

Public Works ²⁹⁴⁷ (1896) Department.

G.O., No. 2720^w

DATED 23rd September
1896

[Despatch Abstract.]

Establishments: Pros: Financial Dept sanctioning
certain additional temporary - for converting
the records of the P.W. and Marine Departments
from the "folded" into the "flatfile" system,
concord to the Ex^t with remarks.

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PROCEEDINGS OF THE MADRAS GOVERNMENT.

G. O. R. R. 962 - Financial, of 28. Augt. 1896.

The Examiner,
P. V. Accounts
R.K. with file of R-11092
a/19. Aug-95 to note. + return
(40-4,000-2-11-95.)

Public Works (1896) Department.

CURRENT No. 7947

Order

From

The Financial Department

R No. 962

Dated 28th August 1896

Received 3. 9. 96

Enclosures

Spare copies

SUBJECT.

Sanctioning an additional temporary establishment for converting the records of the Public Works and Marine Departments from the 'folded' into the 'flat file' system

o.l.s. 376

R 12/9

[illegible]

[G.
53]

3,000-3-7-26.

READ the following paper:—

From the Public Works Department, No 1109 D, dated 19th
August 1896.

 $\frac{9}{10} \times \frac{8}{9} \times \frac{7}{8} \times \frac{6}{7} \times \frac{5}{6} \times \frac{4}{5} \times \frac{3}{4} \times \frac{2}{3}$

O R D E R :- R No 962, dated 28th August 1896.

Sanctioned.

(True Extract)

Hein
for Chief Secretary.

To

The Public Works Department.

~~8.4~~

Notice that their services in case on the date mentioned
R.H. 10/10/96
Notice served
R.H. 18/12/96

Please see report and statement attached
R.H. 18/12/96

R.H.
The work for 1876 cannot be completed by the 1st of January 1877 and a number of the staff are leaving the service by the 1st of January 1877
James
21/12/96

James
21/12/96

C.A.W.

The sanction accorded in G.O. No. 2720 W of 23 September 1896. to the entertainment of the temporary clerks and attendants in connection with the flat file system will cease on the dates specified below:-

S. Ramanatha Iyer
Clerk } 18 January 1897
J. M. Sundaram
Attender }

S. A. Radhakrishna Iyer
Clerk } 29 January 1897
Kundarami Moodli
Attender }

It is submitted that the sanction will have to be renewed if it is proposed to continue these men beyond the dates shown above, or their services should be dispensed with on those dates.

For orders

H.C.

Please give the men

C.M.

17. XII. 96

Statement of work done by R. Nya swami
Nyer and S. Sambasiva Iyer engaged in connection with the flat file system from 18 September 96 and 28 September 1896, respectively.

Month	Day	Days	R. Nya swami Iyer	S. Sambasiva Iyer
September	18.	Friday	50	
	19.	Saturday	50	
	21.	Monday	50	
	22.	Tuesday	50	
	23.	Wednesday	50	
	24.	Thursday	50	
	25.	Friday	50	
	28.	Monday	50	30. * S. Sambasiva Iyer came to the Record Section of that day.
	29.	Tuesday	50	50.
	30.	Wednesday	50	50.
October	1.	Thursday	50	50.
	2.	Friday	50	50.
	3.	Saturday	50	50.
	5.	Monday	50	50.
	7.	Wednesday	50	50.
	8.	Thursday	50	50.
	9.	Friday	50	50.
	10.	Saturday	50	50.
	12.	Monday	50	50.
	13.	Tuesday	50	50.
	14.	Wednesday		Sketching papers.
	19.	Monday		Sketching papers.
	20.	Tuesday		50.
	21.	Wednesday		50.
	22.	Thursday		Sketching papers.
	23.	Friday		Sketching papers.
	24.	Saturday		Sketching papers.
	26.	Monday		Sketching papers.
	27.	Tuesday		Sketching papers.
	28.	Wednesday	50.	Sick
	29.	Thursday	50	50.
	30.	Friday	50	50.
November	2.	Monday	50	50.
	3.	Tuesday	50	50.
	5.	Wednesday	50	50.
			1300.	980

November 6. Thursday 50 50.
 7. } Saturday }
 18. } Wednesday } Current Section.

19. Thursday 50 50
 20. Friday 25 25 half holiday for Krishna Deepam
 21. Saturday 50 50
 23. Monday 50 50
 24. Tuesday 50 50
 25. Wednesday 50 50
 26. Thursday 50 50.
 27. Friday 50 50
 30. Monday 50 50.

December 1. Tuesday 50 50
 2. Wednesday 50 50
 3. Thursday 50 50
 4. Friday 50 50
 5. Saturday 50 50
 7. Monday 50 50.
 8. Tuesday 50 50
 9. Wednesday 50 50
 10. Thursday 50 50
 11. }
 12. }
 14. }
 16. }
 17. }
 18. }

Stitching

50	50
975	975
1300	950
2275	1920

Total required by Act A. 4195.
 Total no written - 4850
 655

1896

W originals 60 bundles
 do Spare copies 74 do.

J. Spare copies 77 do.

R. Spare copies 48 do

Mar: Spare copies 42 do.

30 1 bundles of spare copies
 and originals re-arranged, labelled, and put
 by in the records -

1895

W Spare copies 115 bundles } 122-52 do-
 R Spare copies 7 bundles }
 1109 D- 19-8-96 and -
 G. A. No 2720 tr of 23-11-96 -

C. A. W. 10,000 dockets had to be written at the
 rate of 100 each working day for 2 clerks, or 50 dockets -
 a day for each clerk. From the Statement attached
 it will be seen, that up to date, the two clerks have
 written 655 dockets more than the estimated No. -
 and besides this, have also re-arranged and stitched
 the dockets to the whole of the original W orders (A. & B)
 from 1st January 1897 to 15th August 1896. which work was
 not included in the time allowed for converting the
 Records from the folded to the flat file system -

The two Attenders were engaged in assisting
 the clerks in the re-arrangement and stitching of the W original
 records from Jan: to August 1896 - and have up to
 date, as shown above, rearranged, labelled, and

put up in the records. 423 bundles - These bundles contain the whole of the spare copies of W orders for 1895 - and the whole of the originals and spare copies of W orders for and up to 15 August 1896 - The whole of the spare copies of W I. R. and Marine for 1896 (August) have been completed - and W. and Marine spare copies of 1895 have also been completed.

7.7.
18.1.97.