195 .

Department of

OFFICE

STATION

REV No. 1386

Dated 11—10.1859.

Pages in the file.

SUBJECT.

C.F. 71.

Back Papers.

Dis.	No.	Department. Series.	Date.	Dis.	No.	Department. Series.	Date.

Further Papers.

Dis.	No.	Department. Series.	Date.	Dis.	No.	Department. Series.	Date.

M.R.O. 14—10,000—21-4-22

MADRAS RECORD OFFICE.

Government of Madras.

Revenue **DEPARTMENT.**

G.O. No. 1386 Press ~~Mis.~~

Dated October 11, 1859.

15-66

Not to be folded or roughly handled

No. 65. FROM C. PELLY, ESQ., *Member of the Board of Revenue*; to J. D. BOURDILLON, ESQ., *Secretary to Government, Revenue Department, Fort Saint George, dated 29th September* 1859, *No.* 36.

In conformity with the instructions of Government communicated in their Proceedings No. 803 under date 17th June last, I have the honor to report for the information of the Honorable the Governor in Council, that on receipt of that order I entered upon the duty assigned to me of arranging the details necessary to give effect to the views of Government for the revision of the Revenue Establishments as set forth in the memorandum of Government dated 4th June 1859.

2. The first thing to be done was to direct the Collectors to take immediate steps for the re-arrangement of Táluqs, and the preparation of Maps showing the boundaries of the new divisions of their respective Districts. A copy of the Circular* issued on the subject is herein enclosed.

* *Enclosure No* 1.

3. The question of Establishments that will be required for the Districts was the next point to be considered. I have now the honor to submit a scale† of Establishments, that will hereafter probably be necessary, prepared in personal communication with yourself, and which I propose sending to the Collectors as a general guide for fixing the Establishment of each Táluq and District; allowing Collectors to suggest such alterations as peculiar circumstances may seem to render advisable. In doing this I shall be particular in explaining to Collectors how the Establishment now proposed is likely to prove sufficient for the duties to be performed in future.

† *Enclosure No.* 2.

4. The scale of Establishments is founded upon those already sketched out by the Board's Sarishtadar referred to in para. 12 of Mr. Bourdillon's memo. A memo.‡ explanatory of the duties of each official is annexed.

‡ *Enclosure No.* 3.

Sarishtadar and Vernacular correspondence Department.

5. The salary of the Manager and his Deputy having been so lately fixed at their present rates, I felt doubtful whether I should be justified in suggesting any alterations; but it occurred to me that the salary of the Manager should now be raised, if it is intended to retain that Officer, as at present, in a higher relative position than the Tahsildars, whose pay being increased, necessarily, as it seemed to me, would involve an increase in the Manager's salary also. But this view was not adopted by the Government; and the Manager's salary will remain as at present at 175 Rupees. I have also changed the name Manager to Sarishtadar as more adapted to the duties of his office (see memo.) I have not thought it necessary to retain a Deputy Manager in the present scheme and I have arranged (see memo.) for the duties of the Sarishtadar so as not to interfere with those of the Deputy Collector at the Huzúr station by giving the entire control of the Account Department to the Deputy Collector, who will thus have a direct and sole responsibility in that department. The Sarishtadar will have general control over the rest of the office, but more especially over the Vernacular branch of the Establishment, in which he will perform so much of the work formerly transacted by the Sarishtadar as still remains under the new system.

6. I have allowed 16 persons for this department including the Sarishtadar himself; the duties will be similar to those performed by Munshís, and their Gumashtas at present, including also the miscellaneous work of a Sarishtadar.

English Correspondence and General Account Department.

7. The English correspondence department will be under the immediate direction of the Head Clerk, subject to the general inspection of the Sarishtadar. The Head Clerk will attend chiefly to the English correspondence, and he will, from his position, be able to afford all the assistance that the Sarishtadar (or Manager) could require from a Deputy. The English and Vernacular accounts formerly separated, have been combined here under one department. There are 8 English and 7 Vernacular accountants for all duties of account, including the preparation of periodical returns, Jamabandí, and other revenue statements, both at the Huzúr, and while the Collector is on circuit. The Accountant will now perform the duties hitherto executed conjointly by the Gumashtas lately under the Head Sarishtadars of the District and by the writers in the English Department, and

will be under the immediate control of the Deputy Collector at the Huzúr, but will always be available for the general work of the office when required. It is in this department that the labor has been economised most, by the combination of the English and Vernacular Departments. The ability of so reduced a number to perform the work now performed by Huzúr Gumashtas, will depend on the efficient working of the new system of accounts, and the simplified method of conducting the annual revenue settlements now in progress in all Districts.

8. I propose uniting these two departments together; I can see no objection now to the Treasurer of cash being also the custodian of stamp paper, as he is already of postal stamps. His duties as Cash Keeper are very much less than they used to be, as he has to keep no accounts except the account of actual receipts and payments, Mr. Breeks even thought one Gumashta to assist him was sufficient; and under the present system it might be thought an unexceptionable measure to reduce his salary. But I am not disposed to recommend a sum less than 100 Rupees, as the office is one of great responsibility, though the work is not laborious, and considerable security is required from the holder, and great respectability should attach to the office. But I think that the office of Stamp Daroga may now be united to that of Cash Keeper, and the salary or commission now paid to the former from the stamp revenue, be carried to the credit of Government. But I would not allow the Treasurer to be a stamp vender. He should merely issue the stamps to the venders, and perform the duties of a Daroga, assisted by the two Accountants I have allowed in the Treasury Department. He would have a certain amount of stamps under his immediate custody; the bulk, as the bulk of the cash; would be under the Deputy Collector's key and seal, and be issued as required.

Treasury and Stamp Department.

9. This Establishment has been placed on a more efficient footing than it is at present in some Districts.

Printing Department.

10. In this item are included all peons, attenders in the Kachahri, sweepers, &c. It is framed in a great degree, on the Establishments of the kind lately assigned for Chingleput, and North and South Arcot. The number of peons is much smaller than it has been usual to allow in some Districts, where besides a large number attached immediately to the Collector, many of the ministerial servants had 1 2 3, or even more peons attached to them. The allotment of peons proposed is shown in the margin, I would observe that it does not provide for any guards, which I understand to be exclusively the province of the Police Department to supply. Neither is any provision made for peons to attend upon the Members of the Department of Public Works nor on the Medical Department. With respect to guards, I consider that the Collector and Magistrate and his European subordinates should always be furnished with a Police guard at their residences, and also when on circuit. It will be the duty of the Police Department to supply these.

Office Servants.

Collector including 1 Dafadar.	13
Assistant Collectors.....3	
Deputy Collectors.....2	
Sarishtadar..... 1	
—	
19	
—	

11. This concludes the Huzúr Establishment, in which are included the Establishments of the Collector and Magistrate, the Assistant Collector and Magistrate, and the Huzúr Deputy Collector and Magistrate. The monthly cost is Rupees 41,860, or per annum Rupeer 5,02,320.

12 I have not thought it necessary to allow a Manager so Sarishtadar for the Sub-Collector and Head Assistant Collector; a person to be denominated Head Clerk will, I think, suffice for these Officers on salaries of 80 and 45 Rupees respectively.

Sub-Collectors and Head Assistant's Establishments.

13. The Establishment of the Deputy Collector at present, is, for the first class 79 Rupees, and for the second class 64¾ Rupees. The Government do not consider it desirable that the Deputies should have large Establishment as they are expected to do much work themselves, I have, therefore, not greatly increased the present establishment, but have made them the same for all at 75 Rupees per month each. They may possibly require some modification when the duties of Deputy Collectors are better defined; when the Deputy

Deputy Collector's Establishment.

is not acquainted with English, he must have a man who can assist him, and such can hardly be procured under 25 Rupees; and three in all are not more than will, I think, be required to make the office efficient, though the Deputy himself performs much of the work done by a Munshí or Gumashta in the Sub or Head Assistant's office.

14. I have allowed for only three classes of Tahsildars, and have modified their salaries with reference to financial considerations, and their relative position to Deputy Collectors, Manager and Tahsildars. It will rarely occur that the revenue of a Táluq will now be under one lac of Rupees, and therefore, I have excluded the lowest class proposed in Mr. Bourdillon's memo. I have recommended the three following scales of salaries, *viz.*

Táluq Establishment.

	No.	
1st Class	36 at 200	Rupees.
2nd Class	54 at 160	,,
3rd Class	71 at 120	,,
	161	

The average will be little more than 151¼ Rupees upon which average the scale is now framed.

15. I would here take the liberty of suggesting that the salaries of these Officers should not be regulated entirely with reference to the revenue of their Táluqs. It will perhaps be admitted that a revenue of 4 lacs of Rupees in a rich and small Táluq such as those in Tanjúr could be collected with greater ease than a smaller revenue from a number of poor scattered villages in a larger Táluq, and that the administration of the smaller and more compact Táluqs, would, though the revenue were greater, be less troublesome and laborious than that of the larger, though poorer District.

16. By regulating the grade also by the revenue, it is not improbable that one District, Tanjúr, would have none but first class Tahsildars; and I think it would be desirable to give a fair proportion to all Districts, and allow the classes to be regulated according to service and merit. By this a wholesome competition will be introduced into every district, and afford greater opportunities to all Collectors to reward meritorious and good services, and to appoint, on the best salaries, the fittest men for the most difficult Táluqs, in their respective Collectorates. I have with this object in view made the calculation of the classes for each District with reference to the probable number of Táluqs in them.

17. The establishment under the Tahsildar needs not much explanation. It is I think provided on a scale that will prove efficient, and varies but little from the scale given as a guide in Mr. Bourdillon's memo. para. 21. I have omitted the designation of Jawábnevís, and have called all the subordinate clerks simply Gumastas to be employed as Munshís or Accountants as occasion requires. I have allowed for three revenue Inspectors, and assigned a fixed salary instead of a salary subject to increase on length of service. There is no other situation in the Huzúr or Táluqs for which provision is made for a change of salary with reference to service irrespective of situation; and as there will be nearly 500 of these men it would be inconvenient to be continually changing the accounts which must be done frequently. I would propose, therefore, that instead of regulating these salaries with reference to their services, there be three fixed grades on 20, 17, and 14 Rupees each.

18. There is considerable difference of opinion as to the necessity of cultivation Inspectors at all. I think that as the new and improved system of Revenue management progresses, the necessity for periodical examination of land and crops will be quite unnecessary. But the Tahsildars will frequently require some person to send for special local investigations, and by and bye two such persons on a better salary of 25 Rupees each for every Táluq will probably suffice; but for the present more may be found necessary; and for occasional investigation only I have, therefore, allowed three; and financial considerations suggest a smaller salary than I am otherwise disposed to allow them. If *periodical* examinations of crops are as at present to be made, I question even if 4 men would be a sufficient number.

19. In estimating the number of peons, no provision is made for guards of any kind, which I assume are to be entirely provided by the Police; and peons for conveying the District Dawks are not provided for in this scheme of establishment. The District Dawk probably requires a thorough revision which should be made in communication with the Post Office authorities. There are it appears 945 peons of the Establishment now employed on Tapal duty, the amount of their salaries will not be available for the Police absolutely, so it will be found deducted in the general estimate at the close of this report, pending the settlement of the question as to the propriety of the District Dawk, being conveyed by Revenue or Magistrate peons. With the limited* number of peons now assigned it will be quite impossible to dispense

Order of Govt., P. D. No. 1491, *dated 2d Decr.* 1858.

* 1 *Dafadar*, 18 *Peons.*

with the use of batta peons for serving revenue processes; and I am of opinion that the use of batta peons should be legalized.

