

1. Number of pages, 10
2. Date of repair, 9-11-35
3. Initials of Reference, J.F. 36

M.B.O. 1-22 400-22-11-80

MADRAS RECORD OFFICE.

Government of Madras.

Police DEPARTMENT.

G.O. No.	<i>5</i>	Press Mis.
Dated	<i>4-1-</i>	<i>1888.</i>

Not to be folded or roughly handled

Notes Connected with G.O. No.

5, Pen. of 4. 1. '68.

Before I was ordered home, I had taken up the question of the accumulation of useless Govt. Records and as a case which came near myself, as being my peculiar dept. the accumulation in the Pension dept.

The papers in this dept. are very voluminous, frequently, owing to the no. of references made. They relate, in almost all cases, to one person only and he alone is interested, except in cases which establish a rule or precedent. After the death of the pensioner, the pension ceases. The record is cancelled in the books of the paying office, the Audit office and my office and, except in the cases referred to, which are very few, the papers at once become

I propose therefore that I be empowered, when all entries

are Cancelled and the Certificate comes to be Cancelled, to add to the order 'To be Cancelled' the words "and destroyed" and that this be Carried out in the way found most Convenient. I propose this merely as a preliminary. I believe ^{that} there are other Cases in which no object is gained by keeping papers. The order allowing me to do this would also empower me to do it with papers already Cancelled.

The pensions to which reference is made are of course not Political pensions, but those granted to retired servants of Govt.

I submit that this proposal of the Under Secy. may be approved.

Pension
Department.

Memorandum
for Orders

3.W

Before I was ordered home, I had taken up the question of the accumulation of useless Government Records - and as a case which came near myself, as being my Pension department, then accumulation in the Pension Dept.

The papers in this Dept are very voluminous, frequently, owing to the number of references made - They relate, in almost all cases, to one person only, and he alone is interested, except in cases which establish a rule or precedent. After the death of the Pensioner - the Pension lapses - The record is cancelled in the books of the

Paying office - the office
of Audit, and any office,
and, except in the cases
referred to - which are very
few, the papers at once be-
come ~~no longer~~ ^{are} ~~no longer~~ ^{are}

I propose therefore that I
be empowered, when all en-
tries are cancelled, and the
certificate comes to be cancelled,
to add to the order of
'To be cancelled' - the words
'and destroyed' - and that
this be carried out in the
way found most convenient.

I propose this merely as a pre-
liminary, since I believe that
there are other cases in which
no object is gained by keeping

papers. - The order
allowing me to do ^{S.W.} this would
~~afford~~ ^{also} empower me to
do it with papers already
cancelled.

The pensions to which
reference is made are
of course not political
pensions, but ^{granted} to retired
servants of Government.

W.S.

I submit that this proposal
of the Under Secretary may
be approved - M.E.

Desk of Keene
relating to
pensions (not
Political)

B-12-5

Pension Department. 7. W.

N^o 5.

PROCEEDINGS of the MADRAS GOVERNMENT.

Read the following letter

Dated 4th January 1868.

It has been brought to the notice of the Governor in Council that in the Civil Pension Department there is a great accumulation of old records which from their nature are of no value, and may profitably be destroyed.

2. The papers in the case of a Civil Pension relate in most instances to but one person. On his demise the record is cancelled in the books of the paying Office and that of Audit, and the papers except

except in cases which establish a rule or precedent, become of no further value. The Government therefore, resolve to empower the Under Secretary in charge of the Civil Pension Department on the cancellation of the pension, to give orders for the destruction of the papers connected with the case, first satisfying himself that there are no special grounds for their preservation.

3. It is observed that since the system of paying pensions by means of Permanent Payable Orders has come into force, Civil Pension orders are cancelled directly by the offices of Audit without reference to Government. The Accountant General and Controller of Military Accounts are now directed for the purposes of the present order

to

9. W
to submit a list of Civil pensions which have lapsed since June 1865, and in future in every case of lapse to make a brief report of it to Government.

4. This order has reference only to pensions granted to retired servants of Government, and not to Political Stipends and allowances. It will be construed as referring to the case of pensions already cancelled.

M. W.

Accountant General
Examiner of Claims
Controller of Military Accounts

Dec. 8/1/68.

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 4-3-02
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 21-3-16
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PROCEEDINGS OF GOVERNMENT.

Dated 4th January 1868.