound and marble covered	1,852	2,929	1,765	8,712	8,326
Colors and drawing materials ...	3,777	6,113	3,189	3,060	1,706
Cloth, tracing	3,747	3,269	38	1,211	271
,, waxed, &c.	264	523	1,074	1,685	1,432
Hones and strops	229	228	457	628	451
Ink bottles and stands	2,022	2,480	1,526	1,804	903
,, powders, &c.	4,007	2,132	1,598	7,657	4,618
,, printing	4,663	4,202	4,093	6,802	4,420
Maps and sheets of Indian atlas ...	5,921	12,974	12,544	12,357	11,733
Parchment	330	191	550	446	175
Paste-boards, &c.	4,584	956	1,059	3,396	7,071
Penknives	574	143	110	963	402
Pencils	4,908	2,060	1,517	2,700	1,184
Quills	20,284	9,667	2,071	13,134	1,701
Rubber	2,132	1,623	1,094	1,139	115
Steel pens and penholders ...	2,395	1,654	979	2,832	880
Slates	201	818	631	522	415
Sponges	3,590	2,348	2,806	2,216	1,492
Scissors	1,264	2,180	1,330	1,100	833
Sealing-wax	150	154	455	2,739	969
Tape, twine and thread	1,113	956	1,159	5,558	4,966
Vellum	499	7	510	685	486
Wafers	93	79	70	83	46
Miscellaneous	14,403	4,070	4,599	5,608	5,134
School books and materials ...	21,100	24,176	19,471	15,066	16,266
Total ...	6,60,918	4,66,716	3,85,582	3,25,298	4,30,624

FORM E.

Statement showing the value of stationery issued to the several departments.

Departments.	Value of stationery issued in 1883-84.	1884-85.	1885-86.
	Rs.	Rs.	Rs.
Government Secretariat—			
Public Department	833	3,137	2,714
Revenue do.	1,344	183	760
Military do.	481	971	480
Public Works Department	758	1,507	1,038
Judicial—			
High Court, District and Sub Judges ...	48,801	22,533	36,895
Revenue—			
Board of Revenue and Collectors, &c. ...	1,92,195	1,39,920	1,89,660
Police—			
Inspector-General, Commissioner and Superintendents of Police	16,739	13,586	10,811
Jails	1,728	2,263	876
Registration Department	43,098	34,865	30,085
Ecclesiastical do.	230	286	370
Public Works do.	32,033	40,558	29,940
Army and Regimental schools	8,622	2,385	2,215
Miscellaneous offices	1,42,764	1,54,038	1,17,818
	4,89,626	4,16,232	4,23,662
Sales	10,247	9,587	9,627
Miscellaneous issues such as adjustments, &c.	24,807	69,913	17,085
Total ...	5,24,680	4,95,732	4,50,374

FORM F.

Statement showing the articles of Indian manufacture substituted for those of European make in 1885-86 with financial effect.