20. I have provided for a Head Assistant's Establishment in every District; but with reference to the observation in para. 27 of the memo., I have allowed for Establishments of 13 Sub-Collectorates only, and have excluded the Sub-Collector of Masulipatam, the additional Sub-Collector of Canara, and the principal Assistants of Ganjam and Vizagapatam. The Establishment for the special Assistants of Tanjúr and Malabar are also excluded. Should it be deemed in-expedient to abolish any one of the Officers, the cost of the office will have to be deducted from the surplus of 99,756 Rupees shown below, or else deducted from the amount of Rupees 13,09,641, set aside for the Police.

21. The monthly cost of the proposed Establishments will be 1,34,445¼ or per annum 16,13,343 Rupees. The scale has been prepared on a careful consideration of the subject with the Board's Sarishtadar, and the salaries assigned are on as liberal a scale as financial exigencies admit. The sum total is within the amount supposed to be necessary by Mr. Bourdillon, though some considerable alterations have been necessarily made in Mr. Bourdillon's calculation.

22. In Mr. Bourdillon's memorandum (para. 26) the probable financial effect of the proposed measure gives the cost at only 16,67,000 Rupees. In that scheme it was calculated that 141 Táluqs (para. 17) would be the number required, but in case it should be found inexpedient to adopt the number given in para. 17, it was increased to 150. But a serious error, you are since aware, occurred in summing up the number of Táluqs proposed for each District in para. 17. The 141 Táluqs should have been 161, and, therefore, to allow for a greater number in some Districts than those now proposed it would be proper to assume 170 as the probable number; but in the foregoing calculations I have only assumed 161 the actual number in Mr. Bourdillon's memorandum; and thus making at once a difference of about 77,220 in the financial results on Mr. Bourdillon's calculation. In the memorandum also no provision was made for the Deputy Collectors' Establishment. In the annexed memorandum I have corrected these omissions in Mr. Bourdillon's scale which would then raise the cost calculated on the same rates from 16,67,000 Rupees to 17,80,214 Rupees; the scale as now revised it will be seen, amounts to 16,13,343 Rupees thus allowing a margin of Rupees 1,66,871.

Memorandum of Establishment according to the scale alluded to in Mr. Secretary Bourdillon's Memorandum and as now proposed.

Mr. Bourdillon's scale.					Revised Scale.				Comparison.	
Number of Districts.	Items.	Rate per each.	Amount per month.	Amount per annum.	Number of Districts.	Rate per each.	Amount per month.	Amount per annum.	Increase.	Decrease.
1	2	3	4	5	6	7	8	9	10	11
20	Collector's Office Establishment.	2,083¾	41,666¾	5,00,000	20	2,093	41,860	5,02,320	2,320	,,
17	Sub-Collector's do	300	5,100	61,200	13	300	3,900	46,800	,,	14,400
22	Head Assistant's do	200	4,400	52,800	20	144	2,880	34,560	,,	18,240
59	Deputy Collector's not included in Mr. Bourdillon's Estimate	,,	2,999½	35,994	38	75	2,850	34,200	,,	1,794
150	Táluq Establishment.....	585	87,750	} 11,30,220	161	515¼	82,955¼	9,95,463	,,	1,34,757
11	Do. not included in Mr. Bourdillon's Estimate...	585	6,435							
		,,	14,835⅙	17,80,214	,,	,,	1,34,445¼	16,13,343	2,320	1,69,191
									Net...	1,66,871

23. The present amount of Revenue and Police Establishment is Rupees 29,66,832
Deduct the amount to be transferred for Police..... 13,09,641

Remainder... 16,57,191

Deduct the Salary of 945 Peons (say at 3½ Rupees, and 4 Rupees) employed now and to be retained for District Posts as mentioned in para. 19... 42,700

Remainder..... 16,14,491
Deduct present proposed Establishment... 16,13,343

Surplus..... 1,148

Add the salaries and fixed Tent allowance of 4 Sub Collectors and 2 Special Assistants to be abolished... 78,608

Add also the amount of stamp commission paid to the Stamp Darogahs... 20,000

Surplus available to meet any extra demands... 99,756

24. This Estimate is framed it must be observed on the limited number of 161 Táluqs only being allowed. It is unnecessary at present to speculate on what may be the actual number eventually fixed. It does not either provide for any Deputy Tahsildars or extra Deputy Magistrates which may be required in some localities. But from the surplus available sum of 99,756 Rupees, there will be a fund to meet these charges.

25. The Scale of salaries has been drawn up with a view to make every Department efficient and no more, by giving a sufficiency of hands and a moderately liberal remuneration to the officials. But there is one exception to this remark, I must make in favor of Peons, whose salary, though much higher than hitherto, is fixed at too low a rate I fear, 5 Rupees. From several enquiries I have made, I am of opinion that 5 Rupees, is not sufficient to support a Peon, and his family; and if financial considerations would permit, I would have the lowest pay fixed at 6 Rupees. To allow, however, 5½ Rupees for half the number, and 6 Rupees for the other half, would be a great benefit; and this would entail a further cost of 26,082 Rupees per year; and perhaps this may be allowed.

26. The surplus at disposal, after giving the full amount of 44 per cent. on present Establishment to the Police, is, as shewn above 99,756 Rupees; and out of this sum the following items have to be provided.

1st. Deputy Tahsildars with Establishments.

2ndly. Táluqs in excess of the estimated number of 161.

3rdly. The salaries of the Special Assistants with their Establishments in Ganjam and Vizâgâpatam, the expediency of abolishing these being doubtful.

4thly. Increased salary of Peons.

Until the settlement of the other questions is disposed of, it may be as well not at present to make an alteration in the estimated salary of the Peons, and I therefore propose to let it lay by until the replies of Collectors are received.

27. I contemplate all Táluq statements, even the Jamabandí settlement statements, being made by the Táluq servants. I think the annual settlement as a general rule may now be conducted by the Tahsildar and merely reviewed by the Collector. This will still further simplify matters, and render the work of every Department easy of accomplishment, and the establishments now proposed equal to the work throughout the year.

28. By the scheme now proposed there will be many Public servants thrown out of employ. Several will no doubt get employment in the Police Department and others may possibly be taken on the Inám Commission or Revenue Survey Departments; but there will still be many thrown out of their usual means of livelihood; I reckon the number to amount to about 11,357 Persons as shown in the accompanying Memorandum.

Enclosure 4.

29. As this report and the scale of Establishment is merely a revisal of my report, dated 8th August, I would request permission to cancel that letter.

MEMORANDUM *of the duties to be performed by the Establishment of the Revenue Department.*

1. The Establishment of the Huzúr Kachahri as now sketched is expected to work together generally. Each individual being available for any Department, Revenue, Magisterial, Salt, Sáir, or Sea Customs at any time when his services are most required.

Collector's Establishment.

2. The Establishment of the Collector will consist of the following Departments.

1. Sarishtadar and Native correspondence Department.
2. English correspondence and general Account Department.
3. Treasury and Stamp Department.
4. Press Department.
5. Miscellaneous Office Servants.

3. The Vernacular Correspondence Department and the Correspondence branch of the English Department will be under the general direction of the Sarishtadar; and the General Account branch of the English Department, as well as the Treasury and Stamp Department, and the Press Department will be under the Deputy Collector in charge of the Treasury; the Sarishtadar will be responsible for the Correspondence branch, and the Deputy Collector for the Account branch. The Head Clerk will have the immediate care of the Correspondence and account branches of the English Department, subject to the general supervision of the Sarishtadar and the Deputy Collector respectively as already stated. The object of placing the whole English Department under the direct care of the Head Clerk is that the several hands attached to the Department may be available for general duties, whenever any heavy work is to be performed while at all other times each individual can attend to the work specially allotted to him.

Sarishtadars and Vernacular Correspondence Department.

4. The Sarishtadar will exercise an immediate supervision over the Vernacular Correspondence Department and have as before said a general control over the English Correspondence branch. It will be his duty to see that the reports and petitions are disposed of without delay to look to the unanswered lists of correspondence in both the Vernacular and English Departments from time to time: and to attend to the disposal of such papers as may be specially referred to him by the Collector whether in the Revenue or Magistrate Department. He will have to countersign all the orders prepared for the signature of the Collector. He will transact the business connected with the Board's orders referred for his disposal; and examine the estimates and papers received from the District Engineers for the countersignature of the Collector. It will be the duty of the Sarishtadar to see that the business in both departments is promptly and efficiently conducted, and that all Registers are properly kept, and that the Records are well arranged, and preserved in good order. He will, however, have nothing to do with periodical returns; these the Deputy Collector will have charge of; but it will be his duty to compile or prepare with the assistance of the hands in the English Department any special returns that may be called for, by higher authorities or required by the Collector. He will accompany the Collector when on Circuit for Jamabandí, and assist him in those duties. When the Jamabandí returns are received from the Táluqs it will be his business to examine them first, and after satisfying himself that they are correct, he will forward them countersigned to the Account Department for the preparation of general returns. He will have the immediate assistance of the Translator and a Vernacular Clerk.

Translator.

5. The Translator will assist the Sarishtadar in his general duties, preparing Translations and Abstracts of all papers requiring translation.

Vernacular Clerks.

6. There are 13 Vernacular Clerks to conduct the correspondence duties both in the Revenue and Magistrate Departments.

One Clerk on 50 Rupees. He will be the chief Native correspondence clerk, he is subject to the immediate supervision of the Sarishtadar. His principal duty will be to read before the Collector the Revenue Reports, get necessary orders prepared and countersigned by the Sarishtadar, and take them for the signature of the Collector. He will also attend to any important correspondence in the Magistrate Department transferred to him.

One Clerk on 40 Rs. He will perform similar duties to the foregoing in the Magistrate's Office.

One Clerk on 35 Rs. He will be employed in the preparation of all Drafts of Revenue orders under the immediate directions of the first clerk. After they are approved of by the first clerk, he will get them copied fair, and after comparing them will deliver them to the first clerk, to be taken to the Collector for signature. He will also assist the drafting of orders in the Magistrate Department whenever the work may be heavy there.

One Clerk on 30 Rs. His principal business will be to read before the Collector all the Revenue and Magistrate Petitions, and write the endorsements according to the orders he may receive. He will also keep the registers of such Petitions and Endorsements, and for this he will have the aid of one of the Clerks for a few hours whenever necessary.

One Clerk on 25 Rupees will be attached to the Manager to assist him in all his general duties and to prepare any orders that may be dictated by him. He will correct all proofs for the press in the Vernacular.

One Clerk on 25 Rupees will keep registers of all reports and orders. He will also be employed in dispatching all the papers from the office.

One Clerk on 20 Rupees will attend on the Deputy Collector in charge of Treasury. His chief business will be to keep a list of all the periodical returns due from the táluqs, and to prepare reminders for those not received in time. He will prepare all the orders in the account department according to the instructions of the Deputy Collector and also attend upon him while engaged in transacting the Magistrate business.

One Clerk on 20 Rupees will be attached to the Assistant Collector to do duties under him. If there is no assistant he will attend in the department and perform general duties under the instructions of the Sarishtadar.

One Clerk on 20 Rupees will be employed in preparing short and usual orders, and orders in the Revenue and Magistrate Departments and in taking down depositions.

Two Clerks on 15 Rupees each—These two hands will be employed for fair copying all the orders and enclosures for despatch. One of these will be available for taking down depositions or preparing drafts of orders whenever the clerk allotted for that purpose may have more business than he can do.

One Clerk on 15 Rupees. His chief business will be to collect all references required in the Revenue and Magistrate Departments and assist generally the clerk who is allotted for registering reports and orders and dispatching the latter from the office.

One Clerk on 15 Rupees. He will have charge of all the current records, and paste the correspondence in the volumes, collect, and take care of the reports &c., received daily at the Kachahri, until distributed, and assist generally the clerk who has charge of Petitions.

