

(1) பக்கங்களின் எண்ணிக்கை

(2) புதுக்கித் திருப்பிய நாள்

(3) ஆதாரங் குறிப்பவர் சுருக்கொப்பம்

4

1194

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தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

PWD துறை

அரசாணை எண்.

மு. கோப்புத் தாள் எண்.

332

அச்சகம்
பலவகை

நாள் :

7-2-1893

199

மடிக்கவோ கண்டபடி கையாளவோ கூடாது.

ஆவண. கா. 1—18,006—6-9-90.

No. 289

EXECUTIVE ENGINEER'S OFFICE,
COIMBATORE DIVISION,
COIMBATORE, 30 January 1892.

FROM

W. C. Lewis Esquire

EXECUTIVE ENGINEER,

COIMBATORE DIVISION.

TO

THE SUPERINTENDING ENGINEER,

FOURTH CIRCLE, COIMBATORE.

SIR,

Enclosures. 1

With reference to G.O. No. 2,409 W.
dated 30th August 1892 on the Examiners
Inspection Notes on the accounts of
this division dated 17th idem No. 109
(para 48) regarding the destruction
of old records, I have the honor to
submit a proposition statement for
a clerk and an attender for three
months on Rs 15 and 8 per mensem
respectively, required to arrange and
prepare lists of such records as may be
destroyed.

2. At present the records of this
office are in a terrible state, scattered
and heaped up here and there for
want

went of space and are being eaten by white ants. The records to be arranged and sorted, relate to old Ranges and Divisions appertaining to this District, as well as the late Nilgiri Division amalgamated with this Division in 1890.

3. The work both in the clerical and accounts sections of a small office like this is heavy and none of the clerks of the permanent establishment can be set apart to arrange the old records without allowing the work of the office to fall into arrears. The arrangement of the records was started with the present office establishment, but no material progress could be made as it was found difficult to spare one or two clerks for the work for at least a few hours a day without impairing the efficiency of the office as to the current work and the work will occupy the full time of two clerks for at least 3 months.

4. It is desirable to carry the work through systematically, and as it cannot be done with the existing establishment, I request that sanction to the entertainment of the temporary establishment as per proposition statement, may be obtained

33/2

I have the honor to be

Sir

your Most Obedt Servt

M. S. S.

Executive Engineer
Pondicherry Division

No. 32 dated 1 February 1893.

Submitted to the Chief Engineer, P. W. Department with a request that he will be good enough to obtain the sanction of Government to the entertainment of a temporary clerk and an attender for 3 months to enable the Executive Engineer to determine which of the old records may be destroyed.

J. C. S. S.
Supg. Engineer, P. W. Circle.

Enclos

P. W. D.



From

The Executive Engineer,

Coimbatore Division.

To

The Supg. Engineer,

Fourth Circle,

Coimbatore.

nos: 2628 Wd/21.9.92
1776 Wd/14.11.92
2814 Cd/2.11.92
2280 Cd/29.10.92
854 Wd/14.11.92
930 Cd/23.11.92
76 Wd/7.1.92
633 Wd/25.11.92
343 Wd/3.11.92
2783 Wd/22.10.92
2694 Wd/14.10.90
352 Wd/12.11.89
Ex. En 8 of 4.11.91

Dated 30

Despatched 31 January 1893.

Received 3.2.93

No. 289

ENCLOSURES 1

SUBJECT.

Temporary Establishment.

Submits a proposition
Statement for sanction
to the entertainment of
for sorting records in
the Coimbatore Div.

No. 332 Wd/7 Feb 1893

Recd
5 Feb

The employment of

one clerk on Rs 154 me
attender on Rs 8 per
month to sort old
records in the Coimbatore
division office is sanc-
tioned.

2. The Ex Engineer will
see that the work is
completed within the
time named.

3. This sanction has
been registered as Procl
no: 74 W of 1892-93 and
classified as Establishment
Temporary.

for 1/2/93

Wd
4.2.93

Wd
8.2.93

S. E. V. Ancler

Examiner P.W. Dept.

Wd
8.2.93

J.C. 9/2

Nothing

4.2.93