Articles.	Quantity.	English rate.	Value.	Value at 1s. 7½d. per rupee.	Value for which the article was purchased in India.	Total.	Addition of 15 per cent.	Saving.	Loss.
		£ s. d.	£ s. d.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
Paper, Printing, Double Double Pott, thin, 28 lb. ..	Rms. 7,088	0 6 5	2,222 7 8	27,707 10 2	31,526 13 4	31,863 12 6	4,156 2 4	336 15 2	.. .. ..
Do. 18 lb. ..	179	0 5 11½	48 9 7½	604 6 8	511 13 3	695 1 3	90 10 7	183 4 0	.. .. ..
Royal ..	45	0 3 9½	13 7 4	166 8 11	178 11 4	191 8 8	24 15 9	12 13 4	.. .. ..
Do. 25 lb. ..	170	0 8 2	32	401 13 1	432 1 4	462 1 5	60 4 4	30 0 1	.. .. ..
Medium ..	30,528	0 5 10	9,412 16 0	1,17,354 6 3	1,35,785 0 0	1,34,957 8 9	17,603 2 6	828 7 3	.. .. ..
Do. 16 lb. ..	1,180	0 3 6¾	344 3 4½	4,290 14 7	4,686 3 2	4,934 8 9	643 10 2	248 5 7	.. .. ..
Do. 28 lb. ..	5,734	0 5 10	1,021 7 4½	12,733 15 2	14,573 14 8	14,644 0 8	1,910 1 6	70 2 0	.. .. ..
Double Foolscap ..	633	0 2 10¼	90 6 8½	1,126 3 11	1,296 10 6	1,295 2 11	168 15 0	88 8 5	.. .. ..
Do. 25 lb. ..	145	0 11 9	85 3 9	201 5 7	185 45 0	231 8 10	30 3 3	45 9 10	.. .. ..
do. 16 lb. ..	377	0 8 7	102 2 1	1,062 1 3	1,161 3 5	1,221 6 3	159 5 0	60 2 10	.. .. ..
Do. 12 lb. ..	624	0 5 5	224 17 8	1,272 15 10	1,099 14 1	1,463 14 10	190 15 1	364 0 11	.. .. ..
Foolscap, thick ..	232	0 7 4	250 7 4	2,805 11 10	1,637 12 11	3,224 4 10	420 9 9	1,586 7 11	.. .. ..
Do. 25 lb. ..	89	1 1 7	135 14 6	3,121 7 3	2,160 2 0	3,589 10 9	468 3 6	2,429 8 9	.. .. ..
Royal, buff ..	55	1 10 6	108 7 11	1,692 2 6	1,630 9 3	1,945 15 8	253 13 2	1,315 6 5	.. .. ..
Do. 14 lb. ..	110	0 14 9	66 7 6	1,351 6 10	504 4 5	1,554 2 3	202 11 5	1,049 13 10	.. .. ..
Do. 24 lb. ..	600	0 14 6	442 10 0	5,516 14 2	459 7 4	808 4 8	105 6 11	348 13 4	.. .. ..
Do. 34 lb. ..	400	0 14 6	290 0 0	3,615 9 4	4,318 12 0	6,344 6 8	827 8 6	2,025 10 8	.. .. ..
Do. 44 lb. ..	1,845	0 7 0½	499 13 9	6,229 13 11	1,417 14 8	4,157 14 9	542 5 5	2,710 0 1	.. .. ..
Do. 40 lb. ..	300		105 12 6	1,316 14 2	5,767 3 2	7,164 5 7	934 7 8	1,397 2 5	.. .. ..
Paper, Brown, Cartridge, Royal ..	Dozens. 200	0 1 1	10 16 8	155 1 0	1,173 13 5	1,514 6 8	197 8 6	340 9 3	.. .. ..
Do. 46 lb., No. 31 ..	2,627	0 1 8	142 5 11	1,774 1 3	112 8 0	155 5 2	20 4 2	42 13 2	.. .. ..
Do. 20 lb., No. 13 ..	1,085	0 0 8	36 3 4	450 14 7	944 1 3	2,040 3 1	266 1 10	1,096 1 10	.. .. ..
Paper, Badami, Royal ..	153	0 2 5	18 9 9	230 7 11	348 4 0	518 8 9	67 10 2	170 5 9	.. .. ..
Do. 20 lb. ..	200	0 6 0	60 0 0	748 0 10	288 11 9	265 1 1	34 9 2	23 10 8	.. .. ..
do. 25 lb. ..	11-3	0 2 3	15 3 9	189 5 7	750 0 0	860 4 2	112 3 4	.. .. ..	
Paste-boards, Bassack and Co. ..	12-6	0 0 1	0 12 6	7 12 8	67 14 11	217 12 0	28 6 5	110 4 2	
Ink-powder, black ..	42-1	0 0 8	1 8 0¾	17 7 10	18 13 8	8 15 5	1 2 9	9 14 3	
David Waldie's registration ink ..					79. 6 2	20 1 10	2 10 0	59 4 4	
Ink-bottles, delf ..					16,242 12 9	2,11,028 14 0	29,523 15 5	2,26,350 6 3	1,96,826. 6 10
Penknives ..					..	..	..	..	..
Color saucers, large, flat ..					921 4 6				
Do. round, rough ..					15,321 8 3				
Do. smooth ..									
Total ..									
Net savings ..									