One Record keeper on 40 Rupees will have charge of all the Vernacular records and supply all the papers required for reference. He will also see that the current records are kept in proper order and be responsible for the safe custody of all the papers.

English correspondence and general Account Department.

7. This consists of two branches, correspondence and account. The former shall be under the immediate care of the head clerk subject to the supervision of the Sarishtadar; and the latter under the Deputy Collector, but the clerks and accountants in both departments will be available for all general duties whenever required and the distribution of work on such occasions shall generally be made by the head clerk.

8. Head Clerk.—The Head Clerk will be responsible for all the English correspondence. It will be his duty to see that all the papers are disposed of without delay; and that all letters received and dispatched are entered in the Register books, and pasted in the volumes according to the Departments; that proper Index books are kept, and that letters dispatched are neatly entered in

sections and examined, and that the records in the office are well arranged and kept in order. He will draft English correspondence, and correct the drafts prepared by others before they are sent for the approval of the Collector, and in disposing of important Revenue letters except those which may be taken by the Manager himself for drafting, the Head clerk will take the instructions of the Manager and assist him generally in all such duties, as if he were the Sarishtadar's Deputy.

9. There are eight clerks allowed for the correspondence branch.

One Clerk on 50 Rupees. He will keep registers of correspondence, and enter all the letters received and dispatched every day. He will docket letters, and superintend the dispatching of papers from the office. He will assist the Head Clerk in disposing of papers, and prepare all ordinary and usual drafts.

One Clerk on 45 Rupees. He will be employed in preparing necessary materials in English for the District Gazette subject to the orders of the Deputy Collector, and correct all English proofs from the press. He will also attend to the examination of the fair copies of all the letters and returns in the office.

One Clerk on 35 Rupees. He will have charge of the Magistrate papers and dispose of all the ordinary papers, those of importance being taken up by the Head Clerk. He will assist the above two Clerks in entering letters in the Registers, and dispatching papers from the office, examining fair copies of letters and correcting proofs of the press.

One Clerk on 30 Rupees, will have charge of all the papers connected with the public work correspondence and attend to the disposal of all ordinary papers in that Department. He will keep registers of estimates received for countersignature of the Collector and attend to the preparation of the returns of Chutrums and Traveller's bungalows, and all periodical returns connected with the Department of Public Works. He will also prepare all the monthly returns of fines, trials and dismissals of public servants, Registers of petitions and all other returns of a similar description submitted to the Board of Revenue.

One Clerk on 25 Rupees will have charge of all the papers connected with the Postal Department and Military Pensioners and prepare the monthly accounts in those Departments. He will keep Registers of Ináms, Yaumias, and other Pensions, and prepare such returns as are required to be submitted to the Board in connection therewith. He will also prepare quit rent bills advertisements for sales of land for arrears, Indent for postage labels, and attend to all such duties of a Miscellaneous nature.

One Clerk on 20 Rupees. His principal duties will be to collect and supply all references that may be required by the Collector, Manager, Head Clerk, and others and replace them in their proper places as soon as they are done with. He will assist the record keeper in arranging records, and pasting the papers in volumes. He will also be available for other Miscellaneous duties.

Two Clerks on 15 Rupees will be chiefly employed in fair copying letters, and returns in the correspondence Department, and entering the correspondence in the letter Sections. They will be also available for Miscellaneous duties.

One Record Keeper on 40 Rupees. He will have charge of all English records and be responsible for their proper arrangement and safe custody. It will be his duty to examine the letters entered in Sections, and see that in this part of the business arrears do not accumulate. He will also assist the Head Clerk generally in drafting correspondence, checking references, &c.

10. This Branch contains eight English and seven Vernacular Accountants altogether fifteen. The duties generally of each of these persons will be as follows.

General Account Branch.

One English Accountant on 70 Rupees. He is the Head of the Account Department and is placed under the immediate orders of the Deputy Collector. He will be responsible for the correct and punctual preparation of all the periodical Statements and accounts to be sent to the Board of Revenue, Accountant General, and Civil Auditor.

One Accountant on 45 Rupees. He will keep the Register of all notices issued by him to the Cash keeper for all money receipts and disbursements. He will write the Huzúr Cash

Chitthá, and make a monthly abstract of it by posting the transactions of each day. He will examine finally the Táluq account current with reference to his register and other vouchers, and see that all the Táluq remittances correspond with the entries in the Huzúr Chitthá. In these duties he will be generally assisted by one Native Accountant.

One Accountant on 35 Rupees. He will keep abstract for the Táluq monthly account current, statement of demand collection and balance, Returns of cultivation and prices, and post the entries in the abstract from time to time as each return is received with the aid of one of the vernacular Accountants.

One Accountant on 30 Rupees. His principal duty will be to examine all the accounts rough and fair prepared in the office for transmission to the authorities. He will also keep abstracts for all the annual accounts in which he will post entries from time to time from the monthly accounts as soon as they are dispatched, so that they may be readily available for the preparation of annual accounts as soon as the year is over.

One Accountant on 25 Rupees. The chief business of this man will be to prepare the monthly and annual financial accounts from the General abstracts kept in the office relating to Land Revenue, Salt, or Sea Customs, and deliver them to the Accountant mentioned in the previous paragraph for examination.

One Accountant on 20 Rupees. He will have charge of Stationery and all printed blank forms of Bills, Statements and Returns and keep accounts of them. He will be in charge of any small sums for contingent disbursements of the office and keep account of it, he will prepare the pay abstracts and contingent bills and accounts of Sádirwárid charges. He will keep abstract for the quarterly statement of demand collection and balance to be sent to the Accountant General, and a register of all periodical returns, to be submitted to the different authorities, note down the dates of dispatch, and bring to the notice of the first Accountant if there are any arrears.

One Accountant on 15 Rupees. He will have charge of all registers kept in the Account Department for bills of exchange and letters of advice, interest orders on the promissary notes, transactions connected with the Government Saving Bank and loans. He will also prepare the bills of exchange, letters of advice, interest orders, and other documents of the kind.

One Accountant on 15 Rupees. This Accountant will be generally available for all other duties of a miscellaneous kind not specially provided for, his particular business will be to copy fair all the statements and accounts prepared in the office and to attend to the preparation of the annual Jamabandí accounts and such other accounts as may be given by the 1st Accountant.

One Vernacular Accountant on 45 Rupees. His chief duty will be to prepare all orders for payment, whether in the Huzúr or Táluqs, and to examine the Vernacular vouchers received for payments, and the monthly estimates received from Táluqs for reserving cash. He will also examine the monthly Táluq accounts in all their details with the assistance of one of the Accountants and deliver them promptly to the 2nd English Accountant for final examination and compilation of general monthly accounts. He will also superintend the preparation of the Jamabandí accounts.

One Accountant on 35 Rupees. He will generally assist in the examination of all Táluq accounts and preparation of Jamabandí and other accounts. He will also aid the 2nd English Accountant in the transaction of his duties.

One Accountant on 30 Rupees will be employed in reading off the Táluq accounts for entry in the English general abstracts, and examining the calculations and additions in the several statements received and prepared in the office.

2 Accountants on 20 } They will be available for all other general duties of a miscellaneous kind
2 do. on 15 } not specially provided for and for the preparation of any special returns that may be required. They will accompany the Collector when he goes for Jamabandí and examine the settlement accounts and complete them by additional entries that may be required in them and aid the first Vernacular Accountant under the immediate orders of the Manager. They

will also be chiefly employed in the preparation of annual Jamabandí in the Huzùr Kachahri. They will likewise assist the other accountants in the ordinary duty of examining additions and calculations and dictating accounts to the English Accountants from the Vernacular returns.

11. In this memo. the duties of each of the Clerks and Accountants are prescribed as far as the general and usual duties performed in a Collector's office are known, according to this, each Clerk and Accountant will have certain particular duties allotted to him, and he will be responsible for the correct and prompt discharge of these duties; but this is not to prevent them from attending to any other business that may be given them from time to time, either by the Head Clerk or English Accountant according to their description who are best able to judge of the capabilities of each individual and the work to be done in the office, with reference to which every work will have to be distributed. For instance, supposing the annual Jamabandí accounts are to be prepared, the work is not confined to some particular persons, but it may be distributed among all the Clerks and Accountants, and by this arrangement one or two statements will fall to the share of each individual, who in addition to his usual duty can spare time to attend to the extra work and in this way the work can be done easily and expeditiously. The same course is to be adopted whenever the annual periodical accounts are to be prepared for submission to the Accountant General and when any special returns are called for. This is the advantage of having one combined Department for all purposes. Whenever any of the servants are absent from illness or other cause, arrangements should be made by the Head Clerk for the duties allotted to him being performed by some other person in the office, so that the work may not fall into arrears by their absence. The same course is to be followed in all other Departments.

12. When the Collector goes on circuit for Jamabandí the Vernacular correspondence Department and the Sarishtadar and Translator will probably accompany him, with the exception of the Record keeper and four Vernacular clerks, of whom two being attached to the Deputy and Assistant Collectors will attend on them, the other two will remain in the Huzúr to supply any papers that may be required by the circuit Kachahri, and to attend to any other calls that may be received; during this period these two Vernacular clerks who will not have much to do, can be employed under the Record keeper to arrange the old records &c., one or two English clerks will also accompany the Collector to attend to the ordinary current duties of the English department with the aid of the Translator. Four or five Vernacular Accountants will likewise follow him to attend to the examination of the settlement accounts under the immediate superintendence of the Manager.

13. This department will be under the immediate control of the Deputy Collector. The

Treasury and Stamp Department.

Cashkeeper will have charge of the cash as usual and be also the custodian of stamps and postage labels. His business will be to supply them on indents passed by the Deputy Collector but not to sell them. He will keep the accounts relating to them and be responsible for their correctness. He has two Accountants attached to him, one of them will prepare Chitthá for the cash receipts and disbursements and the other write the accounts connected with postage labels and stamps and furnish the necessary information to the English account department for the preparation of general returns to be submitted to the Superintendent of Stamps. The three Sarráffs will attend to the receipt and issue of coins, postage labels and stamps, and one of them will keep the detailed statement of coins received and issued, and prepare rough Chitthá. The three Gollas will watch the Treasury and be employed in conveying cash to other places, and taking bags in and out of boxes, &c.

14. This department does not require any particular notice. It consists altogether of

Press Department.

4 Compositors, 2 Pressmen, and 2 Ballmen, the head Compositor will be the foreman, and will attend to all difficult tasks one of the Compositors who is on the receipt of 25 Rupees will be employed chiefly in printing the District Gazette and be responsible for that work being done properly and punctually. The assistant Pressman and Ballman will assist the Compositors in distributing types and setting up ordinary matters.

Office Servants.

15. There are 16 attenders for the whole office and their duties will be to attend on different officers to convey messages, to hand over papers called for, and to carry their daftars, and other papers when they go from one place to another in the office, and take care of the papers in the office and tie up bundles and daftars and keep them in proper order. Those employed in the Vernacular Department should understand to read the local language and those employed in the English Department to read that language. The 2 attenders on 10 Rupees each will be attached to the Record Department one for the Vernacular and the other for the English. The others will be distributed as follows:

Sarishtadar, ...	1	
Vernacular Revenue Clerk, ...	1	When the Kachahri goes on circuit one will remain in the Huzúr and the rest will go on circuit.
Do. Magistrate Clerk, ...	1	
Do. Petition Clerk,...	1	
Whole Vernacular Department generally,	1	
Head English Clerk, ...	1	
Clerk in charge of current Records, ...	1	One of them will accompany the circuit Kachahri to attend on the English Clerk going with it.
Whole correspondence Department generally, ...	1	
English Accountant, ...	1	
Native do., ...	1	One of them will accompany the Native Accountant to the circuit Kachahri.
Whole Accountant Department, ...	1	
Deputy Collector, ...	1	
Treasury Department, ...	1	
Press Department, ...	1	
	14	

16. The Muches will attend in the English Department generally and one of them will be chiefly employed in binding books both in the English and Vernacular Departments. There is one Dafadar who will attend on the Collector. Of the 18 Peons, 12 are intended for the Collector, 3 for the Assistant Collector, 2 for the Deputy Collector and 1 for the Sarishtadar. The lamp lighters and sweepers are to attend all the Departments.

