Public Works (1899) Department.

G.O., No. 276 W

DATED 19 Oct 1899.

[Despatch Abstract.]

Transmission of maters papers to the India Office. Prot: Financ: Secrt: comng letter from the Govt of India requesting that care may be taken to avoid the ——— recorded.

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H C
Despatches

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[P. W. 2 2,000—29-4-99.]

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Pub. Cno. 8185

Government {1899} of Madras.

FINANCIAL.

W 2624 w of 6-10-99
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876 w of 31-3-98
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G.O., No. 1018, 21st September 1899.

No: 2768 w/99 dt 13/10

Recorded with reference to G.O 2624 w dt

SEPTEMBER. 6 Oct 1899

Transmission of useless papers to the India Office.

Communicating to all departments of the Secretariat letter from the Government of India requesting that care may be taken to avoid putting spare sheets into any collection of papers sent to the India Office, and to keep down, in every possible way, the bulk of such collections.

Sam Rev 21.10.99

Sec

Rev 23rd

7764 Rs - 2624 W

6/10/99

A16/10

0.2.3.5.9.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—the following paper:—

From H. HESELTINE, Assistant Secretary to the Government of India, Finance and Commerce Department, to the Secretary to the Government of Madras, dated Simla, 19th August 1899, No. 3760-P.

I am directed to inform you that complaints have been received from the India Office that much waste paper is sent home with the medical cases of officers and that these reports are not the only ones so overloaded. It is said that the medical cases of officers are sometimes sent home in duplicate and even triplicate, and that the covering letter is at times needlessly bulky. All that is needed by the India Office in these cases is one copy of the case with a covering letter on a single page. I am to request that in future care may be taken to avoid putting spare sheets into any collection of papers sent to the India Office and to keep down, in every possible way, the bulk of such collections.

Order—No. 1018, Financial, dated 21st September 1899.

Communicated to all departments of the Secretariat.

(True Extract.)

for *Chief Secretary*.

To all departments of the Secretariat.
„ the Accountant-General.
„ the Surgeon-General.

Exd. C. M. Thambuswamy.