

9-5-03
25-7-05
1-11-08

ORDINARY, MS.

Public DEPARTMENT.
29-8-98

INDEXED

When given for copying.

[Despatch Abstract.]

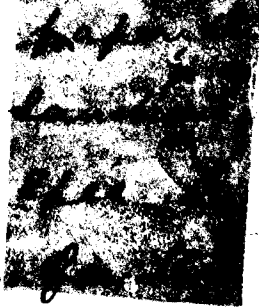
Copy of the Sept-
tember Record, for
past Recd Sept-22,
quoting that he may
be appointed to
examine I report
on the old records
of the 1st & 2nd Bords
of Recd & directing
that he take up
the special duty
at once.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read Proceedings of the

Board of Revenue, Land Revenue, dated 25th April 1893, No. 2557 Dis, Submitting revised proposals for the establishment required for sorting and indexing the old records of the Board's Office.

Order thereon, 23rd August 1893, No. 3113 Dis.

In the foregoing  Board of Revenue requests for the entertainment of a temporary establishment for purpose of sorting, arranging and indexing its old records extending from the years 1790 to 1857. The Board estimates the monthly cost of the establishment required for this purpose at Rs 1092/- and expects that the special staff will be kept occupied for at least two years. Sanction is however requested for the present till the end of the current official year.

2. After making every allowance for the magnitude and importance of the

READ AGAIN ORDER OF GOVERNMENT, DATED 18, No. , MISCELLANEOUS.

ENCLOSURES.

CURRENT No.

STATEMENT WITH DITTO.

ORDER OF GOVERNMENT.

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

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N.B.—

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work proposed, the Government Con- siderers that the establishment asked for is needlessly expensive. The work of the same magnitude and dealing with similar records has been carried on at a much less cost in the record room of the Government Office for the last three years and a half with the result that nearly two-thirds of the work has now been completed. The total cost of the establishment actually em- ployed for this purpose has been Rs 4218 or on an average about Rs 100 per mensem. This, however, does not include any charge for supervision, or for the pay of the Con- sidered Officers who were for a time spe- cially engaged on the work, nor does it include the pay of two indexers on Rs 70 each who are on the permanent staff of the Secretariat.

3. The expenses of the work of the estab- lishment proposed by the Board for its own Records are (1) the pay of the Superintendent on Rs 200 per mensem, and (2) the provision for indexers and su- perior clerks. With an experienced Superintendent who would be able to give his undivided time to the sorting of the Records, the Government Con- siderers

considers that clerks on Rs 70 are unneces- sary and that the indexing can be efficiently done by means of 7 indexers on Rs 50 each. The remaining establishment might con- sist of 15 attendants on Rs 8 each and 6 clerks on Rs 15 each. Peons are un- necessary, and if they are wanted, they should be found from the regular estab- lishment of the Board. The cost of the special establishment sketched above would be Rs 810 per mensem allowing Rs 250 for the pay of the Superintendent.

4. As a preliminary step the Chief Secretary to Government will be re- quested to depute Mr. C. H. Douthett, Super- intendent of the Government Record Office, on special duty for a month with in- structions to examine the Board's records, in order to ascertain what has to be done to reduce them to order and to submit a report as to the staff which he considers necessary as well as the time that ^{it} would in his opinion take to complete the work. The Superintendent, while he is employed on this special duty will draw a pay of Rs 250/- per mensem.

(True Extract).

Secretary to Government

To, The Public Dept.
" Commissioners of L. R.
" Accountant-General.

Gobt. of {1893} Madras.
REVENUE.

^N
Order 29th Aug 1893, N: 695.

bound: to the Supt.
Genl: Records for guid-
ance with reference
to para: 4. Mr. Doutre
will take up the
special duty at once.

7513
29/8
29/8/93

30 The Rev: Dept
Supt: Genl Records
(in original).

DESPATCHED

To

The Public Department.

Dated

Recd.

Encl.



Mis. G.O., 23rd August 1893, No. 3113.
H.

SUBJECT.

Considering that the establish-
ment proposed by the Board, for sorting,
arranging and indexing old records
the Board's Office is needlessly
burdened, and requesting the Chief
Secretary to Govt to depute Mr.
Doutre on special duty for a month
to examine the records in question
and submit a report thereon.