17. The Sub Collectors are allowed an establishment of 300 Rupees. There are seven Clerks given and will be available for all the duties indiscriminately according to the pleasure of the Sub Collector. The duties of these Clerks will be chiefly those prescribed here. The Head Clerk will attend to the disposal of all important Revenue and Magisterial matters that may be referred to him and aid the Sub Collector in making the annual settlement. The 2nd Clerk will be employed in reading Revenue reports and preparing orders, the 3rd will attend to these duties in the Magistrate Department subject to the immediate supervision of the Head Clerk. The 4th Clerk will be employed in conducting the English correspondence, keeping the papers connected with it, and preparing usual periodical returns. The 5th will keep registers of reports and orders and despatch the latter from the office. The 6th and 7th Clerks will be employed in drafting ordinary and usual orders and collecting references. One of them will have charge of records and be responsible for their safe custody. During the time of Jamabandí all the Clerks except the Revenue and Magistrate and English Clerks will be available for the examination of Settlement Accounts. The duties of the other office servants have been already noticed.

18. An establishment of 144 Rupees is allotted to the Head Assistant Collector. He is allowed 4 Clerks being less by 3 of the number given to the Sub Collector. Their duties will be nearly similar to those prescribed for the Sub Collector's establishment but on a smaller scale.

19. The Deputy Collectors have an establishment of 75 Rupees. They are allowed 3 Clerks. The first Clerk will be employed for English business, the 2nd and 3rd for Revenue and Magisterial duties, for keeping Registers of correspondence and despatching papers and attending to all Miscellaneous duties. During the time of Jamabandí all the 3 hands should be made available for the examination of Settlement Accounts.

Táluq establishment.

20. Each Tahsildar is allowed an establishment of 364 Rupees which does not include his pay. He will have altogether one Sarishtadar and 8 Gumashtas and 3 Revenue Inspectors.

21. The Tahsildar will have a general control over the whole establishment, but will attend chiefly to the correspondence branch and see that the orders received from the Collector are replied to without unnecessary delay.

22. The Sarishtadar is the chief Accountant in the Táluq and will be held responsible for the correct preparation and punctual transmission of all the Periodical Returns to be submitted to the Huzúr. He will see that the several Abstracts and Registers are properly kept and that the entries are posted in them from time to time with reference to the village accounts. He will also take care that the village Returns are punctually received. He will exmaine the accounts prepared in the Táluq and sign all such Returns as are sent to the Deputy Collector in charge of Treasury.

23. Of the eight Gumashtas, the first will prepare the monthly estimates, Pay Abstracts, Contingent Bills, &c., and the monthly Account Current of Receipts and Disbursements which are to go to the Huzúr, and superintend the preparation of all the other monthly accounts. The 2nd will be engaged in writing Cash Chitthá of Receipts and Disbursements and keep Abstracts of them, each day's transactions being posted in them every evening, so that on the last day of the month the totals under different heads may be formed and the Abstracts delivered to the 1st Gumashta, who is to prepare the monthly Account Current. The 3rd will keep the Abstracts of cultivation and prices and fill them up from the village Returns and prepare the Statement of cultivation, returns of prices and memorandum about state of season. He will also keep village Abstracts of demand Collection and Balance and prepare Statements relating to the same to be submitted to the Huzúr. The fourth will prepare all annual Jamabandi Accounts, compare all the fair Statements and returns, and examine the additions and calculations, and keep accounts of Sádírwárid and Contingent charges, and generally attend to all other duties of miscellaneous nature. The 5th will keep Registers of orders and reports and dispatch the latter with the purport of their contents. He will also have charge of all Records in the Kachari, and be responsible for their safe custody. The remaining three will attend to the Revenue and magisterial correspondence, take depositions, prepare drafts of reports according to the instructions of the Tahsildar. During the time of Jamabandí the four Gumashtas with the Sarishtadar will be available for the preparation of the Settlement Accounts, besides attending to their proper duties. The three Revenue Inspectors will be at the disposal of the Tahsildar for the examination of cultivation or village accounts, or any other local enquiry that may be required. They are not to be retained at the Kasba, but sent out in the Táluq when required.

29th September 1859.

(Signed) C. PELLY,

Member to the Board of Revenue.

Revised establishment proposed for the Districts generally.

	Nos.	Rate	Amount
COLLECTOR'S HUZÚR.			
1. Sarishtadar and Vernacular correspondence Dept.			
Sarishtadar...	1	0	175
Translator.	1	0	70
Vernacular Clerk.	1	0	50
Do.	1	0	40
Do.	1	0	35
Do.	1	0	30
Do.	2	25	50
Do.	3	20	60
Do.	4	15	60
Record Keeper.	1	0	40
	16	0	610
2. English correspondence and General account Dept.			
Head Clerk..	1	0	100
Do.	1	0	50
Do.	1	0	45
Do.	1	0	35
Do.	1	0	30
Do.	1	0	25
Do.	1	0	20
Do.	2	15	30
Do.	1	0	40
Record Keeper...	1	0	70
Accountant (English)	1	0	45
Do.	1	0	35
Do.	1	0	30
Do.	1	0	25
Do.	1	0	20
Do.	2	15	30
Do.	1	0	45
Do. (Vernacular)	1	0	35
Do.	1	0	30
Do.	2	20	40
Do.	2	15	30
	25	0	810
3. Treasury and Stamp Department.			
Cash Keeper...	1	0	100
Accountant..	1	0	25
Do....	1	0	15
Sarráf...	1	0	35
Do.	1	0	25
Do....	1	0	15
Golla	1	0	10
Do....	1	0	8
Do.	1	0	7
	9	0	240
4. Printing Department.			
Head Compositor...	1	0	35
Compositor...	1	0	25
Do....	2	15	30
Press Man...	1	0	12
Do....	1	0	8
Ball Man	1	0	8
Do....	1	0	7
	8	0	125

Revised establishment proposed for the Districts generally.—(Continued.)

	Nos.	Rate	Amount.
5. Office servants.			
Attenders	2	10	20
Do.	6	8	48
Muche	8	7	56
Do.	1	0	12
Dafadar	2	10	20
Peons	1	0	14
Do.	10	7	70
Lamp lighter	8	6	48
Sweeper	2	5	10
	2	5	10
	42	0	308
Total Huzúr Establishment...	100	0	2093

Establishments for the Sub-Collector Head Assistant and Deputy Collector.

	Sub-Collector.			Head Assistant.			Deputy Collector.		
	No.	Rate.	Amount.	No.	Rate.	Amount.	No.	Rate.	Amount.
Head Clerk	1	...	80	1	...	45	1	...	25
Clerk	1	...	35	1	...	25	1	...	14
Do.	1	...	30	2	15	30	1	...	12
Do.	1	...	25	...	...	...	...	...	...
Do.	1	...	20	...	...	...	...	...	...
Do.	2	15	30	...	...	...	...	...	...
Muche	1	...	10	1	...	8	...	...	...
Lamp Lighter	1	...	5	1	...	5	1	...	5
Sweeper	1	...	5						
Dafadar	1	...	10	...	...	...	...	...	...
Peons	6	6	36	4	6	24	2	6	12
Do.	2	7	14	1	...	7	...	...	...
Daftarband	...	...	...	...	...	...	1	...	7
	19	...	300	11	...	144	7	...	75

Táluq Establishment.

	No.	Rate.	Amount.
Tahsildar 1st Class 36 at 200 2nd Class 54 at 160 3rd Class 71 at 120 } Average	1	..	115¼
Sarishtadar	1	...	50
Head Gumashta	1	...	20
Gumashta	1	...	20
Do.	2	15	30
Do.	4	12	48
Sarráf	1	...	15
Daftarband	1	...	7
Dafadar	1	...	8
Peons (exclusive of Treasury Guards.)	18	5	90
Sweeper and Lamp Lighter	2	5	10
Revenue Inspector 1st Class 1 at 20 2nd Class 1 at 17 3rd Class 1 at 14 } Average	3	17	51
Peons for ...do	3	5	15
	39	...	515¼

Abstract.	Persons.	Amount	Persons.	Amount.
Huzúr.	No.	rates	No.	Rates.
1 Sarishtadars and Vernacular Correspondence Department	16	610		
2 English Correspondence and General Account Department	25	810		
3 Treasury and Stamp Department	9	240		
4 Printing Department	8	125		
5 Office Servants	42	308		
			For 20	Districts.
20 Huzúr Establishments ... each	100	2093	2000	41,860
13 Sub-Collectors do ... „	19	300	247	3900
20 Head Assistants do ... „	11	144	220	2880
38 Deputy Collectors do ... „	7	75	266	2850
161 Táluq do ... „	39	515¼	6279	82,655¼
Total proposed Establishment per month...			9,012	1,34,445¼ 12
Do. per annum				16,13,343
According to Mr. Bourdillon's Estimate as given in his Memorandum	16,67,000			
Add the Establishment as at present allowed to the Deputy Collectors which was omitted in the calculation	35,99¼			
Add also the Táluq Establishments for 11 Táluqs at 585 Rs. each per month not included in the memorandum 150 Táluqs only being taken into account instead of 161 Táluqs.	77,220			
				17,80,214
Less than Mr. Bourdillon's revised Memorandum				1,66,871

(Signed) C. PELLY,
Member of the Board of Revenue.

29th September 1859.

(True Copies.)

C. PELLY,
Member of the Board of Revenue.

No. 66. ORDER THEREON, 11th October 1859, No. 1386.

Ordered to lie over till Mr. Pelly submits his further report on the replies of the Collectors to whom he proposes to circulate these papers.

Mr. Pelly's report dated 8th August last will be cancelled.

(Signed) T. PYCROFT,
Chief Secretary.

1 Copy sent Rev Bd Office
by steamer 17-1-73

Revenue Board Office
Fort St George
29th September 1859

No. 36.

From

C Pelly Esqr
Member of the
Board of Revenue

To

J D Bourdillon Esqr
Secretary to Government
Revenue Department

Sir,

In conformity with the instructions of Government communicated in their Proceedings No 803 under date 17th June last, I have the honor to report for the information of the Honorable the Governor in Council, that on receipt of that order I entered upon the duty assigned to me of arranging the details necessary to give effect to the views of Government for the revision of the Revenue Establishments as set forth in the Memorandum of Government dated 4th June 1859.

2. The first thing to be done was to direct the Collectors to take immediate steps for the re-arrangement of Talooks, and the preparation of Maps shewing the boundaries of the new divisions of their respective Districts -

A copy of the Circular* issued on the subject is herein enclosed. *Enclosure No 1.

3. The question of Establishments that will be required for the Districts was the next point to be considered. I have now the honour to submit a scale* of Establishments that will hereafter probably be necessary, prepared in personal communication with yourself, and which I propose sending to the Collectors as a general guide for fixing the Establishment of each Taluk and District; allowing Collectors to suggest such alterations as peculiar circumstances may seem to render advisable. In doing this I shall be particular in explaining to Collectors how the Establishments now proposed is likely to prove sufficient for the duties to be performed in future. *Enclosure No 2.

