

Public (1899) Department.

ORDINARY MS.

G.O., No. 566

DATED 20-5-99

INDEXED.

[Despatch Abstract.]

According to the records of the New Dept. approving, with some alterations, the proposal of the Collector of South Arcot to exclude the Police Dept. from the new Collector's Office building, & calling for a further report on certain points connected with the allocation of the space in the office; and making certain remarks regarding the conduct of Mr. A.E.C. Stuart who passed the plans of the building without proper care & scrutiny.

22/5/99

BACK PAPERS.

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

FURTHER PAPERS.

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

Government (1899) of Madras.
REVENUE.

Recd. } 1899. Enclosures
Regd. } Spare copies

G.O., No. 216, 29th March 1899.

MARCH.

Order No. 56607 20-5-99.
his

Recorded.

Entered
3.5.99
Enter in C.S. Register (last page 27-3-99)

Note

It has been ascertained that Rev
is not sent his for C. i. B. Pub
But the recent one re counter initials of
orders concerning DCS officers was dated 27-3-99

The new Collector's Office Building, South Arcot.

Approving, with remarks, the proposal of the Collector of South Arcot to exclude the
Police department from — and calling for a further report on certain points connected with
the allocation of the space in the office.

27.5.99
D. no. 201199
4.5.99
11457

No. 216, REVENUE, 29TH MARCH 1899.

GOVERNMENT OF MADRAS.

REVENUE DEPARTMENT.

Read—again the following G.O., Mis. No. 1046, Revenue, dated 2nd March 1898:—

Read—the following Proceedings of the Board of Revenue (Land Revenue), Mis. No. 4543, dated 26th November 1897:—

Read—the following letter from A. E. CASTLESTUART STUART, Esq., Collector of South Arcot, to the Secretary to the Commissioners of Land Revenue, dated 30th October 1897, Ref. on Register No. 920/Eng. of 1897:—

In G.O., No. 582 W., Public Works, dated 12th March 1895, communicated with Board's Proceedings, Mis. No. 1748, dated 6th April 1895, the estimate amounting to Rs. 1,02,230 for additions and improvements to the Collector's office at Cuddalore was sanctioned by Government. The building under construction is approaching completion, and is likely to be handed over to the Revenue Department at an early date. In this building provision was intended to have been made for the following offices besides the Collector's office:—

- (1) the District Police Office,
- (2) the District Forest office and Forest range office,
- (3) the Sub-Registrar's office, and
- (4) the Stationary Sub-Magistrate's and Bench Magistrate's office and Court.

2. I submit herewith a copy of the plan both of the ground and upper floors of the new building. I have inspected the building several times and Messrs. Willock, Winterbotham and Thomson have also seen it, and I am of opinion that the accommodation provided is totally inadequate for all the establishments originally intended to be accommodated in the building. As regards my office alone, it is *physically* impossible to squeeze the whole establishment into the rooms originally provided for it.

3. The space allotted for the District Board branch (the second southern room south on the ground floor on the west side) is only a small room 19½ by 11 feet. There is sufficient sitting room for the four clerks alone, leaving out of account the space required for the opening of doors and windows and for the moving about of attenders and peons. The length of the tables of my office which are almost all of uniform size is about 4½ feet each, while their breadth is 3 feet. Taking into account the breadth of the chairs and the space required between the chair and the table, the breadth of the space required for each clerk would be about 5 feet 8 inches. So that each clerk requires a square of 4½ feet by 5¾ feet for sitting room only. The room allotted for the District Board branch can therefore hold only the four clerks. No accommodation is available for the records of this branch which are quite distinct from the general records and are contained in eight almyrahs and six big boxes. About twice as much more space is therefore required for this branch alone. The next room is intended for eight clerks (two special fund clerks, three local fund accountants and three local audit clerks). The records of the local fund account and local audit branches are also distinct from the general records and no accommodation exists for these records which are contained in eighteen almyrahs and two big boxes as the room has sufficient sitting accommodation only for the eight clerks. The next northern room which measures only 19½ feet by 16½ feet is intended to accommodate two birth and death registration clerks, two military pension clerks, one trade return clerk and one sayer clerk. This room also contains only sitting accommodation for six clerks. Moreover, there are now two sayer clerks instead of one and the Military Pension branch records which are contained in four almyrahs are quite distinct from the general records. In this room there is no space for the records of the Military Pension