STATEMENT showing the different descriptions of paper used by Collectors during the years 1883-84 and 1884-85.

—	Paper, Writing, 1883-84.												Paper, Writing, 1884-85.					
	Royal, 44 lb.		Medium, 34 lb.		Demy, 24 lb.		Foolscap, 15 lb.		Foolscap, Cream laid, 10 lb.		Foolscap, Cream wove, 14 lb.	Total number of lb.	Royal, 44 lb.		Medium, 34 lb.		Demy, 24 lb.	
1	2		3		4		5		6		7	8	9		10		11	
	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	LB.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.
Collector, Godávari	..	..	..	..	..	..	16	240	1,051	10,510	..	10,750	..	..	..	..	..	..
,, Ganjam	..	..	1	34	..	..	17	255	654	6,540	..	6,829	..	..	1	34	..	..
,, Tanjore	..	..	..	..	..	..	26	390	177	1,770	..	2,160	..	..	..	..	..	..
,, Kurnool	..	..	..	..	1	24	5	75	161	1,610	..	1,709	..	..	..	..	1	24
,, Tinnevelly	..	..	..	..	1	24	22	330	122	1,220	..	1,574	..	..	..	..	..	..
,, Chingleput	..	..	..	..	..	..	19	285	..	..	..	285	..	..	..	..	..	..
,, Cuddapah	..	..	..	..	1	24	14	210	36	360	..	594	..	..	..	..	3	72
,, Anantapur	..	..	..	..	..	..	17	255	21	210	..	465	..	..	1	34	..	..
,, Malabar	..	..	..	..	1	24	35	525	..	..	..	549	..	..	..	..	1	24
,, North Arcot	..	..	..	..	..	..	32	480	..	..	..	480	..	..	..	..	..	..
,, Kistna	..	..	1	34	..	..	20	300	9	90	..	424	..	..	..	..	1	24
,, Bellary	..	..	..	..	..	..	21	315	..	..	..	315	..	..	..	..	..	..
,, Ootacamund	1	44	..	..	3	72	15	225	5	50	..	391	..	..	..	..	2	48
,, Vizagapatam	..	..	..	..	..	..	7	105	11	110	..	215	..	..	..	..	..	..
,, Nellore	..	..	..	..	..	..	4	60	11	110	..	170	..	..	..	..	..	..
,, South Arcot	..	..	3	102	2	48	15	225	..	..	..	375	..	..	4	136	2	48
,, Coimbatore	..	..	..	..	..	..	11	165	3	30	..	195	..	..	..	..	..	..
,, Salem	..	..	..	..	..	..	10	150	1	10	..	160	..	..	..	..	..	..
,, Madura	..	..	..	..	..	..	11	165	..	..	..	165	..	..	..	..	1	24
,, South Canara	..	..	..	..	..	..	39	585	1	10	..	595	..	..	..	..	..	..
,, Madras	..	..	21	714	..	..	5	75	2	20	..	809	..	..	5	170	..	..
,, Trichinopoly	..	..	..	..	7	168	5	75	1	10	..	253	..	..	1	34	..	..

Statement showing the different descriptions of paper used by Collectors during the years 1883-84 and 1884-85—*continued*.