4 The scale of Establishments is founded upon those already sketched out by the Board's Sheristadar referred to in Para 12 of Mr Bourdillon's Memo. A Memo explanatory of the duties of each Official is annexed.* *Enclosure No 3.

5 The Salary of the Manager and his Deputy having been so lately fixed at their present rates, I felt doubtful whether I should be justified in suggesting any alteration, but it occurred to me that the salary of the Manager should now be raised, if it is intended to retain that Officer, as at present, in a higher relative position than the Talukdars, whose pay being increased, necessarily, as it seemed to me, would involve an increase in the Manager's salary also. But this view was not adopted by the Government, and the Manager's Salary will remain as at present at 175 Rupees. I have also changed the name of Manager to Sarishtadar as more adapted to the duties of his office (see Memo). I have not thought it necessary to retain a Deputy Manager in the present scheme and I have arranged (see Memo) for the duties of the Sarishtadar so as not to interfere with those of the Deputy Collector at the Huzoor Station by giving the entire control of the Account Department to the Deputy Collector, who will thus have a direct and sole responsibility in that Department. The Sarishtadar will have general control over the rest of the Office, but more especially over the Vernacular branch of the Establishment, in which he will perform so much of the work formerly transacted by the Sarishtadar as still remains under the new system.

Sarishtadar and Vernacular Correspondence Depts.

I have

6. I have allowed 16 persons for this Department including the Sheristadar himself; the duties will be similar to those performed by Munshies, and them Gumastahs at present, including also the Miscellaneous work of a Sheristadar.

7. The English correspondence Department will be under the immediate direction of the Head Clerk, subject to the general inspection of the Sheristadar. The Head Clerk will attend chiefly to the English correspondence, and he will, from his position, be able to afford all the assistance that the Sheristadar (or Manager) could require from a Deputy. The English and Vernacular accounts formerly separated, have been combined here under one Department. There are 8 English and 7 Vernacular accountants for all duties of account, including the preparation of periodical returns, Jamabundi, and other revenue statements, both at the Huzur, and while the Collector is on Circuit. The Accountants will now perform the duties hitherto executed conjointly by the Gumastas lately under the Head Sheristadars of the Districts,

English Correspondence and General Accounts Department

and

3

and by the writers in the English Department, and will be under the immediate control of the Deputy Collector at the Huzur, but will always be available for the general work of the Office when required. It is in this Department that the labor has been economised most, by the combination of the English and Vernacular Departments. The ability of so reduced a number to perform the work now performed by Huzoor Gumastas, will depend on the efficient working of the new system of accounts, and the simplified method of conducting the annual revenue settlements now in progress in all Districts

Treasury & Stamps Departments

8. I propose uniting these two Departments together. I can see no objection now to the Treasurer of Cash being also the custodian of Stamp paper, as he is already of Postal Stamps. His duties as Cash Keeper are very much less than they used to be, as he has to keep no accounts except the account of actual receipts and payments. Mr Brooks even thought one Gumasta to assist him was sufficient and under the present system it might

might be thought an unexceptionable measure to reduce his salary. But I am not disposed to recommend a sum less than 100 Rupees, as the Office is one of great responsibility, though the work is not laborious, and considerable security is required from the holder, and great respectability should attach to the Office. But I think that the Office of Stamp Daroga may now be united to that of Cash Keeper, and the salary or commission now paid to the former from the stamp revenue, be carried to the credit of Government. But I would not allow the Treasurer to be a Stamp Vender. He should merely issue the Stamps to the Venders, and perform the duties of a Daroga, as fixed by the two accountants I have allowed in the Treasury Department. He would have a certain amount of Stamps under his immediate custody, the bulk, as the bulk of the cash would be under the Deputy Collectors' key and seal, and be issued as required

9. This Establishment has been

Bombay Dept.

been placed on a more efficient footing than it is at present in some Districts.

Office Servants. 10 In this item are included all peons, attenders in the Cutcherry, Sircars &c. It is formed in a great degree on the Establishments of the kind lately assigned for Chingleput and North and South Arcot. The number of Peons is much smaller than it has been usual to allow in some Districts, where, besides a large number attached immediately to the Collector, many of the Ministerial Servants had 1-2. 3. or even more Peons attached to them. The allotment of Peons proposed is shewn in the

the margin, I would observe that it does not provide for any guards, which I understand to be exclusively the province of the Police Department to supply. Neither is any provision made for peons to attend upon the Members of the Department of Public Works nor on the Medical Department.

With respect to guards, I consider that the Collector and Magistrate and his European subordinates should always be furnished with

× Collector including Duffadar. 13
Assistt Collectors 3
Deputy Collectors 2
Serishtadar 1
19

with a police guard at their residences, and also when on circuit. It will be the duty of the Police Department to supply these.

11 This concludes the Moozoor establishment, in which are included the establishments of the Collector and Magistrate, the Assistant Collector and Magistrate, and the Moozoor Deputy Collector and Magistrate. The monthly cost is Rupees 1,860 or per annum Rs. 22,320.

Sub Collrs and Head Assistants Establishments

17. I have not thought it necessary to allow a Manager or Sherishtadar for the Sub Collector and Head Assistant Collector, a person to be denominated Head clerk will, I think, suffice for these Officers on salaries of 80 and 45 Rs respectively.

Deputy Collectors establishment.

13. The establishment of the Deputy Collector at present, is, for the first class 79 Rupees, and for the second class 64¾ Rs. The Government do not consider it desirable that the Deputies should have large establishment as they are expected to do much work themselves, I have therefore not greatly increased the present establishment, but have made them the same for all at 75 Rs per Month each. They may possibly require some modification when the duties of Deputy Collectors are better defined; when the Deputy is not acquainted with English, he must have a man who can assist him, and such can hardly be procured under 25 Rupees, and three in all are not more than will, I think, be required to make the Office

efficient

efficient, through the Deputy himself performs much of the work done by a Moonshe or Doomastah in the Sub or Head Assistants Office.

14. I have allowed for only three classes of Tahsildars, and have modified their salaries with reference to financial considerations, and their relative position to Deputy Collectors Manager, and Tahsildars. It will rarely occur that the revenue of a Taluq will now be under one lac of Rupees, and therefore I have excluded the lowest class proposed in Mr Bourdillon's Memo. I have recommended the three following scales of salaries Viz.t

Taluq Establishment.

	No.		
1st. Class	36	at 200	Rupees
2d. Class	54	at 160	"
3d. Class	71	at 120	"
	161		

The average will be little more than 151¼ Rupees upon which average the scale is now framed.

15. I would here take the liberty of suggesting that the salaries of these Officers should not be regulated entirely with reference to the revenue of their Taluqs. It will perhaps be admitted that a revenue of 4 lacs of Rupees in a rich and small Taluq such as those in Tanjore could be collected with greater ease than a smaller revenue from a number of poor scattered Villages in a larger Taluq, and that the administration of the smaller and more compact Taluqs, would, though the revenue were greater, be less troublesome and laborious than that of the larger, though poorer

poorer District.

16. By regulating the grade also by the revenue, it is not improbable that one District, Tanjore, would have none but first class Tahsildars; and I think it would be desirable to give a fair proportion to all districts, and allow the classes to be regulated according to service and merit. By this a wholesome competition will be introduced into every district, and afford greater opportunities to all Collectors to reward meritorious and good services, and to appoint, on the best salaries, the fittest men for the most difficult Taluqs in their respective Collectorates. I have with this object in view made the calculation of the classes for each District with reference to the probable number of Taluqs in them.

17. The establishment under the Tahsildar needs not much explanation. It is I think provided on a scale that will prove efficient, and varies but little from the scale given as a guide in Mr Bourdillon's Memo para 21. I have omitted the designation of Jawabnevis, and have called all the subordinate clerks simply Doomastahs to be employed as Moonshies or Accountants as occasion requires. I have allowed for three revenue Inspectors, and assigned a fixed salary instead of a salary subject to increase on length of service. There is no other situation in the Puzoor or Taluqs for which provision is made for a change of salary with reference to service irrespective of situation; and as there will

be

be nearly 500 of these men it would be inconvenient to be continually changing the accounts which must be done frequently. I would propose therefore that instead of regulating these salaries with reference to their services, there be three fixed grades on 20-17- and 14 Rupees each.

18. There is considerable difference of opinion as to the necessity of cultivation inspectors at all. I think that as the new and improved system of Revenue management progresses, the necessity for periodical examination of land and crops will be quite unnecessary. But the Tahsildars will frequently require some person to send for special local investigations, and by and bye two such persons on a better salary of 25 Rupees each for every Taluq will probably suffice; but for the present more may be found necessary; and for occasional investigation only I have therefore allowed three. And financial considerations suggest a smaller salary than I am otherwise disposed to allow them. If periodical examinations of crops are as at present to be made, I question even if 4 men would be a sufficient number.

19. In estimating the number of peons, no provision is made for guards of any kind, which I assume are to be entirely provided by the Police; and peons for

for conveying the District Dawks are not provided for in this scheme of establishment. The District Dawk probably requires a thorough revision which should be made in communication with the Post office authorities. There are it appears 945 peons of the establishment now employed on Taxpal duty, the amount of their salaries will not be available for the Police absolutely, so it will be found deducted in the general estimate at the close of this report, pending the settlement of the question as to the propriety of the District Dawk being conveyed by Revenue or Magistrate peons.

Order of Govt P.D. No: 1491 of 25 Dec/58

7 Duffadar
18 Peons.

With the limited number of peons now assigned it will be quite impossible to dispense with the use of batta peons for serving revenue processes; and I am of opinion that the use of batta peons should be legalized.

20. I have provided for a Head Assistants establishment in every District; but with reference to the observation in para 7 of the Memo I have allowed for establishments of 13 Sub Collectorates only, and have excluded the Sub Collector of Masulipatam, the additional Sub Collector of Canara, and the Principal Assistants of Ganjam and Vizagapatam. The establishment for the special Assistants of Tanjore and Malabar are also excluded. Should it be deemed inexpedient to abolish any one of

the

the Officers, the cost of the Offic will have to be deducted from the surplus of 99,756 Rupees shown below, or else deducted from the amount of Rupees 130,641 set aside for the Police.

21 The monthly cost of the pro-posed establishments will be 13,445 1/4 or per Annum 16,13,343 Rupees. The scale has been prepared on a careful con-sideration of the subject with the Boards sheristadar, and the salaries assigned are on as liberal a scale as financial exigencies ad-mit. The sum total is within the amount supposed to be necessary by Mr Bourdillon, though some considerable alterations have been necessarily made in Mr Bourdillon's calculation.

In

8

16

22. In Mr Bourdillon's Memo-randum (para 20) the probable financial effect of the proposed measure gives the cost at only 107,000 Rupees. In this Scheme it was calculated that 141 Talugs (para 17) would be the number required, but in case it should be found inexpedient to adopt the number given in para 17, it was increased to 150. But a serious error, you are since aware, occurred in summing up the number of Talugs proposed for each Dis-trict in para 17. The 141 Talugs should have been 165, and therefore to allow for a greater number in some Districts than those now proposed it would be proper to assume 170 as the probable number, but in the foregoing calculations I have only assumed 165 the actual number in Mr Bourdillon's Memorandum, and thus making at once a difference of about 7,220 in the financial results on Mr Bourdillon's calculation. In the Memorandum also no provision was made for the Deputy Collectors' Establishment. In the an-nexed Memorandum I have corrected these omissions in Mr Bourdillon's scale

which

which would then raise the cost calculated on the same rates from 1867000 Rupees to 1780214 Rupees, the scale as now revised it will be seen, amounts to 1613343 Rupees thus allowing a margin of Rupees 166871.