branch and for the additional sayer clerk. A large hall, measuring 57½ by 21½ feet and a room 21½ by 16½ feet have been allotted for both the English and the Vernacular records of my office. But both rooms together are only sufficient to contain the *English* records. The Vernacular records are now kept in a very large room in the old building and are in quantity not much less than the English records. They have now to be left where they are in the old building, half of which is liable to ravages by white ants. The establishment in the Record has also recently been increased as there are now a record-keeper with four assistants instead of one English record-keeper and one Vernacular record-keeper with an assistant as formerly. In the upper floor, the room allotted for the English Head clerk and nine clerks and the translator which is only 20½ by 22—4½ feet is totally inadequate. The room on the ground floor directly under this room which is nearly equal in breadth and length is intended to accommodate only eight clerks. But in this room the Department of Public Works apparently expected that not only the English Head clerk and ten others but also three big boxes and one almyrah which contain printed forms and stationery required for current use in the branch could be accommodated. The inadequacy of the space allowed for the eleven clerks will be apparent when it is compared with that allowed for the eleven clerks of the Sarishtadar (76 feet by 22½ feet).

4. In the new building no provision whatever has been made for the Treasury Account branch which consists of twelve English and six Vernacular accountants. Mr. Hammick distinctly stated in his letter dated 11th July 1892 to the Consulting Architect as follows: "The existing new buildings with the rooms now under construction will accommodate the Treasury Deputy Collector and his Treasury establishment and the Head-quarters Deputy Collector and his office" and asked for accommodation for twelve English and six Vernacular accountants in the new building, of which the plan was to be prepared. The Consulting Architect probably mistook the phrase "*and his Treasury establishment*" to mean the accountants also. The "Treasury establishment" included the Treasurer, three Treasury accountants and the shroffs and gollahs only (*vide* paragraph 5 of Board's Proceedings, No. 420, dated 15th July 1891). No provision therefore exists for 18 *accountants* in the new building. The special agency branch also appears to have been entirely left out of consideration when the plan was prepared. Though there is only one clerk in the branch the records are as important as those of the General record-room from which they are quite distinct and are contained in four almyrahs and one box. Thus in the Collector's office alone, no provision has been made any where for the following:—

- (1) Records of the District Board Branch.
- (2) Do. Military Pension Branch.
- (3) Do. Local Fund Account and Local Audit Branches.
- (4) Do. Special Agency Branch.
- (5) Do. Vernacular record-rooms.
- (6) Eighteen Accountants, one additional sayer clerk, the special agency clerk and two additional record clerks.

One Abkari clerk has recently been added to the strength of the Sarishtadar's branch, but there is sufficient space in the room provided for the Sarishtadar's clerks for three or four more clerks.

5. Coming to the other offices, there is no provision for the two clerks, one bench court clerk, one attender and three copyists and one process-server and the records of the Stationary Sub-Magistrate's office, Cuddalore. There is only one hall provided for his office and court and it is marked "Bench court" in the plan. It will certainly not be conducive to the proper despatch of public business if the clerks and copyists are to be seated in one part of the court-room itself which will often be crowded with police men, pleaders and parties before the Stationary Sub-Magistrate. The records of the late Sub-Magistrate's office of Cuddalore Town are now located in the office of the Sea Customs Superintendent at Old Town, Cuddalore, three miles away from this building. As they form part of the records of the Stationary Sub-Magistrate's office, they will have to be removed and there is no space for them in the new building. The provision made for the Forest branch is also totally inadequate. There are no rooms at all for the Cuddalore Forest Ranger's office in the

No. 216, REVENUE, 29TH MARCH 1899.

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new building and it remains to be seen whether *all* the records of the District Forest-office can be placed in the rooms allotted for them in the new building. As a separate building cannot be rented for the small office of the Forest Ranger, Cuddalore, it must be accommodated in the new building.

6. The rooms allotted for the Police department also appear inadequate. Some days ago the Superintendent of Police asked me if I could spare any of the rooms originally provided for the Collector's office for his department, as the accommodation originally provided for the Police was not sufficient, either insufficient or barely sufficient. I have not heard anything about the sufficiency or otherwise of space for the Sub-Registrar's office. It has therefore to be presumed that there is no complaint from that quarter.

7. From the above details the Board will easily see that if both the Collector's office and the Police office are to be located in the new building along with the Stationary Sub-Magistrate's and Forest offices, neither department will have sufficient space whilst nearly half the records of the Collector's office and about 26 clerks and accountants of the Revenue department will have to be kept out of the building altogether. This cannot be done. Instead of both departments being seriously inconvenienced to the detriment of public business, I have the honour to suggest for the favourable consideration of the Board and Government, that the Police department should be altogether excluded from the new building. I fear there will not be enough space even for half of the Police office after the Revenue offices settle down and the Revenue offices have a prior claim on the building. The Police Superintendent, moreover, would, I understand, prefer staying where he is, to taking insufficient accommodation in the new building which space will be further reduced by a portion of the Revenue department occupying a portion of the accommodation intended for them.

