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Communicated to
officers of the Public
Works Department in
Continuation of G.O.

563 W d/17th February 1888

John 23/8/88

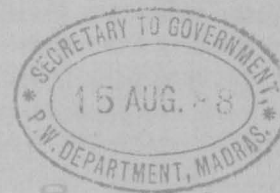
P.W.C. No 8243

Gobt. of {1888} Madras.

REVENUE.

24 S.C.

Issued



Recd.

20-8-88

Encl.

G.O., 25th July 1888, No. 510.

JULY.

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 Con: Archt. Bogdan ✓
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Printing and Stationery.

Passing orders on Mr. LeFanu's scheme for economising ~~money~~.

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25TH JULY 1888, No. 510, REVENUE.

GOVERNMENT OF MADRAS.

REVENUE DEPARTMENT.

READ—the following Proceedings of the Board of Revenue (Land Revenue), dated 6th April 1888, No. 345:—

W. WILSON, Esq., M.A.
THE HON. W. S. WHITESIDE.

Read—the following letter from W. J. H. LE FANU, Esq., Acting Collector of North Arcot, to the Secretary to the Commissioners of Land Revenue, dated Arkónam, 23rd February 1888, No. 115-In:—

With reference to Board's Proceedings, dated 29th November 1887, No. 788, I have the honor to make the following suggestions:—

- (1) The general rule should be that no District Press should be required to set up in type and publish matter which has to appear in any other Gazette. All such matters should come from a central source of supply—either the Government Press or any other press employed to do departmental printing.
- (2) It should be the duty of some specified officer in the Government and Board's office, in case of all papers which require to be published in District as well as in the Fort St. George Gazettes, to note the same when papers are sent to the Superintendent, Government Press, who will print, and despatch the necessary number of copies for the several District Gazettes.

So, in the case of other departments, which have the right of sending manuscripts to the Fort St. George Gazette Press, a notification should be sent to the Superintendent, Government Press, wherever the same matter has to be published in the District Gazettes, and the Superintendent should arrange accordingly.

Some departments and officers do their own printing departmentally. For their benefit a standing paragraph should be kept up in the Fort St. George Gazette Press showing the circulation of each District Gazette; the departments and offices concerned, whenever they require any matter to be published in the District Gazettes, should arrange for the number of copies required for each District Gazette being struck off, and forwarded to the officer in charge of the local District Press.

If any office or department requires the same matter to be published in the Tamil or Telugu vernaculars, they should arrange, either through the Government Translators, or in their own offices, for the translation of the same, and supply, either through the Superintendent, Government Press, or departmentally, the requisite number of copies to the officers in charge of the local District Presses.

It would be sufficient if all papers sent to the several districts for publication with the District Gazettes bear the heading "Supplement to the District Gazette."

In all cases where the above rules are not complied with, Collectors should be empowered to refuse manuscripts received from the departments concerned.

In case where a Collector considers that any paper, say bearing on agriculture, or other matter instructive and of general interest, should be published in his Gazette, he should send it to the Board's office where, if approved, it should be forwarded for publication in the Government Press as a District Gazette Supplement, copy of the fair proof being sent to the Tamil and Telugu Translators, who should supply a translation of the same, which should be struck off and forwarded to the Tamil or Telugu districts, as the case may be, along with the English copies. If the article selected by the Collector is of value and general interest, all districts should have it. If the Board consider that it is not worth such publicity, it should be returned to the Collector concerned.

Resolution—dated 6th April 1888, No. 345.

Submitted to Government with reference to paragraph 2 of G.O., dated 24th January 1888, No. 83.

2. The Board observe that the Collector's proposals are substantially those sanctioned in G.O., dated 31st May 1886, No. 399.

3. The suggestion in the last paragraph of the Collector's letter is approved.

(A true Copy and Extract.)

(Signed) H. A. SIM,
Acting Secretary.

To the Secretary to Government, Revenue Department.
„ Collector of North Arcot.

Copy to all other Collectors.

ORDER—dated 25th July 1888, No. 510, Revenue.

Miscellaneous.

As pointed out by the Board, Mr. LeFanu's proposals are substantially the same as those sanctioned in G.O., dated 31st May 1886, No. 399, to which the attention of all Heads of Departments will again be drawn. As suggested by Mr. LeFanu, the rule should be that no District Press should be required to set up in type and publish matter which has to appear in printed form elsewhere. If this rule is not complied with, Collectors should point out the omission and request that it may be supplied. It will be the duty of some responsible clerk in the offices of the Secretariat and Heads of Departments to note on a paper sent to the Government Press which is to be republished that copies are to be supplied to all or certain specified District Gazettes. The Superintendent of the Government Press will prepare a monthly supplement of such papers for issue with each Gazette as suggested by him in his office-note read in G.O., dated 31st May 1886, No. 399, Revenue.