—	Paper, Writing, 1884-85—*continued*.							Paper, Printing, 1883-84.											
	Foolscap, 15 lb.		Foolscap, Cream wove, 14 lb.		Foolscap, Cream laid, 10 lb.		Total number of lb.	Double, Royal, 35 lb.		Double Pott, 14 lb.		Double Double Pott, 46 lb.		Double Double Pott, 28 lb.		Double Foolscap, 16 lb.		Double Foolscap, 28 lb.		Total number of lb.
12		13		14		15	16		17		18		19		20		21		22
	RMS.	LB.	RMS.	LB.	RMS.	LB.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	LB.
Collector, Godávari	15	225	889	12,446	..	..	12,671	..	..	..	..	..	..	..	..	..	..	740	20,720	20,720
,, Ganjam	16	240	..	..	165	1,650	1,924	..	..	..	..	..	..	128	3,584	241	3,856	292	8,176	15,616
,, Tanjore	..	..	44	616	247	2,470	3,086	..	..	..	..	13	598	854	23,912	85	1,360	338	9,464	35,334
,, Kurnool	2	30	5	70	177	1,770	1,894	..	..	..	..	..	..	104	2,912	284	4,544	515	14,420	21,876
,, Tinnevelly	10	150	4	56	92	920	1,126	..	..	..	..	90	4,140	173	4,844	275	4,400	90	2,520	15,904
,, Chingleput	..	..	19	266	86	860	1,126	..	..	..	..	..	..	350	9,800	62	992	167	4,676	15,468
,, Cuddapah	9	135	..	..	41	410	617	..	..	..	..	24	1,104	281	7,868	415	6,640	466	13,048	28,660
,, Anantapur	6	90	14	196	22	220	540	..	..	..	..	81	3,726	306	8,568	159	2,544	410	11,480	26,318
,, Malabar	..	..	15	210	..	..	234	..	..	8	112	5	230	..	..	..	..	19	532	874
,, North Arcot	17	255	..	..	..	..	255	..	..	..	..	..	..	..	..	944	15,104	781	21,868	36,972
,, Kistna	20	300	..	..	..	..	324	..	..	..	..	..	..	189	5,292	408	6,528	538	15,064	26,884
,, Bellary	15	225	10	140	..	..	365	..	..	..	..	..	..	111	3,108	713	11,408	26	728	15,244
,, Ootacamund	14	210	8	112	6	60	430	..	..	..	..	15	690	10	280	12	192	14	392	1,554
,, Vizagapatam	..	..	9	126	370	3,700	3,826	..	..	..	..	..	..	7	196	155	2,480	421	11,788	14,464
,, Nellore	16	240	11	154	..	..	394	..	..	98	1,372	122	5,612	37	1,036	198	3,168	236	6,608	17,796
,, South Arcot	12	180	..	..	..	..	364	..	..	..	..	450	20,700	100	2,800	1,700	27,200	360	10,080	60,780
,, Coimbatore	10	150	..	..	2	20	170	..	..	..	..	183	8,418	191	5,348	194	3,104	297	8,316	25,186
,, Salem	10	150	..	..	3	30	180	..	..	..	..	..	..	..	..	1,700	27,200	..	..	27,200
,, Madura	3	45	18	252	..	..	321	..	..	..	..	130	5,980	400	11,200	62	992	30	840	19,012
,, South Canara ..	7	105	..	..	3	30	135	14	490	..	..	28	1,288	99	2,772	9	144	170	4,760	9,454
,, Madras	..	..	4	56	15	150	376	..	..	..	..	..	..	19	532	6	96	99	2,772	3,400
,, Trichinopoly	2	30	2	28	1	10	102	..	..	..	..	277	12,742	78	2,184	183	2,928	479	13,412	31,266

Statement showing the different descriptions of paper used by Collectors during the years 1883-84 and 1884-85—*continued.*