9. Moreover, even if there were sufficient space to admit of the location of the Police it would, I consider, be objectionable to do so. Half the Police office is more like a pial school, where constables are catechised in the Penal and Criminal Procedure Codes and physical exercises form part of their regular instruction. There would be much overcrowding and noise and the conduct of public business in the Collector's office and the other public offices to be located in the building, some of which would be separated from the Police only by a verandah, will be seriously interfered with. The two offices occupying practically adjoining rooms, both on the ground and upper floor would doubtless lead to endless petty complaints and squabbles between the subordinates of the two offices. The only possible advantage in locating the Police under the same roof as the Collector and District Magistrate would be that the District Magistrate would have his Police Assistant, the Superintendent, close at hand. This advantage is greatly counterbalanced by many disadvantages, the chief of which is that if the Police are admitted into the rooms originally intended for them, a considerable portion of the other public offices and their records will have to be provided for elsewhere whilst all offices, including the Police, would be most uncomfortably cramped and disturbed by each other. By the total exclusion of the Police, who appear to be anxious to remain where they are, all the other offices could be conveniently and suitably accommodated.

10. I have therefore the honour to request the Board to be pleased to recommend to Government that the Police department should be excluded from the new building.

11. In anticipation of the approval of the Board and Government, the Superintendent of Police will be informed that until receipt of the orders of Government no portion of his establishment can be allowed into the new building.

Resolution—Mis. No. 4543, dated 26th November 1897.

Submitted for the orders of Government.

2. In its order, No. 582 W., dated 12th March 1895, Government sanctioned an

- (1) The District Police office.
- (2) The District Forest-office and Forest Range office.
- (3) The Sub-Registrar's office.
- (4) The Stationary Sub-Magistrate's and Bench Magistrate's office and Court.

estimate amounting to Rs. 1,02,230 for additions and improvements to the Collector's office at Cuddalore. It was intended that the new building should accommodate the marginally-noted offices besides that of the Collector. It now appears that in preparing the plans the

Consulting Architect omitted to provide accommodation for the Treasury Account Branch of the Collector's office, consisting of twelve English and six Vernacular Accountants, and that provision has also to be made for a sayer clerk and two record clerks since added to the establishment. The space allotted for the general records of the Collector's office is also found to be too small to admit the records of various departments, such as—

- (1) the District Board Branch;
- (2) the Military Pension Branch;
- (3) Local Fund Account and Audit Branches;
- (4) the Special Agency Branch; and
- (5) the Vernacular record-room.

Mr. Castle Stuart is of opinion that the additional space necessary for his own office can be secured only by excluding the Police department altogether from the new building. Apart from the question of space, he remarks that if the Police office and school were admitted into the rooms originally intended for them, there would be so much noise and confusion that the conduct of public business in the Collector's and other offices would be seriously interfered with. The Superintendent of Police himself would naturally prefer to remain where he is rather than take up insufficient accommodation in the new building. In these circumstances, the Board recommends the exclusion of the Police department from the new building.

(True Extract.)

(Signed) R. C. C. CARR,
Secretary.

To the Secretary to Government, Revenue Department,
with letter and two plans in original to be returned.

Read—the following Reference from the Board of Revenue (Land Revenue), No. 105, dated 31st January 1898:—

Read—the following letter from L. M. WYNCH, Esq., Acting Collector of South Arcot, to the Secretary to the Commissioners of Land Revenue, dated Cuddalore, 14th January 1898, Ref. on Register No. 920-Eng. of 1897:—

Adverting to my predecessor's letter, dated 30th October 1897, Reference on No. 920-Eng. of 1897, I have the honour to inform you that I have moved my office into the new building and that the rooms have been provisionally allotted as shown in the accompanying sketch.

2. The District Registrar found his present office building quite insufficient and the Inspector-General of Registration proposed to allow the Stationary Sub-Magistrate to occupy the present Registrar's office if the room intended for the Sub-Magistrate could be made over to the Registration Department in addition to the rooms intended for the Sub-Registrar. After personal inspection of the offices concerned, I accepted his proposals and hence the District Registrar's office finds rooms in the new building. Pending the orders of the Board on Mr. Stuart's letter above quoted, I have not permitted the Registration Department to occupy the rooms set apart for them.

3. The records have not yet been moved into the new building, pending provision of iron-racks by the Public Works Department. Actual experience confirms the opinion expressed by the permanent Collector that there is no room for the Police Department in this building.

Reference—No. 105, dated 31st January 1898.

