

Public Works (1897) Department.

G.O., No. 286 W.

DATED 28 January 1897

[Despatch Abstract.]

Goose quills and Steel nibs: Pros: Financial
Dept passing orders in regard to the supply
of - to public offices, Comd to Officers of
the P.W.D.

[illegible]

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Passing orders in regard to the — to public offices.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following paper :—

From W. AUSTIN, Esq., I.C.S., Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 7th November 1896, No. 1921.

G.O., No. 332, Finl., dated 28th Mar. 1893.
 " " 825 " " 24th Aug. "
 " " 693 " " 6th Sept. 1894.
 " " 611 " " 24th Aug 1895.
 " " 516 " " 26th Aug. 1896.

With reference to the Government orders noted in the margin, I have the honour to report as follows :—

2. The subjoined table shows the consumption of quills and steel pens during the past five years :—

	Goose quills.		Steel nibs.	
	Quantity.	Value.	Quantity.	Value.
1891-92	550,162	RS. A. P. 9,556 3 2	707,890	RS. A. P. 16,993 4 2
1892-93	438,124	7,610 2 0	1,192,790	17,269 11 3
1893-94	548,868	9,331 10 10	1,298,052	22,181 13 2
1894-95	295,692	5,124 1 5	1,453,531	19,918 0 10
1895-96	296,848	5,156 3 1	1,876,578	21,277 10 4

3. It will be observed that the consumption of quills has gradually fallen from 550,162 in 1891-92 to 296,848 in 1895-96 or by 46.04 per cent., while that of steel pens has risen from 707,890 to 1,876,578 or about $2\frac{1}{2}$ times the former. From this it is evident that steel pens find favour with the writers in public offices and that the supply of quills may be minimised.

4. From the information received from the several officers as to how far the consumption of quills can be reduced, the enclosed statements are prepared.

5. Some of the officers propose the reduction of the present scale of supply of quills as laid down in Appendix E to the Stationery Rules by one-third or half, some recommend their discontinuance in the case of subordinates such as clerks, accountants, &c., while some others consider their entire abolition feasible, the substitution of steel pens being recommended in all cases at the rate of two nibs for each quill dispensed with. The Collector of South Arcot thinks that the present scale itself is too low to admit of any reduction, and the District Judge of the same district states that many clerks cannot use steel pens with ease and that they are unsuited for writing on country or thin printing paper or for vernacular writing.

6. From the opinion of the majority of officers consulted and from my own experience, I think that the issue of the article may be restricted to gazetted officers only as is done in the Bengal Presidency, making a small provision for such vernacular clerks as are unable to use steel pens in districts such as Ganjam, Vizagapatam, South Canara, Malabar, South Arcot, &c. I accordingly enclose a statement showing the present and proposed scales of quills and steel pens. In this statement each quill in the present scale is substituted by two steel nibs in the proposed as recommended by

most of the officers, and the list of designations of officials for whom the scale is intended is drawn up more exhaustively than that given in Appendix E to the Stationery Rules to suit the purposes of almost all departments in preparing their stationery indents.

J. Gillot's—	
909 M.	289 B. B.
616 M.	3.
382 B. B. B.	4.
Mitchell's—	
R. Black.	A (fine point).
J.	U.
091 (broad point).	O.
Perry & Co.'s—	
No. J. 1446 B.	Army pens No.
88 M.	1052, Medium.
C. Brandaur & Co.'s—	
No. 16 L (Law pen).	4 assorted points
46 F.	(4 sorts).
251 B Silver J.	274.
175	147 (scribbling pen).

- (1) Hinkswell & Co.'s No. 024, Fine.
 (2) Joseph Gillot's No. 3.
 (3) C. Brandaur & Co.'s No. 274.

- (4) Perry & Co.'s No. 88 M.
 (5) Mitchell's J. Black.
 (6) C. Brandaur & Co.'s 251 B. Silver J.

8. The first two descriptions are fine-pointed pens. They will do for neat and slow writing and for figure work. The second two are medium pens and they will serve for fair copying, and the last two, which are broad-pointed, are suited for rough and fast writing. Samples of all descriptions of nibs are herewith forwarded.

9. By adopting the proposed scale, the probable saving that would accrue may be estimated at about 19 per cent. It may be noted here that the price of quills has markedly gone down this year, as will be observed from the rates given in the margin, probably because there is less demand for them in the market. The saving has, therefore, been calculated at the average of the past five years' rates.

10. If the scale proposed is approved of, that given in Appendix E to the Stationery Rules will be altered accordingly, entering therein the allotment of pencils, penholders, rubber and blotting paper to facilitate the preparation of annual indents by officers.

ORDER—No. 892, Financial, dated 18th December 1896.

In paragraph 3 of G.O., No. 332, Financial, dated 28th March 1893, Government warned all officers that the supply of goose quills would eventually be restricted to gazetted officers. The introduction of a definite rule on the point has been deferred pending the enquiries which were instituted by the Superintendent of Stationery on the subject of the consumption of these articles in this Presidency. The communication read above contains the result of these enquiries, and His Excellency the Governor in Council now directs that the issue of goose quills shall in future be restricted to gazetted officers only.

2. There appears to be no valid reason for making an exception to this rule as proposed by the Superintendent in paragraph 6 of his letter.

3. The statements appended to the Superintendent's report show that steel nibs are issued on far too lavish a scale. The maximum monthly issue of these articles to a single officer will in future be six, whether goose quills are provided or not.

The minimum scale of issue will be fixed at 2 *per mensem*. The Superintendent will recast the list appended to his report accordingly and will, at an early date, submit a revised draft of Appendix E to the Stationery rules.

4. The Government approves generally of the sample steel pens forwarded by the Superintendent, but does not consider that the supply should be restricted to six or to any particular number of varieties. The Superintendent should maintain in stock various samples to meet demands for special nibs, the supply of which is unobjectionable from the point of view of their cost, and he should keep himself informed of the various kinds of pens which are made from time to time. Ball-pointed nibs or nibs with turned-up points should be kept in stock and also those with sloping points (such as Brandauer 161 L) which are, it is understood, especially adapted for writing the vernaculars.

(True Extract.)

A. L. Hannay

for Chief Secretary.

To the Superintendent of Stationery.

„ all Departments of the Secretariat.

„ the Hon'ble the Chief Justice (with C.L.).

„ all Heads of Departments under the Chief Secretary.