2. The Government are of opinion that now that the Law Reports are supplied to all Sub-magistrates, extracts from them need no longer be published in District Gazettes. The publication of long lists of appointments also seems unnecessary and the Board will consider whether this should not be abolished or at least confined to appointments to posts on Rs. 20 and upwards.

3. It will be considered in the Public Department whether Heads of Departments should not be empowered to require the Government Translators to furnish translations of all papers which they may send to them. The present practice is for such requisitions to be made through Government.

(True Extract.)

(Signed) C. A. GALTON,
Ag. Secretary to Government.

To the Public Department.

„ the Commissioners of Land Revenue.
„ the Commissioner of Revenue Settlement, Land Records and Agriculture.
„ the Commissioner of Salt, Abkari and Separate Revenue.
„ the Inam Commissioner.
„ the Government Botanist.
„ the Superintendent, Revenue Survey.
„ the Superintendent, Government Central Museum.
„ the Superintendent, Government Press.

Copy to the Public Works Department.
„ to the Military Department.

Exd. P. L. Pereira.

130 Copies.

Gobt. of (1888) Madras.
REVENUE.

Order thereon No. 2688 W
14/7-1888

Communicated
to officers of the S.W.
Department in continuation
of G.O. 563 W dated 17th
February 1888

sd/ J. A. H.

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Consig Archt to Govt

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Recd.

Encl.

G.O., 25th July 1888, No. 510.

JULY.

Printing and Stationery.

Passing orders on Mr. LeFanu's scheme for economising —.

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Submitted to Government with reference to paragraph 2 of G.O., dated 24th January 1888, No. 83.

2. The Board observe that the Collector's proposals are substantially those sanctioned in G.O., dated 31st May 1886, No. 399.

3. The suggestion in the last paragraph of the Collector's letter is approved.

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Acting Secretary.

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Exd. P. L. Pereira.

130 Copies.

Gobt. of (1888) Madras.

REVENUE.

*Order thereon 10/2/88
24/2/88 August/88*

*Communicated
to officers of the P.W.
Department in continuation
of G.O. 563 B dated
14th February 1888.*

sd/ J. O.H.

Issued

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G.O., 25th July 1888, No. 510.

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Printing and Stationery.

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24TH JANUARY 1888, No. 83, REVENUE.

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REVENUE DEPARTMENT.

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J. H. GARSTIN, Esq., C.S.I.

Read—the following letter from W. J. H. LE FANU, Esq., Collector of Cuddapah, to the Secretary to the Commissioners of Land Revenue, dated Cuddapah, 11th November 1887, No. 6735:—

I have the honor, with reference to the correspondence noted in the margin, to draw your attention to the enclosed notice received from the Secretary to the Commissioner for the U.C.S. Examinations. The Commissioner having put this advertisement once in type, for the purposes of this circular, I see no reason why he should not supply to each Collector the requisite number of copies for the District Gazettes. It is gratuitous waste of time to compel the overworked compositors of district presses—in Cuddapah they are overworked—to set up 21 times in 21 districts what has already been printed in the Commissioner's office. It seems to me that all that is necessary is that a small standing paragraph be inserted in the *Fort St. George Gazette*, for ready reference, stating the circulation of each District Gazette, and that all officers, issuing orders or notices requiring to be reproduced in the District Gazettes, should print them off in Madras and send them to the Collectors concerned for publication. A standing heading could be kept in type at each district press to be impressed on each copy; or, if such notices were headed "Supplement to the — District Gazette," it would be necessary merely to print the name of the district, which could be done by a peon with a rubber stamp.

2. The present practice is wasteful in every way: *e.g.*, the present notice, dated 20th ultimo, is received on the 5th November. It refers to an examination to be held on the 1st proximo and cannot therefore lie over to the December Gazette. It is too late for this Gazette. It must therefore be published as a separate Gazette, with separate wrapper and stamp, separate folding and despatching and postal delivery. Each of these operations has to be performed five hundred and fifty times, and I shall probably not be very wrong if I assume that this will have to be done in every district in this Presidency.