Submitted for the orders of Government in continuation of Board's Proceedings, No. 4543, dated 26th November 1899.

2. The Collector is requested to forward a plan of the District Registrar's office proposed to be used as the Stationary Sub-Magistrate's Court.

(Signed) R. C. C. CARR,
Secretary.

To the Secretary to Government, Revenue Department,
with letter and two plans in original to be returned.
„ Collector of South Arcot.

Order—Mis. No. 1046, Revenue, dated 2nd March 1898.

Before accepting the Board's recommendation to exclude the District Police office from the new building, the Government desires that the Collector should be called upon to report—

(1) whether the floor-space allowed for each clerk which is about 50 square feet may not be materially reduced, say by one-half;

(2) how much space is now occupied by the records and how the respective heights of the old and new record-rooms compare;

(3) whether an extra rack cannot be placed between each two of the racks shown on the plan; and

(4) whether the additional accommodation required cannot be provided by building an upper storey over the room intended for the police school.

(True Extract.)

(Signed) G. S. FORBES,
Secretary to Government.

To the Board of Revenue (Land Revenue), with enclosures.

Read—also the following Reference of the Board of Revenue (Land Revenue), No. 681, dated 22nd June 1898 :—

Read—again Proceedings of the Board of Revenue (Land Revenue), Mis. No. 4543, dated 26th November 1897.

Read—again Reference from the Board of Revenue (Land Revenue), No. 105, dated 31st January 1898.

Read—also the following Reference from the Board of Revenue (Land Revenue), No. 302, dated 17th March 1898 :—

Read—again Board's Proceedings, Mis. No. 4543, dated 26th November 1897, and Reference No. 105, dated 31st January 1898.

Read—also the following letter from L. M. WYNCH, Esq., Acting Collector of South Arcot, to the Secretary to the Commissioners of Land Revenue, dated 26th February 1898, Ref. on Regr. No. 920-Eng. of 1897 :—

With reference to Board's Reference on Govt. Regr. No. 165 of 1898, No. 105, dated 31st January 1898, I have the honour to forward, herewith, a plan of the present District Registrar's office proposed to be utilised as the Stationary Sub-Magistrate's Court prepared by the Minor Irrigation Overseer. I have called for a copy of the plan from the Executive Engineer, but it has not yet been received. As soon as it is received, it will be submitted if necessary.

Read—also Government Order, Revenue Department, No. 1046, dated 2nd March 1898.

Read—also the following letter from L. M. WYNCH, Esq., Acting Collector of South Arcot, to the Secretary to the Commissioners of Land Revenue, dated Cuddalore, 4th March 1898, Ref. on No. 920-Eng. Cur. of 1897 :—

I have the honour to forward, herewith, copies of my letter to the Executive Engineer, dated 7th December 1897, and of his reply thereto, dated 26th February 1898, regarding the provision of record-racks in the new Collector's office building here. The record-racks are absolutely necessary for the "Vernacular" records and, as suggested by me to the Executive Engineer, rows of book-shelves should be fixed in the "English" record-room to provide for expansion of records for at least fifteen years. Though under paragraph 2, chapter X of the Public Works Code, this should have been done by the Public Works Department, I am required to obtain the sanction of Government for the preparation of an estimate for it. The glass windows referred to by the Executive Engineer are not necessary for the upstairs room now, as since my requisition to the Executive Engineer the clerks in that particular room were removed to the "Court" room and the Court located in that room. The room on the northern side of the building on the basement floor, now occupied by the Account Department, alone requires to be provided with glass windows. The rattan-matting required for the Collector's office room is not absolutely necessary, and I can dispense with that. I request that the sanction of Government may be obtained for the preparation of an estimate for the above improvements and for a latrine for the office to be executed by the Public Works Department.

ENCLOSURES.

From L. M. WYNCH, Esq., Acting Collector of South Arcot, to the Executive Engineer, South Arcot Division, dated 7th December 1897, Ref. on No. 920-Eng. Cur. of 1897.

Adverting to the correspondence ending with your letter, No. 1318-M., dated 22nd September 1897, regarding record-racks for the record-room in the new cutcherry, I have the honour to inform you that I have carefully re-considered the matter and had measurements, &c., taken with the result that it appears to me to be absolutely necessary to have record-racks put up—if not now at any rate in the near future.

2. In the first place the two rooms marked English and Vernacular records on the plan (*vide* tracing sent herewith for ready reference) are only sufficient for the English records and the record establishment. The clerks will sit in the small room, in which can be placed a few almirahs containing subject files and disposed of records of the current and past years.