Memorandum of Establishment according to the scale alluded to in Mr Secretary Bourdillon's Memorandum and as now proposed.

Number of Districts	Items.	Mr Bourdillon's Scale. Rate per each.	Amounts per Districts	Amounts per Annum	Revised Scale. Number of Districts	Rate per each.	Amounts per Districts	Amounts per Annum	Comparison Increase	Decrease
1	2	3	4	5	6	7	8	9	10	11.
20	Collectors' office Establishment	2083 1/3	41666 2/3	500000	20	2093	41800	502320	2320	"
17	Sub Collectors' do	300	5100	61200	13	300	3900	46800	"	14400
22	Head Assistants' do	200	4400	52800	20	144	2880	34560	"	18240
59	Deputy Collectors' not included in Mr Bourdillon's Estimate	"	2999 1/2	35994	38	75	2850	34200	"	1794
150	Talug Establishment	585	87750	130220	161	515 1/4	82955 1/4	995463	"	134757
11	do not included in Mr Bourdillon's Estimate	585	6435							
		"	148351/6	1780214	"	"	134445 1/4	1613343	2320	166191
									Net.	166871.

23. The present amount of Revenue and Police Establishment is 2966332. Rs. Deduct the amount to be transferred for Police 1306621

Remainder – 1657191.

1657191.

9 Deduct the Salary of 945 Peons (say at 3½ Rupees and 4 Rupees) employed now and to be retained for District Posts as mentioned in para 19 42700

Remainder 1614491

Deduct present proposed Establishment 1613343

Surplus .- 1148

Add the Salaries and fixed Sent allowance of 4 Sub Collectors and 2 Special Assistants to be abolished 78008

Add also the amount of Stamp Commission paid to the Stamp Darogahs - 20000

Surplus available to meet any extra demands 99750

24. This Estimate is framed it must be observed on the limited number of 161 Talugs only being allowed. It is unnecessary at present to speculate on what may be the actual number eventually fixed. It does not either provide for any Deputy Jaisildars or Extra Deputy Magistrates which may be required in some localities. But from the surplus available sum of 99750 Rupees there will be a fund to meet these charges.

25. The Scale of Salaries has been

been drawn up with a view to make every Department efficient and no more, by giving a sufficiency of hands and a moderately liberal remuneration to the officials. But there is one exception to this remark. I must make in favor of Peons whose salary, tho' much higher than hitherto, is fixed at too low a rate. I fear, 5 Rupees. From several enquiries I have made, I am of opinion that 5 Rupees is not sufficient to support a Peon and his family, and if financial considerations would permit, I would have the lowest pay fixed at 6 Rupees. To allow however 5½ Rupees for half the number, and 6 Rupees for the other half, would be a great benefit, and this would entail a further cost of 25082 Rupees per year; and perhaps this may be allowed.

26. The surplus at disposal, after giving the full amount of 44 per cent on Present Establishments to the Police, is, as shewn above 99750 Rupees, and out of this sum the following items have to be provided.

1st. Deputy Tasildars with Establishments.

2nd Talug

2nd Talugs in excess of the estimated number of 101; 3rd the Salaries of the Special Assistants with their Establishments in Ganjam and Vizagapatam, the expediency of abolishing these being doubtful. 4th Increased Salary of Peons.

Until the Settlement of the other question is disposed of, it may be as well not at present to make an alteration in the estimated Salary of the Peons, and I therefore propose to let it lay by until the Tables of Collectors are received.

27. I contemplate all Talug Statements even the Samabundy Settlement Statements being made by the Talug Servants. I think the annual settlement as a general rule may now be conducted by the Tasildar and merely reviewed by the Collector. This will still further simplify matters, and render the work of every Department easy of accomplishment and the Establishments now proposed equal to the work throughout the year.

28. By the Scheme now proposed there will be many Public servants thrown out of employ. Several will

will no doubt get employment in the Police Department and others may possibly be taken on the Enam Commission or Revenue Survey Departments; but there will still be many thrown out of their usual means of livelihood. I reckon the number to amount to about 11357 Persons as shown in the accompanying Memorandum. Enc: 4.

29 As this report and the Scale of Establishment is merely a revisal of my report dated — August I would request permission to cancel that letter.

Revenue Bd. Office,
Fort St. George,
29th September 1857.

I have the honor to be,
Sir,
Your most obedient Servant
Peacey
Member.

To
J. D. Bourdillon Esq.
Secretary to Government
Revenue Department.

1386

Revenue 1859 Departt
Pro: of Govt. 2d Dr.

No 1805

22-11-59

From

C. Pelly Esqr
Member of the
Board of Revenue

To

The Secretary to Government
Revenue Department
with his Rept 11th April 60
Ltr 29th No 533
Rd 29th September 1859

Ltr 7th Decr 1859. C. No 2805
Cont. 24 Dec 1859 No 1763.
Com. 31 Dec 1859 No 2355
to Govt.

Enclosures 4.

1386-11th Oct 1859.

Stating the arrangements
made for carrying out the in-
structions of Government dated
June 1859 and submitting a
revised Scale of Establishment
proposed for the Mazoor and Sa
Cutcherries of the Collectors
for the Sub, Head Assistants
Deputy Collectors.

From Govt Ltr 13 June No. Cir. 1108.

With an Order

1.9.93
20-4-94
12-7-94
3-5-96
29.5.94
24-4-96
5.12.07
19-8-09
24-1-17
12-5-19
3-11-84

Ordered to be entered in Pelly submits his opinion
Report on the Collectors to which he
responded to certain queries
Ltr to Govt
Ltr from Pelly reporting his arrangements
Circulated
Ltr 11 October 1859

From Hon. Pelly Assembly
of the 3d of Rec'd 20th
March 62 Cir. 815

No 65 & 66.

Copy in a letter Engd 11th
April 1860 No 29.

From Hon. Pelly Esqr of
9 Mar 62 Cir. 1361

Cons: 17th June /59 No. 64667.

Copy in a Letter to England
of 11th April /60 No. 29.

11-9/60.

9/1/60 A

20474
12-7-74

1.

1.

.N. 65.

Ent. 68

c22 Aug 67 Sep. 68 R12

Rev. 1859 Depart.
Pros. of Govt 21st October
No. 1805 in list
From
C. Pelly Esq.
Member of the
Board of Revenue
To
The Secretary to Govt.
Revenue Department.
Dated 8th
Desp.d 8th
Rec.d 8. August 1859.

No. 5

Enclosures 4.

1386 d 11-10-59.

Stating the arrangements made for carrying out the instructions of Government dated 17th June 1859 and submitting for approval a revised Scale of Establishment proposed for the Hoozoor and Talook Cutcheries of the Collectors and for the Sub, Head Assistant and Deputy Collectors.

Memorandum of the duties to be performed by the Establishment of the Revenue Department.

1. The Establishment of the Hoozoor Cutchery as now sketched is expected to work together generally, Each individual being available for any Department, Revenue, Magisterial, Salt, Sayer, or sea Customs at any time when his services are most required.

Collectors Establishment consist of the following Departments.

1. Managers & Native correspondence Department.

2. English correspondence and General Account Department.

Treasury

3. Treasury and Stamps Depart-
ment.

4. Press Department.

5 Miscellaneous Office Servants.

3. The Vernacular correspond-
ence Department and the corres-
pondence branch of the English
Department will be under the
General control of the Manager
and the General Account branch
of the English Department, as
well as the Treasury and Stamps
Department, and the Press De-
partment will be under the
Deputy Collector in charge of the
Treasury; the Manager will be res-
ponsible for the correspondence
and the Deputy Collector for the account branch.
branch. The Head Clerk will have
the immediate care of the corres-
pondence and Account branches
of the English Department, subject

to

to the general supervision of the
Manager and the Deputy Collec-
tor respectively as already stated.
The object of placing the whole
English Department under the
direct care of the Head Clerk
is that the several hands attached
to the Department may be avai-
lable for general duties, whenever
any heavy work is to be performed
while at all other times each indi-
vidual can attend to the work
specially allotted to him.

Managers and Vernacular correspondence Department

The Manager will exercise
an immediate supervision over
the Vernacular correspondence
Department and have as before
said a general control over the
English correspondence branch. It
will be his duty to see that the
Urzees and Petitions are disposed
of without delay to look to the un-
answered lists of correspondence in

both

both the Vernacular and English Departments from time to time: and to attend to the disposal of such papers as may be specially referred to him by the Collector whether in the Revenue or Magistrate Department He will have to countersign all the Takeeds prepared for the signature of the Collector. He will transact the business connected with the Boards Orders referred for his disposal; and examine the estimates and papers received from the District Engineers for the countersignature of the Collector It will be the duty of the Manager to see that the business in both Departments is promptly and efficiently conducted, and that all registers are properly kept, and that the records are well arranged, and preserved in good order He will however have nothing to

to do with periodical returns; these the Deputy Collector will have charge of; but it will be his duty to compile or prepare with the assistance of the hands in the English Department any special returns that may be called for by higher authorities or required by the Collector. He will accompany the Collector when on Circuit for Jummahbundy and assist him in those duties. When the Jummahbundy returns are received from the Talooks it will be his business to examine them first, and after satisfying himself that they are correct, he will forward them countersigned to the Account Department for the preparation of General returns. He will have the immediate assistance of the Translator and a Vernacular Clerk.

Translator

5 The Translator will assist the Manager in his general duties, preparing Translations and abstracts of all papers requiring translation.

Vernacular Clerks

6 There are 14 Vernacular Clerks to conduct the correspondence duties both in the Revenue and Magistrate Departments. 1 Clerk on 65 Rs. He will be the Chief Vernacular correspondence clerk, he is subject to the immediate supervision of the Manager. His principal duty will be to read before the Collector the Revenue Urzees, get necessary

Takeeds

Takeeds prepared and countersigned by the Manager, and take them for the signature of the Collector. He will also attend to any important correspondence in the Magistrate Department transferred to him.

1 Clerk on 50 Rs. He will perform similar duties to the foregoing in the Magistrate's Office.

1 Clerk on 35 Rs. He will be employed in the preparation of all Drafts of Revenue Takeeds under the immediate directions of the first Clerk. After they are approved of by the first Clerk, he will get them copied fair, and after comparing them will deliver them to the first Clerk, to be taken to the Collector for signature. He will also assist the drafting of Takeeds in the Magistrate Department whenever the work may be heavy there.

1 Clerk on 30 Rs. His principal business will be to read before the Collector all the Revenue and Magistrate Petitions, and write the endorsements according to the orders he may receive. He will also keep the registers of such Petitions and Endorsements, and for this he will have the aid of one of the Clerks for a few hours whenever necessary.

1 Clerk

1 Clerk on 25 Rs will be attached to the Manager to assist him in all his general duties and to prepare any Takeeds that may be dictated by him. He will correct all Proofs for the Press in the Vernacular.

1 Clerk on 25 Rs will keep registers of all Arzees and Takeeds. He will also be employed in dispatching all the papers from the Office

1 Clerk on 20 Rs will attend on the Deputy Collector in charge of Treasury. His chief business will be to keep a list of all the periodical returns due from the Taloors, and to prepare reminders for those not received in time. He will prepare all the Takeeds in the account Department according to the instructions of the Deputy Collector & also attend upon him while engaged in transacting the Magistrate business.

1 Clerk on 20 Rs will be attached to the Assistant Collector to do duties under him. If there is no Assistant he will attend in the Department and perform general duties under the instructions of the Manager.

1 Clerk on 20 Rs will be employed in preparing short and usual Takeeds, and orders in the Revenue and Magistrate Departments and in taking down depositions.