3. If I had time I should be glad to submit a scheme for the reformation of the present wasteful system of publishing District Gazette circulars, &c. I would, however, note that an essential feature of it should be that all such notifications, when possible, should be printed at the same press, public or private, under intelligent supervision, so as to ensure economy in paper, &c.; for a notification may often consist of a few lines only, and should not have a whole sheet of two sides to itself.

4. I venture to take at random the *North Arcot District Gazette* for November, and point out what notices could have been dealt with as proposed:—

- (a) Rules respecting delivery to military authorities of persons charged under section 41 of the Army Act, nearly 3 pages.
- (b) Proclamations regarding pardons to deserters, nearly one page.
- (c) Notice from the High Court regarding centres of Pleadership examination, nearly a page.
- (d) Notice regarding vacancies in Government Muhammadan Normal School, Madras, one page.
- (e) Forest proclamations on page 39, already printed in the *Fort St. George Gazette*, one page.

I only count the English proclamation, as the Vernacular translation of this particular proclamation concerns the district only; but, by judicious centralisation, the English portion could have been sent from a central press in Madras. The translation could have been published locally in another part of the Gazette.

5. In their Proceedings, No. 354, dated 21st September 1887 (Revenue Settlement, Land Records and Agriculture), the Board recently directed that extracts from a certain report on tobacco cultivation should be published in District Gazette. I am doubtful whether the extracts will be supplied from Madras or not. If my proposals are adopted, they and all such would come from a central press.

6. Collectors are annually pressed to make their District Gazettes more interesting. I am not aware that any increase to the printing staff of the district has been made in the last 20 years; but the work has considerably increased. More forms, headings, circulars, &c., are printed now than formerly, and it is absolutely necessary that some distinct effort should be made to curtail the pressure on district staffs from outside. The working out of the details to this end would be very simple.

ENCLOSURE—Notice.

Resolution—dated 29th November 1887, No. 788.

Submitted to Government, with the request that G.O., dated 31st May 1886, No. 399, paragraph 2, may be ordered to be observed in all departments.

2. Paragraph 4 of the letter will be disposed of in the Department of Revenue Settlement, Land Records and Agriculture.

3. With reference to paragraph 3, Mr. LeFanu will be requested to submit, as soon as he may have time to do so, the scheme referred to by him for economising the work of printing.

(A true Copy and Extract.)

(Signed) R. S. BENSON,
Acting Secretary.

To the Secretary to Government, Revenue Department,

„ the Commissioner of Settlement, and Director of Land Records and Agriculture,
„ W. J. H. LeFanu, Esq., M.C.S.

Copy to the Collector of Cuddapah.

ORDER—dated 24th January 1888, No. 83, Revenue.

Miscellaneous.

The attention of all departments will, as suggested, be invited to G.O., 31st May 1886, No. 399, Revenue.

2. The Government trust that Mr. LeFanu will be able to submit his scheme for economising printing and stationery at an early date.

(True Extract.)

(Signed) H. A. STUART,
Under Secretary to Government.

To the Public, &c., Departments,
„ the Public Works Department,
„ the Military Department,
„ the Local and Municipal Department,
„ the Commissioners of Land Revenue,
„ the Commissioner of Revenue Settlement and Director
of the Department of Land Records and Agriculture.
„ the Superintendent, Government Press.

} with copy of G.O., 31st May 1886, No. 399.

Exd. W. H. French.

130 Copies.

No 1703 C. 25.4.88

No 563W a/17th February 1888

Communicated to
officers of the Public Works
Department for information
and guidance.

15/2/88
W.

Gobt. of (1888) Madras.
REVENUE.

Issued.
Recd Encl.

24th January 1888, No. 83.

No 563W a/17th Feb/88

JANUARY.

Printing of Notifications.

Passing orders on Board's Proceedings submitting letter from the Collector of Cuddapah relative to the — in the District Gazettes for circulation.

With order

C. C. for A.
C. C. for Rys.
L. Es.
C. A. to Govt.
Exp. P. W. A.

25TH JULY 1888, No. 510, REVENUE.

GOVERNMENT OF MADRAS.
REVENUE DEPARTMENT.

READ—the following Proceedings of the Board of Revenue (Land Revenue), dated 6th April 1888, No. 345 :—

W. WILSON, Esq., M.A.
THE HON. W. S. WHITESIDE.

Read—the following letter from W. J. H. LE FANU, Esq., Acting Collector of North Arcot, to the Secretary to the Commissioners of Land Revenue, dated Arkonam, 23rd February 1888, No. 115-In. :—

With reference to Board's Proceedings, dated 29th November 1887, No. 788, I have the honor to make the following suggestions :—

- (1) The general rule should be that no District Press should be required to set up in type and publish matter which has to appear in any other Gazette. All such matters should come from a central source of supply—either the Government Press or any other press employed to do departmental printing.
- (2) It should be the duty of some specified officer in the Government and Board's office, in case of all papers which require to be published in District as well as in the Fort St. George Gazettes, to note the same when papers are sent to the Superintendent, Government Press, who will print and despatch the necessary number of copies for the several District Gazettes.