3. The larger room could be made to contain about 60 almirahs of the size of those now in use, viz., 4 feet by 1½, if they were arranged in three rows—two almirahs back to back each row—lengthwise down the room, leaving two passages 3 feet wide down the centre and two more on either side by the windows, with transverse passages 5 feet wide alongside the end walls and opposite the doorways.

4. The existing records fill 35 almirahs of the average size above quoted, and record-racks to contain Board's monthly volumes equivalent in size to 24 more almirahs have been constructed, that is to say, 59 almirahs in all leaving thus no room at all for expansion of records.

5. It appears to me, therefore, absolutely necessary that some provision for record-racks should be made, and under paragraph 2, chapter X of the Public Works Department Code, this should be done by your department.

6. If rows of book-shelves could be fixed from floor to ceiling to the eight blank wall spaces at the eastern and western ends of the two rooms in question, Board's monthly volumes could be arranged thereon and floor space for 24 almirahs as above noted would be set free which would provide for expansion of records for at least fifteen years.

7. The best means of affixing such book-shelves I leave to you; I am convinced that something of the kind must be done and request you to be good enough to prepare a supplemental estimate accordingly.

8. It is much to be regretted that the matter was not gone into before the building was completed.

So much for the English records. The Vernacular records are kept in the old building to the north of the new cutcherry where they are exposed to the ravages of white ants, damp, &c., and some of them at least must be moved.

As the rooms originally intended for the Police department are not to be occupied by that department, I have been able to make the room set apart as Police school (*vide* tracing

attached) available for Vernacular records. These records are all contained in dufters, and light iron racks from floor to ceiling would be, in my opinion, the most suitable mode of accommodating them, and I have the honour to request that you will be good enough to prepare an estimate for these two giving as much capacity to the racks as possible consistent with due provision for light and air.

As these fixtures were not included in the original estimate, I presume my having signed the completion certificate and taken over the building will not preclude you from sending in these estimates as supplemental estimates and charging the cost to savings if any on the whole work. Pending the disposal of the question, I have not taken any steps to move any portion of the records into the room in question.

From J. E. PAUL, Esq., Executive Engineer, South Arcot Division, to the Collector of South Arcot, dated 26th February 1898, No. 12-R.D.

Referring to your No. 920-Eng. Cur. of 1897, dated 3rd February 1898, I have the honour to enclose a copy of the Chief Engineer's No. 523-C., dated 27th January 1898, communicated with Superintending Engineer's Endorsement, No. 51-S.A., dated 1st February 1898, and request that you will be good enough to apply for sanction of Government as desired in paragraph 5 of the Chief Engineer's number quoted above.

Read—also the following letter from L. M. WYNCH, Esq., Acting Collector of South Arcot, to the Secretary to the Commissioners of Land Revenue, dated 10th March 1898, Ref. on No. 920-Eng. Cur. of 1897:—

In continuation of my letter, dated 26th February 1898, Ref. on No. 920-Eng., I have the honour to forward, herewith, plan of the present District Registrar's office at Cuddalore received from the Executive Engineer, who states that it is the standard plan. As he wants the plan back, I request that it may be returned when no longer required.

Reference—No. 302, dated 17th March 1898.

Government Order, No. 1046, Revenue, dated 2nd March 1898, read above will be communicated to the Collector of South Arcot, with the request that the information therein called for may be furnished at an early date.

(Signed) R. C. C. CARR,
Secretary.

To the Collector of South Arcot.

Read—also the following letter from L. M. WYNCH, Esq., I.C.S., Acting Collector of South Arcot, to the Secretary to the Commissioners of Land Revenue, dated 7th May 1898, Ref. on Regr. No. 920-Eng. of 1898:—

I have the honour to reply to Board's Reference No. 302, dated 17th March 1898, and to re-submit the enclosures received therewith.

2. In its Order, Mis. No. 1046, Revenue, dated 2nd March 1898, Government requires information on the following points:—

(1) Whether the floor space allowed for each clerk may not be materially reduced, *e.g.*, by one-half;

(2) How much space is now occupied by the records and how the respective heights of the old and new record-rooms compare;

(3) Whether an extra rack cannot be placed between two racks shown in the plan; and

(4) Whether the additional accommodation required cannot be provided by building a room over the Police school room.

3. In answer to the first question, I have the honour to state that I personally superintended the allocation of the rooms and can confidently assert that the floor space allowed to each clerk could only be reduced by crowding the clerks' tables and

chairs so close that the attenders could not move amongst them without causing general disturbance, and by what would be a still greater hindrance to work, separating clerks who belong to the same section. In the first instance, the English head clerk, translator and ten clerks were assigned the room marked Police clerks and accountants in the plan showing the distribution originally contemplated, but I had afterwards to move them into the court-room which was larger. There is room to spare in the room allotted to the Sarishtadar's clerks and in the room assigned to the Magistrate and head vernacular clerks, but it would be impossible to squeeze the two latter clerks and their assistants and attenders into the room occupied by the Sarishtadar's clerks.