—	Paper, Printing, 1884-85.													French Foolscap paper, 1883-84.			French Foolscap paper, 1884-85.			Bally paper, 1883-84.			
	Double Double Pott, 46 lb.		Double Double Pott, 28 lb.		Double Pott, 14 lb.		Double, Royal, 35 lb.		Double Foolscap, 28 lb.		Double Foolscap, 16 lb.		Total No. of lb.	First sort.	Second sort.	Total.	First sort.	Second sort.	Total.	Badami Royal, 25 lb.	Bally paper, No. 31	Bally paper, No. 13	Total.
	23		24		25		26		27		28		29	30	31	32	33	34	35	36	37	38	39
	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	RMS.	LB.	LB.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.
Collector, Godávari ..	..	..	..	..	..	..	..	..	610	17,080	..	..	17,080	..	..	..	..	..	..	..	102	..	102
,, Ganjam ..	..	..	104	2,912	..	..	..	..	160	4,480	295	4,720	12,112	..	..	..	..	..	..	..	..	..	..
,, Tanjore ..	..	..	282	7,896	..	..	..	..	364	10,192	1,003	16,048	34,136	..	..	..	..	..	..	40	..	..	40
,, Kurnool ..	..	..	106	2,968	..	..	..	..	574	16,072	262	4,192	23,232	..	172	172	..	..	..	..	..	..	..
,, Tinnevelly ..	..	..	341	9,548	..	..	..	..	343	9,604	248	3,968	23,120	..	1,086	1,086	..	1,126	1,126	..	..	..	..
,, Chingleput ..	..	..	240	6,720	..	..	..	..	183	5,124	361	5,776	17,620	..	..	..	..	..	..	..	..	..	..
,, Cuddapah ..	1	46	..	..	..	..	..	..	746	20,888	859	13,744	34,678	216	454	670	137	552	689	..	..	..	..
,, Anantapur ..	123	5,658	169	4,732	..	..	..	..	542	15,176	495	7,920	33,486	..	..	..	..	..	..	..	..	..	..
,, Malabar ..	523	24,058	..	..	..	..	..	..	300	8,400	..	..	32,458	..	46	46	408	722	1,130	..	..	..	..
,, North Arcot ..	..	..	363	10,164	..	..	..	..	..	..	892	14,272	24,436	263	842	1,105	123	926	1,049	..	..	..	..
,, Kistna	..	..	61	1,708	..	..	..	..	672	18,816	450	7,200	27,724	74	336	410	42	371	413	..	..	..	..
,, Bellary ..	..	..	114	3,192	..	..	225	7,875	86	2,408	579	9,264	22,739	6	500	506	..	..	..	..	..	..	..
,, Ootacamund ..	17	782	13	364	..	..	..	..	14	392	11	176	1,714	85	60	145	90	70	160	..	..	..	..
,, Vizagapatam ..	..	..	104	2,912	..	..	..	..	438	12,264	233	3,728	18,904	251	344	595	..	..	..	..	..	..	..
,, Nellore ..	157	7,222	57	1,596	35	490	..	..	82	2,296	271	4,336	15,940	805	986	1,791	706	821	1,527	..	..	..	..
,, South Arcot ..	..	..	375	10,500	..	..	..	..	320	8,960	1,439	23,024	42,484	450	750	1,200	254	182	436	..	..	..	..
,, Coimbatore ..	295	13,570	133	3,724	..	..	..	..	388	10,864	19	304	28,462	241	534	775	433	261	694	..	..	..	..
,, Salem ..	..	..	..	..	..	..	..	..	..	..	1,243	19,888	19,888	102	138	240	..	..	..	..	..	..	..
,, Madura ..	..	..	200	5,600	..	..	..	..	800	22,400	..	..	28,000	..	..	..	..	..	..	..	..	..	..
,, South Canara ..	..	..	4	112	..	..	11	385	185	5,180	313	5,008	10,685	..	372	372	346	..	346	..	..	..	..
,, Madras ..	35	1,610	..	..	..	..	..	..	10	280	74	1,184	3,974	20	12	32	..	14	14	..	..	..	..
,, Trichinopoly ..	..	..	35	980	..	..	..	..	504	14,112	288	4,608	19,700	29	415	444	80	370	450	10	..	..	10

Statement showing the different descriptions of paper used by Collectors during the years 1883-84 and 1884-85—*continued.*