So, in the case of other departments, which have the right of sending manuscripts to the Fort St. George Gazette Press, a notification should be sent to the Superintendent, Government Press, wherever the same matter has to be published in the District Gazettes, and the Superintendent should arrange accordingly.

Some departments and officers do their own printing departmentally. For their benefit a standing paragraph should be kept up in the Fort St. George Gazette Press showing the circulation of each District Gazette; the departments and offices concerned, whenever they require any matter to be published in the District Gazettes, should arrange for the number of copies required for each District Gazette being struck off, and forwarded to the officer in charge of the local District Press.

If any office or department requires the same matter to be published in the Tamil or Telugu vernaculars, they should arrange, either through the Government Translators, or in their own offices, for the translation of the same, and supply, either through the Superintendent, Government Press, or departmentally, the requisite number of copies to the officers in charge of the local District Presses.

It would be sufficient if all papers sent to the several districts for publication with the District Gazettes bear the heading "Supplement to the District Gazette."

In all cases where the above rules are not complied with, Collectors should be empowered to refuse manuscripts received from the departments concerned.

In case where a Collector considers that any paper, say bearing on agriculture, or other matter instructive and of general interest, should be published in his Gazette, he should send it to the Board's office where, if approved, it should be forwarded for publication in the Government Press as a District Gazette Supplement, copy of the fair proof being sent to the Tamil and Telugu Translators, who should supply a translation of the same, which should be struck off and forwarded to the Tamil or Telugu districts, as the case may be, along with the English copies. If the article selected by the Collector is of value and general interest, all districts should have it. If the Board consider that it is not worth such publicity, it should be returned to the Collector concerned.

Resolution—dated 6th April 1888, No. 345.

Submitted to Government with reference to paragraph 2 of G.O., dated 24th January 1888, No. 83.

2. The Board observe that the Collector's proposals are substantially those sanctioned in G.O., dated 31st May 1886, No. 399.

3. The suggestion in the last paragraph of the Collector's letter is approved.

(A true Copy and Extract.)

(Signed) H. A. SIM,
Acting Secretary.

To the Secretary to Government, Revenue Department.
„ Collector of North Arcot.

Copy to all other Collectors.

ORDER—dated 25th July 1888, No. 510, Revenue.

Miscellaneous.

As pointed out by the Board, Mr. LeFanu's proposals are substantially the same as those sanctioned in G.O., dated

31st May 1886, No. 399, to which the attention of all Heads of Departments will again be drawn. As suggested by Mr. LeFanu, the rule should be that no District Press should be required to set up in type and publish matter which has to appear in printed form elsewhere. If this rule is not complied with, Collectors should point out the omission and request that it may be supplied. It will be the duty of some responsible clerk in the offices of the Secretariat and Heads of Departments to note on a paper sent to the Government Press which is to be republished that copies are to be supplied to all or certain specified District Gazettes. The Superintendent of the Government Press will prepare a monthly supplement of such papers for issue with each Gazette as suggested by him in his office-note read in G.O., dated 31st May 1886, No. 399, Revenue.

2. The Government are of opinion that now that the Law Reports are supplied to all Sub-magistrates, extracts from them need no longer be published in District Gazettes. The publication of long lists of appointments also seems unnecessary and the Board will consider whether this should not be abolished or at least confined to appointments to posts on Rs. 20 and upwards.

3. It will be considered in the Public Department whether Heads of Departments should not be empowered to require the Government Translators to furnish translations of all papers which they may send to them. The present practice is for such requisitions to be made through Government.

(True Extract.)

H. A. Sim
Ag. Secretary to Government.

To the Public Department.

- „ the Commissioners of Land Revenue.
- „ the Commissioner of Revenue Settlement, Land Records and Agriculture.
- „ the Commissioner of Salt, Abkari and Separate Revenue.
- „ the Inam Commissioner.
- „ the Government Botanist.
- „ the Superintendent, Revenue Survey.
- „ the Superintendent, Government Central Museum.
- „ the Superintendent, Government Press.

Copy to the Public Works Department.
„ to the Military Department.

Exd. P. L. Pereira.

130 Copies.