4. Questions 2 and 3.—The English records of the office are at present contained in 35 almirahs of the average size of 6 feet by 4 feet by $1\frac{1}{4}$ feet. These records consist of disposed of papers, books and mounted maps, &c. There are besides Board's monthly volumes now kept on shelves in the old record building sufficient to fill 24 more almirahs of the size mentioned.

5. The new record-room is destitute of racks or shelves, and no arrangements have been made for fixing them. The arrangement of racks shown in the plan is therefore misleading. On being asked to put up racks, the Executive Engineer replied that "your proposal to put wooden pegs all round the room to carry shelves would simply mean knocking the walls to pieces" and suggested wooden racks. A contract for the supply of them was entered into before I assumed charge, and these "racks" are about the same size as the almirahs referred to above. If racks are to be put up from floor to ceiling (the height of the room is 16 feet), they must be sunk into the floor which is of stone and also attached by some means to the ceiling. It would not be possible to insert racks between the spaces indicated in the plan. To do so would narrow the space between racks inconveniently and block out light and air.

Supposing racks were now to be erected, the total cubical contents would be 5,040 * cubic feet in the large room; rack
* Twelve racks as marked on plan $9' \times 2\frac{1}{2}' \times 16'$, and four racks at the end walls $9' \times 1\frac{1}{4}' \times 16'$. could not be put up in the small room, as this is required for the record establishment to work in.

6. The Vernacular records in the old record-rooms at present occupy 5,790 cubic feet. The floor space of the present record-room is 3,654 square feet, that of the new record-room (large room only) is about 1,230 square feet.

7. It will be seen from these figures that the accommodation provided for "records" in the new cutcherry is totally inadequate.

8. Question 4.—I submit a plan obtained from the Superintendent of Police showing the accommodations provided in his present office building.

9. From what has been already written, it will, I think, be obvious from an inspection of this plan that even the building of an additional room over the "Police school" would not provide sufficient accommodation for the Police department unless the rooms proposed to be allotted to the Registration department are to be made over to the Police instead.

10. Apart from the many inconveniences to which the location of the Police department in the new cutcherry would give rise, as pointed out by Mr. Castlestuart Stuart in his letter, No. 920, dated 30th October 1897, I beg to urge upon the Board and Government that the Police officials are more conveniently placed where they are and as against the cost to Government of house-rent may be set the saving of cost of building an office for the Stationary Sub-Magistrate and the saving of cost of enlargement of the District Registrar's office.

The Stationary Sub-Magistrate at present occupies the ryots' shed in the taluk cutcherry compound. The District Registrar's office is too small for him but would accommodate the Sub-Magistrate admirably.

If the Police department is to be located in the new cutcherry the District Registrar cannot possibly be put in there too as well as the Sub-Registrar or Stationary Sub-Magistrate and expenditure must be incurred on an office for one or other of these officials.

13. In conclusion, I submit that the arrangements proposed by me for the acceptance of the Board and Government are the outcome of a considerable amount of personal thought and attention devoted to the matter by my predecessor Mr. Castlestuart Stuart as well as by myself.

Reference—No. 681, dated 22nd June 1898.

Submitted to Government with reference to its order, No. 1046, Revenue, dated 2nd March 1898.

2. In its order No. 582 W., dated 12th March 1895, Government sanctioned an estimate of Rs. 1,02,230 for additions and improvements to the Collector's office at Cuddalore, South Arcot district. It was then intended that the new building should

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|---|---|
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(2) The District Forest office and Forest Range office;
(3) The Sub-Registrar's office; and
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|---|---|

Architect when preparing the plans, and that the space allotted for the different offices was in several respects inadequate. Mr. Castlestuart Stuart was of opinion that additional space could be secured for his office only by excluding the Police department altogether from the new building. In its Proceedings, Mis. No. 4543, dated 26th November 1897, the Board supported the Collector's recommendation.

3. In his letter No. 920, dated 14th January 1898, Mr. Wynch reported that the Collector's office had been moved into the new building. He also stated that on a representation made by the Inspector-General of Registration he had agreed that the Stationary Sub-Magistrate should be transferred to the District Registrar's building and the latter to the room intended for the Stationary Sub-Magistrate in the new building. The Board submitted the Collector's letter for the orders of Government in continuation of its Proceedings, Mis. No. 4543, dated 26th November 1897, and called for a plan of the District Registrar's office which it was proposed to use as the Stationary Sub-Magistrate's Court—*vide* Board's Reference No. 105, dated 31st January 1898.