1 Clerk on 20 ...
2 Do on 15 Rs each } These three hands will be

employed for fair coping all the Tahkeeds and Enclosures for despatch. One of these will be available for taking down depositions or preparing drafts of Tahkeeds whenever the clerk allotted for that purpose may have more business than he can do.

1 Clerk on 15 Rs. His chief business will be to collect all references required in the Revenue and Magistrate Departments and assist generally the Clerk who is allotted for registering Arzees and Tahkeeds & dispatching the latter from the Office.

1 Clerk on 15 Rs. He will have charge of all the current records, and paste the correspondence in the Volumes, collect & take care of the Arzees &c received daily at the Cutcherry, until distributed, and assist generally the clerk who has charge of Petitions.

1 Record Keeper on 50 Rs will have charge of all the Vernacular records and supply all the papers required for reference. He will also see that the current records are kept in proper order and be responsible for the safe custody of all the papers.

7. This consists of two branches correspondence, and account. The former shall be under the immediate care of the Head Clerk subject to the Supervision of the Manager; and the latter under the Deputy Collector. but the Clerks and accountants in both Departments will be available for all general duties whenever required & the distribution of work on such occasions shall generally be made by the Head Clerk. The

English Correspondence and General account Department.

Head Clerk

8. The Head Clerk will be responsible for all the English correspondence. It will be his duty to see that all the papers are disposed of without delay & that all letters received and dispatched are entered in the Register Books, and pasted in the Volumes according to the Departments; that proper Index Books are Kept & that letters despatched are neatly entered in sections and examined, and that the records in the Office are well arranged and kept in order. He will draft English correspondence, and correct the Drafts prepared by others before they are sent for the approval of the Collector, and in disposing of important Revenue letters except those which may be taken by the Manager himself for drafting, the Head Clerk will take the instructions of the manager and assist him generally in all such duties, as if he were the Manager's Deputy.

9. There are nine clerks allowed for the Correspondence branch.

1 Clerk on 60 Rs. He will keep registers of correspondence, and enter all the letters received and dispatched every day. He will docket letters, and superintend the dispatching papers from the Office. He will assist the Head

Clerk

Clerk in disposing of papers, and prepare all ordinary and usual drafts.

1 Clerk Rs. 45 Rs. He will be employed in preparing necessary Materials in English for the District Gazette subject to the orders of the Deputy Collector, and correct all English proofs from the Press. He will also attend to the examination of the fair copies of all the letters & returns in the Office.

1 Clerk on 35 Rs. He will have charge of the Magistrate papers and dispose of all the ordinary papers, those of importance being taken up by the Head Clerk. He will assist the above two Clerks in entering letters in the Registers, and dispatching papers from the Office, examining fair copies of letters and correcting Proofs of the Press.

1 Clerk on 30 Rs will have charge of all the papers connected with the Public Work, correspondence & attend to the disposal of all ordinary papers in that Department. He will keep Registers of Estimates received for countersignature of the Collector and attend to the preparation of the returns of Choultrums & Travellers Banglows, and all periodical returns connected with the Department of Public Works. He will also prepare all the monthly returns of fines, trials and dismissals of public servants, Registers of Petitions and all other returns of a similar discription submitted to the Board of Revenue

1 Clerk

1 Clerk on 25 Rupees will have charge of all the papers connected with the Postal Department and Military Pensioners and prepare the Monthly accounts in those Departments. He will keep Registers of Enams Yeomiahs, and other Pensions, and prepare such returns as are required to be submitted to the Board in Connection therewith. He will also prepare quit rent Bills, advertisements for Sales of land for arrears, Indent for postage labels, and attend to all such duties of a Miscellaneous nature.

1 Clerk on 25 Rupees. His principal duties will be to collect and supply all references that may be required by the Collector, Manager, Head Clerk, and others and replace them in their proper places as soon as they are done with. He will assist the Record Keeper in arranging records, and pasting the papers in Volumes. He will also be available for other Miscellaneous duties.

3 Clerks on 20 Rupees will be chiefly employed in fair Copying letters and returns in the Correspondence Department, and entering the Correspondence in the letter Sections.

They

They will be also available for Miscellaneous duties.

1 Record Keeper on 50 Rupees. He will have charge of all English records and be responsible for their proper arrangement and safe custody. It will be his duty to examine the letters entered in Sections, and see that in this part of the business arrears do not accumulate. He will also assist the Head Clerk generally in drafting correspondence checking references &c.

10. This Branch contains 9 English and 7 Vernacular Accountants altogether 16. The duties generally of each of these persons will be as follows.

Genl Acct Branch

1 English Accountant on 80 Rs. He is the Head of the account Department and is placed under the immediate orders of the Deputy Collector. He will be responsible for the correct and punctual preparation of all the periodical Statements and accounts to be sent the Board of Revenue, Accountant General, and Civil Auditor.

1 Accountant on 45 Rs. He will keep the register of all notices issued by him to the Cash Keeper for all money receipts and disbursements. He will write the Huzoor Cash Chittah, and make a Monthly abstract of it by posting the transactions of each day. He will examine finally the Talook account Current with reference to his Register and other vouchers, and see that all the Talook remittances correspond with the entries in the Huzoor Chittah. In these duties he will be generally assisted by one native accountt.

1 accountant on 35 Rs. He will keep abstract for the Talook Monthly account Current, Statement of Demand Collection & Balance, Returns of Cultivation & Prices, & post the entries in the abstract from time to time as

Dear Mr

as each return is received with the aid of one of the Vernacular accountants.

1 Accountant on 30. His principal duty will be to examine all the accounts rough & fair prepared in the office for transmission to the authorities. He will also keep abstracts for all the annual accounts in which he will post entries from time to time from the Monthly accounts as soon as they are Dis: patched so that they may be readily available for the preparation of annual accounts as soon as the year is over.

1 accountant on 25 Rupees The Chief business of this man will be to prepare the Monthly and annual financial accounts from the General abstracts kept in the Office Relating to Land Revenue, Salt, or Sea Customs and to deliver them to the accountant mentioned in the previous Para for examination.

1 accountant on 25 Rupees He will have charge of Stationery and all printed blank forms of Bills Statements & Returns and keep accounts of them. He will be in charge of any small sums for Contingent disbursements

of

of the office + keep accounts of it He will pre:
pare the Pay abstracts and Contingent Bills &
accounts of Sadermarad Charges. He will keep
abstract for the Quarterly Statement of Demand
Collection and Balance to be sent to the accountant
General, and a Register of all Periodical Returns,
submitted to the Different authorities, & to
down the dates of dispatch, & bring to the notice
of the first accountant if there are any arrears.
1 Accountant on 20 Rupees. He will have charge
of all Registers kept in the account Department
for Bills of Exchange and Letters of advice,
interest orders and the promissory Notes,
transactions connected with the
Government Saving Bank and loans. He will
also prepare the Bills of Exchange
Letters of advice Interest orders
and other Documents of the kind.
2 Accountants on 20 Rupees. These two
accountants will be generally available for all
other duties of a Miscellaneous kind
not specially provided for. Their particu:
:cular business will be to copy fair all
the statements and accounts prepared in the
office

Office and to attend to the preparation
of the annual Summahbundy accounts
and such other accounts as may be given
them by the 1st Accountant
1 Vernacular Accountant on 50 Rupees
His Chief duty will be to prepare all orders
for payment whether in the Hazoor or on
Talooks, and to examine the Vernacular Vouchers
received for payments, and the monthly Estimates
received from Talooks for preserving cash. He will
also examine the monthly Talook accounts
in all their details with the assistance of
one of the accountants and deliver them
promptly to the 2nd English accountant for
final examination, and computation of
general monthly accounts. He will
also superintend the preparation of
the Summahbundy accounts.
1 Accountant on 35 Rs. He will generally assist
in the examination of all Talook accounts
and preparation of Summahbundy and other
accounts. He will also aid the 2nd English
accountant in the transaction of his duties.
1 accountant on 30 Rupees will be employed in
reading

readiest off the Talook accounts for entry in the English general abstracts, and examining the calculations and additions in the general statements received and prepared in the Office

2 Accountants on 20 }
2 do - 15 } They will be available for all other general duties of a miscellaneous kind not specially provided for the preparation of any special returns that may be required. They will accompany the Collector when he goes for Immumbundy and examine the Settlement accounts, and complete them by additional entries that may be required in them and aid the first Vernacular Accountant under the immediate orders of the Manager. They will also be chiefly employed in the preparation of annual Immumbundy accounts in the Mazoor Cutchery. They will likewise assist the other accountants in the ordinary duty of examining additions and calculations and dictating accounts to the English accountants from the Vernacular returns.

11. In this memo the duties of

Copies

of each of the Clerks and accountants are prescribed as far as the general and usual duties performed in a Collectors Office are known, according to this each Clerk and Accountant will have certain particular duties allotted to him; and he will be responsible for the correct and prompt discharge of these duties; but this is not to prevent them from attending to any other business that may be given them from time to time either by the Head Clerk or English Accountant and according to their description who are best able to judge of the capabilities of each individual and the work to be done in the Office, with reference to which every work will have to be distributed. For instance supposing the annual Immumbundy accounts are to be prepared the work is not confined to some particular persons, but it may be distributed among all the Clerks and accountants and by this arrangement one or two Statements will fall to the share of each individual who in addition to his usual duty can spare time to attend to the Extra work

and

and in this way the work can be done easily and expeditiously. The same course is to be adopted whenever the annual periodical accounts are to be prepared for submission to the Accountant General and when any special returns are called for. This is the advantage of having our combined Departments for all purposes. Whenever any of the servants are absent from illness or other cause arrangements should be made by the Head Clerk for the duties allotted to him being performed by some other person in the Office so that the work may not fall into arrears by their absence. The same course is to be followed in all other Departments when

12. When the Collector goes on circuit for Jamalpundy the Vernacular correspondence Department and the Manager and Translator will probably accompany him with the exception of the Record keeper and four Vernacular Clerks, of whom two being attached to the Deputy and Assistant Collectors will attend on them, the other two will remain in the Hooghly to supply any papers that may be required by the circuit Cutcherry and to attend to any other calls that may be received; During this period these two Vernacular clerks who will not have much to do can be employed under the Record keeper to arrange the old records and one or two English clerks will also accompany the Collector to attend to the ordinary current duties of the English Department with the aid of the Translator. Four or five Vernacular Accountants will likewise follow him to attend to the examination of the settlement accounts under the immediate superintendence of the Manager.

Treasury & Stamp Department.

13. This Department will be under the immediate control of the Deputy Collector. The cashkeeper will have charge of the cash as usual and be also the custodian of stamps and Postage labels. His business will be to supply them on Invoices passed by the Deputy Collector dents

but

but not to sell them. He will keep the ac-counts relating to them and be responsible for their correctness. He has two Account-ants attached to him, one of them will prepare chittah for the cash receipts and disbursements and the other write the ac-counts connected with Postage labels and stamps and furnish the necessary information to the English Account De-partment for the preparation of general returns to be submitted to the Superin-tendent of Stamps. The three Shroffs will attend to the receipt and issue of Coins Postage labels & stamps, and one of them will keep the detailed statement of Coins received and issued, and prepare rough chittah. The three Jollahs will watch the Treasury and be employed in conveying cash to other places, and taking bags in and out of Boxes &c.

14. This Department does not re- Press Department.
-quire any particular notice. It consists altogether of 4 Compositors 2 Pressmen and 2 Ballmen. The Head Compositor will be the foreman, and will attend to all diffi-cult tasks One of the Compositors who is on the receipt of 25 Rupees will be employ-ed chiefly in printing the District Gazette and be responsible for that work being done properly and punctually. The Assistant

Pressman

Pressman and Ballman will assist the Com-positors in distributing types and setting up ordinary matters.

