

MADRAS RECORD OFFICE.

Government of Madras.

Public DEPARTMENT.

G.O. No.	533	Press Mis.
Dated	25-5-	19 66

Not to be folded or roughly handled

Proceedings of the Madras Government, Public Department,
25th May 1866.

No. 140. Read the following :—

HOME DEPARTMENT, SIMLA, DATED 4TH MAY 1866, No. 567.

NOTICE.

From the 1st of August next, the authority to frank letters on Her Majesty's Service only, which was given to the Officers and others enumerated in the two **Franking Lists** is withdrawn, and the following Rules for the payment and settlement of accounts of postage on official correspondence will be in force :—

Privileged Offices.

2. The Public Offices enumerated in the annexed List will be privileged to send and receive (without actual payment of postage) all letters and packets *bona fide* and exclusively on Her Majesty's Service. The Post Office will keep an account of the postage due on the official correspondence of each privileged office.

Official covers despatched from a privileged Office.

3. Official covers despatched from a privileged office must be properly tied up, faced, and enclosed in a bag sealed with the Seal of the office.

4. Each cover must be endorsed, "On Her Majesty's Service only," under the full signature (autograph or stamp) of the Head Clerk, or some other principal Officer of the Establishment.

5. The address must include the official designation of the office to which the cover is directed.

6. The bag, when made up, must be sent before the hour fixed by the Post Office for the closing of the Mails for which it is intended.

Official covers addressed to a privileged Office.

7. Official covers addressed to a privileged office by any office not included in the privileged List must be endorsed, "On Her Majesty's Service only," under the full signature and official designation of the person by whom they are despatched.

8. The address must include the official designation of the office to which the cover is directed.

9. The official covers for each office will be enclosed in the official bag, and sealed and sent out with the ordinary delivery, or given to the messenger of the office, should one be in attendance.

Official covers not sent by, or addressed to, a privileged Office.

10. Official covers which are not sent by, or addressed to, a privileged office, will be treated in all respects like private covers. Postage labels, marked with the word "Service" will be made available for the pre-payment of such covers.

11. Service labels are never to be used in payment of the postage of any letter which is not *bona fide* and exclusively on Her Majesty's Service. Every cover pre-paid by service labels must be endorsed "On Her Majesty's Service only," under the full signature and official designation of the person by whom it is despatched. The address must also include the official designation of the office to which it is directed. If the above conditions be not observed, covers (even though stamped with service labels) will be treated as ordinary unpaid covers.

12. Service labels will be procurable at the Treasury or local Stamp Depot of each District; Officers requiring such labels will purchase the number required, paying for the same in cash as if they were ordinary postage labels. A receipt for the amount to be given by the Officer in charge of the Stamp Depot will serve as a voucher for the charge to be made in the Contingent Bill of the purchaser.

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25th May 1866.*

13. As the present supply of service labels is limited, no Public Officer should purchase more than he estimates will be sufficient for one month's supply; and it is to be remembered that service labels are not to be attached to letters addressed to, or despatched from, any privileged office.

14. All officials who do not belong to privileged offices, and who have official correspondence with other than privileged offices will have to make arrangements for supplying themselves with service labels, either by direct purchase or through their departmental superiors.

Correspondence of local Officials within the limits of their respective Districts.

15. For the present no change will be made in the arrangements under which the public correspondence of local officials is conveyed, within the limits of their respective Districts, by District Post or by General Post.

List of Public Offices with which the Post Office will keep accounts of Postage on official letters received and despatched, and for which official bags will be made up.

1. Accountant General, or Deputy Accountant General, in a Presidency or Province.
2. Accountant General, Public Works Department.
3. Adjutant General.
4. Army Clothing Superintendent.
5. Board of Revenue.
6. Brigade Major, or Station Staff.
7. Chief Engineer and Secretary, Public Works Department.
8. Chief Inspector of Musketry.
9. Commissary General.
10. Commissary of Ordnance.
11. Commissioner of Division.
12. Consulting Engineer.
13. Controller General of Accounts.
14. Controller General, Military Expenditure.
15. Controller of Military Accounts.
16. Controller of Public Works Accounts.
17. Customs, Commissioner.
18. Deputy Inspector General of Ordnance.
19. Director of Public Instruction.
20. Electric Telegraph Office, Calcutta.
21. Examiner of Commissariat, Stud and Clothing Accounts.
22. Examiner of Medical Accounts.
23. Examiner of Ordnance.
24. Examiner, Pay Department.
25. Financial Department, Secretary's Office.
26. Foreign Department, ditto.
27. Gazette Official, Superintendent.
28. Geological Survey, Superintendent.
29. Home Department, Secretary's Office.
30. India Office, London.
31. Inspector General of Forests.
32. Inspector General of Hospitals.

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33. Inspector General of Jails.
34. Inspector General of Ordnance.
35. Inspector General of Police.
36. Inspector General of Military Works.
37. Judge Advocate General.
38. Legal Affairs, Superintendent and Remembrancer.
39. Principal Medical Storekeeper.
40. Military Accountant.
41. Military Department, Secretary's Office.
42. Mint Master, and Head Commissioner, or Commissioner for the Issue of Paper Currency at the Presidency.
43. Post Office.
44. Presidency Pay Office.
45. Principal Inspector General, Medical Department.
46. Private Secretary to Governor, or Lieutenant Governor.
47. Private Secretary to Viceroy.
48. Public Works Department, Secretary's Office.
49. Quarter Master General.
50. Registrar to Archdeacon.
51. Registrar of High Court.
52. Resident and Political Agent.
53. Secretariat of Local Government, or Administration.
54. Secretary to Commander in-Chief.
55. Secretary to Commander-in-Chief of Her Majesty's Naval Forces.
56. Secretary to the Bishop.
57. Superintendent of Stamps and Stationery.
58. Superintending Engineer.
59. Surveyor General.
60. Superintendent, Great Trigonometrical Survey.
61. Superintendent, Revenue Surveys.
62. Superintendent General of Vaccine.
63. Superintendent General of Irrigation.

(Signed) E. C. BAYLEY,
Secretary to the Government of India.

No. 568.

Copy forwarded, for information, to the Government of Fort Saint George.

(By Order.)

(Signed) A. M. MONTEATH,
Under Secretary to the Government of India.

No. 141. ORDER THEREON, 25th May 1866, No. 533.

It is observed that this 'Notice' was re-published in the *Fort Saint George Gazette* of the 18th instant.

(True Extract).

Chief Secretary.

Exd. R. H. Lee.

No. 567.

HOME DEPARTMENT, SIMLA,

The 4th May 1866.

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8. Chief Inspector of Musketry.
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54. Secretary to Commander-in-Chief.
55. Secretary to Commander-in-Chief of Her Majesty's Naval Force.
56. Secretary to the Bishop.
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(Signed) E. C. BAYLEY,
Secretary to the Government of India.

No. 568.

Copy forwarded for information to the Govt. of Fort St. George.

By Order,

Alu. Guntakur

Under-Secretary to the Government of India.