4. In its order, No. 1046 R., dated 2nd March 1898, passed on the above correspondence, Government called for a report from the Collector on the following points:—

(i) Whether the space allowed for each clerk, which is about 50 sq. ft., cannot be materially reduced, say, by one-half?

(ii) How much space is now occupied by the records and how the respective heights of the old and the new record-rooms compare?

(iii) Whether an extra rack cannot be placed between each two of the racks shown in the plan?

(iv) Whether the additional accommodation required cannot be provided by building an upper storey over the room intended for the Police school?

5. In his letter No. 920-Genl., dated 7th May 1898, the Collector reports on the several points referred to by Government.

As to (i)—The Collector states that he personally superintended the allocation of the rooms and that he can confidently assert that the space allowed to each clerk cannot be reduced except by crowding the tables and chairs together so as to cause great inconvenience and obstruct the conduct of business.

(ii) The space now occupied by the records is shown in the margin. The Collector has not reported the height of the old record-room; possibly because the whole height of the room up to the ceiling is not taken up by the records. The height of the present record-room is 16 feet.

English records almirahs	$(35 + 24) \times 6 \times 4 \times 1\frac{1}{2} =$	C.F.T.
Vernacular records		1,770
		5,799
	Total	7,569

(iii) The original estimate contained no provision for record-racks, and the indication of racks on the plan was therefore misleading. The Collector states that it is not possible to insert new racks between those shown in the plan, as it would render the space between the racks inconveniently narrow and would shut out light and air. This is apparently the case as on the measurements given the space between adjacent racks would vary from $15\frac{3}{4}$ to 21 inches unless the width of the intermediate racks were reduced to $1\frac{1}{4}$, when the intervening space would vary from $1' 11\frac{1}{4}"$ to $2' 4\frac{1}{2}"$.

As to (iv) In the opinion of the Collector, even if an additional room were built over that intended for the Police school, as suggested by Government, there would still not be sufficient accommodation for the District Police office. If, however, it is decided that provision must be made for the Police office in the new building as it now stands, the Collector is of opinion that the Stationary Sub-Magistrate or the Sub-Registrar will have to be shifted elsewhere. The Collector accordingly proposes to exclude the Police office from the building and to provide accommodation for the District Registrar's office in the hall allotted to the Stationary Sub-Magistrate. This arrangement, it is said, would save the cost of extending the present District Registrar's office and of building a new office either for the Stationary Sub-Magistrate or for the Sub-Registrar. Although the present District Registrar's office does not contain the space provided in the standard design for the Stationary Sub-Magistrate's office, yet it is reported to be admirably suited for the purpose. The Board supports the above proposals which are the outcome of the personal attention devoted to the matter by two successive Collectors.

6. The English records are now contained in almirahs and shelves of low height and much space is thus wasted. The Collector states that he first proposed to the Executive Engineer that provision for the expansion of records for at least 15 years to come might be made by fixing rows of book shelves in the English record-room and that the room originally intended for the Police school might be fitted with light iron racks and used for the vernacular records. The Executive Engineer pointed out that Government sanction was necessary for the work and the Collector accordingly addressed the Board on the subject (*vide* his letter, dated 4th March 1898). From the Collector's letter No. 920-Genl., dated 7th May 1898, it appears that the Executive Engineer has taken objection to supports being driven into the walls all round so as to carry shelves and has suggested that wooden racks might be put up instead. The Board considers that the most satisfactory course would be to replace the present low almirahs by wooden racks reaching from floor to ceiling in both the English and the Vernacular record-rooms.

7. The Collector also proposes that a latrine should be erected for his new office. The Board recommends that orders may issue in the Public Works Department for the preparation of the necessary estimates for this as well as for the racks, proposed in the previous paragraph.

(Signed) LIONEL DAVIDSON,
Acting Secretary.

To the Secretary to Government, Revenue Department,
with Collector's letters, and enclosures,
to be returned and copy of Board's Reference
order, dated 17th March 1898, No. 302.

Endorsement of the Judicial Department, No. 2077, dated 28th September 1898, on Board's Proceedings, Ref. No. 681, dated 22nd June 1898.

Referred to the Inspector-General of Police for remarks with reference to the question of excluding the Police from the new building.

OOTACAMUND,
28th September 1898.

(Signed) A. R. KNAPP,
Acting Under Secretary.

To the Inspector-General of Police (with original papers to be returned).