—	Bally paper, 1884-85.			Paper, Country, 1883-84.								Paper, Country, 1884-85.							
	Brown Cartridge, 40 lb.	Badami Royal, 25 lb.	Total.	Brown packing.	Cartridge.	Demy.	Foolscap.	Chellaun, Medium.	Chellaun, Demy.	Chellaun, Foolscap.	Total.	Brown packing.	Cartridge.	Demy.	Foolscap.	Chellaun, Medium.	Chellaun, Demy.	Chellaun, Foolscap.	Total.
	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58
	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.	RMS.
Collector, Godávari ..	89	..	89	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
,, Ganjam ..	..	..	..	..	..	..	70	..	..	..	70	..	..	..	62	..	..	..	62
,, Tanjore ..	..	109	109	..	..	..	121	..	..	..	121	..	..	..	73	..	..	..	73
,, Kurnool ..	..	..	..	..	..	24	32	..	..	..	56	..	..	17	47	..	..	..	64
,, Tinnevelly ..	..	..	..	..	..	5	97	..	..	..	102	..	..	..	95	..	..	..	95
,, Chingleput ..	..	..	..	..	2	14	29	10	..	..	55	..	3	..	49	20	..	..	72
,, Cuddapah ..	..	..	..	..	1	15	35	..	..	..	51	..	..	19	28	..	..	..	47
,, Anantapur ..	..	..	..	..	..	5	57	..	..	..	62	..	..	..	..	..	10	16	26
,, Malabar ..	..	..	..	..	1	17	17	..	..	..	35	..	1	..	37	..	..	..	38
,, North Arcot ..	..	..	..	..	2	23	221	..	..	..	246	..	2	21	121	..	..	..	144
,, Kistna	..	..	..	..	..	4	33	..	..	..	37	..	1	8	77	..	..	..	86
,, Bellary ..	..	10	10	..	..	..	51	..	..	..	51	..	..	..	36	..	..	..	36
,, Ootacamund ..	..	..	..	1	5	15	10	..	..	..	31	1	2	4	10	..	..	..	17
,, Vizagapatam ..	..	..	..	..	1	..	81	..	..	..	82	1	..	..	84	..	..	..	85
,, Nellore ..	..	..	..	..	..	..	67	..	..	..	67	..	..	..	90	..	..	..	90
,, South Arcot ..	..	..	..	..	..	..	180	..	..	..	180	..	..	..	127	..	..	..	127
,, Coimbatore ..	9	..	9	..	..	..	18	..	..	..	18	..	..	..	19	..	..	..	19
,, Salem ..	..	..	..	..	1	..	187	..	..	..	188	..	..	..	164	..	..	..	164
,, Madura ..	..	..	..	..	..	..	8	..	..	..	8	..	..	..	80	..	..	..	80
,, South Canara ..	..	..	..	..	1	8	8	..	..	..	17	..	..	13	..	..	..	..	13
,, Madras ..	..	..	..	..	..	7	8	..	..	..	15	..	..	9	9	..	..	..	18
,, Trichinopoly ..	..	10	10	..	11	10	27	..	..	..	48	..	15	14	24	..	..	..	53

Order—dated 1st September 1886, No. 876, Financial.

The Superintendent submits the results of the working of the Stationery Depôt for 1885-86.

2. The stock in hand at the beginning of the year was valued at Rs. 3,25,298, and the receipts during the year at Rs. 5,55,700. The issues amounted to Rs. 4,50,374. The balance at the end of the year was thus Rs. 4,30,624.

3. The following statement compares the receipts and issues for the year under review with those of the previous four years:—

	Receipts.	Issues.
	Rs.	Rs.
1881-82	3,95,208	2,71,246
1882-83	1,31,437	4,22,328
1883-84	4,33,546	5,24,680
1884-85	4,35,447	4,95,732
1885-86	5,55,700	4,50,374
Average	...	4,32,872

4. The issues were less than those of the preceding year by Rs. 45,358, but exceeded the average by Rs. 17,502.

5. Judging from the remarks of the Superintendent as to the inequalities in the consumption of certain articles by offices of similar character, it seems practicable to effect substantial economy in expenditure. This matter was noticed in paragraph 2 of the proceedings* on the previous report, but the consumption still continues so unequal as to suggest opinions that the subject has not received the attention it demands from heads of departments. Tables have been prepared by the Superintendent which show that the expenditure in several of the offices of Collectors, District Judges, Subordinate Judges, District Superintendents of Police, Superintending Engineers, and some presidency offices is susceptible of reduction. The inequalities pointed out should be investigated by mutual communication between the officers concerned, and economies effected where practicable. The result should be noticed in the next report.

* No. 1158, dated 5th August 1885, Finl.

6. The value of articles of Indian manufacture, substituted for those of European make, amounted to Rs. 2,11,029, and resulted in a net saving of Rs. 15,322. It is observed that in some cases the Indian articles cost more than the English. This should be provided against in future.

(True Extract.)

Chief Secretary.

To the Superintendent of Stationery.
" Accountant-General.
" Departments of the Secretariat.
" Board of Revenue.
" Heads of Departments.

Exd. T. O'Conor.