READ—the following Endorsement of the Judicial Department, No. 540, dated 21st February 1899:—

Read—the following letter from H. A. STUART, Esq., I.C.S., Acting Inspector-General of Police, Madras, to the Chief Secretary to Government, dated Madras, 14th February 1899, No. 640:—

In reply to Mr. Knapp's Endorsement, No. 2077, dated 28th September 1898, I have the honour to state that after considerable delay the Superintendent of Police, South Arcot, has submitted an inadequate report on the possibility of getting the required accommodation for his office in the present rented building. I have returned his report for further information but I may say that I have hopes of getting the necessary alterations and additions carried out by the landlord on condition that the rent is raised from Rs. 85 to Rs. 100, of which Rs. 10 will be recovered by subletting a part of the building as residences to the office Inspectors. *If this arrangement can be carried out I think it will be preferable to keep the Police office where it is as the site is a convenient one.*

2. I return the papers forwarded with the endorsement.

Endorsement—No. 540, Judicial.

Transferred to the Revenue Department.

21st February 1899.

(Signed) A. R. KNAPP,
Acting Under Secretary.

To the Revenue Department.

ORDER—No. 216, Revenue, dated 29th March 1899.

Miscellaneous.

In the circumstances stated in Mr. Wynch's further report of the 7th May 1898, submitted with the Board's Refer-

ence read above, the Government considers that the necessary additional space required for the Collector's establishments in the new catcherry buildings at Cuddalore cannot be secured without excluding the Police department. This course is accordingly approved, and the question of providing accommodation for the Police department elsewhere will be separately considered in the Judicial Department.

2. Mr. Wynch appears to have made the best of the accommodation available; but before finally accepting the revised allocation of space proposed by him, the Government desires to have a further report on the following points:—

(i) It is proposed to accommodate the District Registrar's office in the new buildings and to move the Stationary Sub-Magistrate into the building occupied by the Registration department. A comparison of the accommodation available in this building with that provided in the type design for a Stationary Sub-Magistrate's

office shows that the former falls considerably short of the requirements of the Stationary Sub-Magistrate. Mr. Wynch's remark that the District Registrar's present office building would accommodate the Sub-Magistrate "admirably" is therefore not altogether understood.

(ii) In the original distribution of space, provision was made for the Sub-Registrar's office, but the revised allocation omits it. It should be explained whether the omission is intentional, and if so, where it is proposed to accommodate this officer and his clerks.

3. Mr. Wynch states that the accommodation provided for the records in the new buildings is totally inadequate. This appears to be due to the fact that almirahs or racks of about 6 feet height are to be used. A considerably larger space for records can be secured if, as recommended by the Board of Revenue, racks of wood or iron from floor to ceiling be provided for the English record-room and for such portion of the Vernacular record-room as is not required for the record-keeper. The necessary orders for the erection of such racks as well as for the construction of a new latrine for the office will issue in the Public Works Department.

4. His Excellency the Governor in Council is in this connection constrained to remark that had Mr. A. E. C. Stuart who passed the plans of the buildings in the first instance exercised proper care and scrutiny in the matter, the difficulties disclosed in the above papers might have been avoided.

(True Extract.)

A. Edington
for Secretary to Government.

To the Board of Revenue (Land Revenue), with enclosures.
" the Judicial Department
" the Public Works Department.
" the Public Department.
" A. E. C. Stuart, Esq., I.C.S.

Exd. P. Sentharam.

50 Copies.

To the Under Secretary.

The Public Dept order
on Rev. E. No 216 of 29.3.99
has apparently been sent to the
Rev. Dept for information that
the ~~remarks about~~ ^{remarks about} ~~the~~ ^{the} ~~document~~ ^{document} ~~has~~ ^{has} ~~been~~ ^{been} ~~noticed in the Public Dept~~ ^{noticed in the Public Dept}
has been ~~noticed in the Public Dept~~ ^{noticed in the Public Dept}
The Rev. Order was counter-
initiated by the Chief Secretary
in the Judicial Dept.

But for the future similar
orders ~~to go up to the~~ ^{to go up to the}
Pub Dept

W.S.
9.5.99

Secy.

The Public Dept

Draft order below may
be concurred in & the file
returned to Public.

He

13/10/88

Yes

8/11/57

Pub Dept

Done 1/17/58



When given for copying _____
When copied _____
When examined _____
When signed _____ } 189 .

READ AGAIN G.O., No. _____, DATED
189 .

~~SECRET~~ No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT A A A A A A A

LETTER OF GOVERNMENT.

~~SECRET~~ WITH DETTO.

APERS NOT FILED UP, BEING MEANT FOR DE-PATCH
IN ORIGINAL.

N.B.—
A = Copy in full.
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