Office servants 15 There are 20 attenders for the whole Office and their duties will be to attend on different officers to convey messages, to hand over papers called for, and to carry their Duftors, and other papers when they go from one place to another in the Office, and take care of the papers in the Office and tie up bundles and duftors and keep them in proper order. Those employed in the Ver-nacular Department should understand to read the local language and those em-ployed in the English Department to read that language. The 2 attenders on 10 Rupees each will be attached to the Record De-partment one for the Vernacular and the other for the English. The others will be distributed as follows.

Manager	2	When the Cutcherry goes on circuit one will remain in the Hoozoor and the rest will go on circuit.
Vernacular Revenue Clerk	1	
Do Magistrate Clerk	1	
Do Petition Clerk	1	
Whole Vernacular Department generally	1	
Head English Clerk	2	One of them will accompany the circuit Cutcherry to attend on the English clerk going with it.
Clerk in charge of current Records	1	
Whole correspondence Dept generally	2	

English

English Accountant – 1
Native D: 1
Whole Accountant Dept.t 1
} One of them will accompany the Native Accountt. to the Circuit Cutcherry.

Deputy Collector ——— 1
Treasury Dept.t ——— 2
Press Dept.t ——— 1

18

16. The Moochees will attend in the English Department generally and one of them will be chiefly employed in binding books both in the English and Vernacular Departments. There are two Duffadars who will attend on the Collector. Of the 18 Peons 12 are intended for the Collector 3 for the Assistant Collector 2 for the Deputy Collector and 1 for the Manager. The Lamp lighters and sweepers are to attend all the Departments.

17. The Sub Collectors are allowed an Establishment of 300 Rupees. There are seven Clerks given and will be available for all the duties indiscriminately according to the pleasure of the Sub Collector. The duties of these Clerks will be chiefly those prescribed here. The Head Clerk will attend to the disposal of all important Revenue and Magisterial matters that may be referred to him and aid the Sub Collector in making the annual settlement. The 2.d Clerk will be employed in reading Revenue Urzees and preparing Takeeds, the 3.d will attend to these duties in the Magistrate Department subject to

the

the immediate supervision of the Head Clerk. The 4.th Clerk will be employed in conducting the English correspondence, keeping the papers connected with it, and preparing usual periodical returns. The 5.th will keep registers of Urzees and Takeeds and despatch the latter from the Office. The 6.th and 7.th Clerks will be employed in drafting ordinary and usual Takeeds and collecting references. One of them will have charge of records and be responsible for their safe custody. During the time of Jummahbundy all the Clerks except the Revenue and Magistrate and English Clerks will be available for the examination of Settlement accounts. The duties of the other Office Servants have been already noticed.

18. An Establishment of 200 Rupees is allotted to the Head Assistant Collector. He is allowed 6 Clerks being less by only one of the number given to the Sub Collector. Their duties will be the same as those prescribed for the Sub Collectors Establishments.

19. The Deputy Collectors have

an

an Establishment of 112 Rupees. They are allowed 4 Clerks. The first Clerk will be employed for English business, the 2d. and 3d. for Revenue and Magisterial duties, and the 4th. for keeping Registers of correspondence and despatching Papers and attending to all Miscellaneous duties. During the time of Summahbundy all the 4 hands should be made available for the examination of Settlement accounts.

20 Each Tahsildar is allowed an Establishment of 435 Rupees which does not include his pay. He will have altogether one Sheristadar and 9 Gomastahs and 4 Revenue Inspectors. Talook Establishment

21. The Tahsildar will have a general control over the whole Establishment, but will attend chiefly to the correspondence branch and see that the Takeeds received from the Collector are replied to without unnecessary delay.

22. The Sheristadar is the chief accountant in the Talook and will be held responsible for the correct preparation and punctual transmission of all the Periodical Returns to be submitted

submitted to the Koozoor. He will see that the several Abstracts and Registers are properly kept and that the entries are posted in them from time to time with reference to the Village accounts. He will also take care that the Village Returns are punctually received. He will examine the accounts prepared in the Talook and sign all such returns as are sent to the Deputy Collector in charge of Treasury.

23. Of the nine Gomastahs, the first will prepare the Monthly Estimates, Pay Abstracts, Contingent Bills &c. and the Monthly account Current of receipts and disbursements which are to go to the Koozoor, and superintend the preparation of all the other Monthly accounts. The 2d. will be engaged in writing fresh Chittah of receipts and disbursements and keep Abstracts of them, each day's transactions being posted in them every evening, so that on the last day of the month the totals under different heads may be formed and the Abstracts delivered to the 1st. Gomastah who is to prepare

prepare the Monthly Account Current.
The 3d will keep the Abstracts of cultiva-
tion and Prices and fill them up from
the Village returns and prepare the State-
ments of Cultivation, Returns of prices
and Memorandum about State of season.
The duty of the 4th Gomastah will be to
keep Village Abstracts of demand Collection
and Balance and prepare Statements re-
lating to the same to be submitted to
the Sheristadar. The fifth will prepare all
annual Immanahundy Accounts, com-
pare all the fair Statements and returns
and examine the additions and calcula-
tions, and keep accounts of Saderwared
and contingent charges, and generally at-
tend to all other duties of miscellaneous
nature. The 6th will keep registers of
Sakeeds and Arzees and despatch the
latter with the purport of their contents.
The remaining three will attend to the
Revenue and Magisterial correspondence,
take depositions, prepare drafts of
Arzees according to the instructions of
the Sahsildar. During the time of
Immanahundy

Immanahundy the five Gomastahs with
the Sheristadar will be available for the
preparation of the Settlement Accounts
besides attending to their proper duties.
The four Revenue Inspectors will be at
the disposal of the Sahsildar for the
examination of cultivation or Village ac-
counts, or any other local enquiry that
may be required. They are not to be
retained at the Cutcherry, but sent out in
the Talook when required.

29th September 1859.

Leech
Member of the
Board of Revenue.

Copy in a Letter to England
Dy 11th April 1860 No. 29.

1859 Depart.

20474 L

Enclosure 3. in a letter from
Mr. C. Pelly to the Secretary to
Government Revenue Depart.
dated 29th September 1859 No. 35

R No. 1805/59.

R 1445/59.

Rect from 21 October 59 1/65-

Memorandum of the
duties to be performed by
the Establishment of the
Revenue Department.

Dy No. 1180/59
Dept. 1380
Pomfret
D 65-66

Revised Establishment proposed for the District generally. 25

	No	Rate	Amt
Collectors Huzur			
Sarishtadar Vernacular Correspondence Dept.			
Sarishtadar	1	"	175
Translator	1	"	70
Vernacular Clerk	1	"	50
Do	1	"	40
Do	1	"	35
Do	1	"	30
Do	2	25	50
Do	3	20	60
Do	4	15	60
Record Keeper	1	"	40
	16	"	610
2 English Correspondence & Jemmal Account Dept.			
Head Clerk	1	"	100
Do	1	"	50
Do	1	"	45
Do	1	"	35
Do	1	"	30
Do	1	"	25
Do	1	"	20
Do	2	15	30
Record Keeper	1	"	40
Accountant (English)	1	"	70
Do	1	"	45
Do	1	"	35
Do	1	"	30
Do	1	"	25
Do	1	"	20
Do	2	15	30
Do (Vernacular)	1	"	45
Do	1	"	35
Do	1	"	30
Do	2	20	40
Do	2	15	30
	25	"	810

	No	Rate	Amt
3 Treasury & Stamps Department.			
Cash Keeper	1	"	100
Accountant	1	"	25
Do	1	"	15
Shroff	1	"	35
Do	1	"	25
Do	1	"	15
Gollah	1	"	10
Do	1	"	8
Do	1	"	7
	9	"	240
4. Printing Department			
Head Compositor	1	"	35
Compositor	1	"	25
Do	2	15	30
Press man	1	"	12
Do	1	"	8
Ball man	1	"	8
Do	1	"	7
	8	"	125
5. Office Servants.			
Attendees	2	10	20
Do	6	8	48
Do	8	7	56
Moochey	1	"	12
Do	2	10	20
Duffadar	1	"	14
Peons	10	7	70
Do	8	6	48
Lamp lighter	2	5	10
Sweeper	2	5	10
	42	"	308
Total Office Establishment	100	"	2093

Establishments for the Sub Collectors Head Assistants & Deputy Colls.

270

	Sub Colls.			Head Asst.			Dep. Colls.		
	No	Rate	Amt	No	Rate	Amt	No	Rate	Amt
Head Clerk	1	"	80	1	"	45	1	"	25
Clerk	1	"	35	1	"	25	1	"	14
Do	1	"	30	2	15	30	1	"	12
Do	1	"	25	"	"	"	"	"	"
Do	1	"	20	"	"	"	"	"	"
Do	2	15	30	"	"	"	"	"	"
Moochey	1	"	10	1	"	8	"	"	"
Lamp Lighter	1	"	5	1	"	5	1	"	5
Sweeper	1	"	5						
Duffadar	1	"	10	"	"	"	"	"	"
Peons	6	6	36	4	6	24	2	6	12
Do	2	7	14	1	"	7	"	"	"
Dufterbund	"	"	"	"	"	"	1	"	7
	19	"	310	11	"	144	7	"	75

Talag Establishment.

	No	Rate	Amt
Tasildar 1st class 36 @ 200 2d class 54 @ 160 3d class 71 @ 120 } average	1	"	154¼
Sheristadar	1	"	50
Head Gomastah	1	"	20
Gomastah	1	"	20
Do	2	15	30
Do	4	12	48
Shroff	1	"	15
Dufterbund	1	"	7
Duffadar	1	"	8
Peons (exclusive of Treasury Sands)	18	5	90
Jadnaly & Peasalgir	2	5	10
Revenue Inspectors 1st class 1 @ 20 2d class 1 @ 17 3d class 1 @ 14 } average	3	17	51
Peons for Do	3	5	15
	39		515¼

Abstract

	Persons No	Amt Rs	Persons No	Amt
Huzur				
1 Sarishtadars & Vernacular Correspondence Dept	16	610		
2 English Correspondence & Jemmah Account Dept	25	810		
3 Treasury & Stamps Department	9	240		
4 Printing Department	8	125		
5 Office Servants	42	308		
			For 20	Distrct.
20 Huzur Establishments Each	100	2093	2000	41860
13 Sub Collectors Do	19	300	247	3900
20 Head Assistants Do	11	144	220	2880
38 Deputy Collectors Do	7	75	266	2850
161 Talug Do	39	515¼	6279	82955¼
Total proposed Establishment per month			9012	134445¼
Do per Annum				12
				16.13.343.

	Rs
According to Mr. Bourdillon's Estimate as given in his Memorandum	16.67000
Add the Establishment as at present allowed to the Deputy Collectors which was omitted in the calculation	35994
Add also the Talug Establishments for 11 Talugs at 585 Rs. each per month not included in the Memo 150 Talugs only being taken into account instead of 161 Talugs	77220
	17.80.214
Less than Mr. Bourdillon's revised Memo	1.66.871

29th September 1839

Member of the Board of

1859 Depart.

20-494
12-7-94

Enclosure No. 2 in a letter from the Member of the Board of Revenue to the Secretary to Government Revenue Department dated 29th Sept. 1859 No. 36.

R No. 1805/59
21/10/59
65/66

Prom 21 Oct. 59 L 24

Revised Establishment proposed for the Districts generally.

328

Memo shewing the number of Servants whose services will have to be dispensed with in the Wooyoor & Valook Cutcheries of the Collectorate of the new scale of Establishments now proposed is brought into full operation

Divisions	Items	Present	Proposed	Compensation Indian	Compensation Denmn
Do Master	1 Manager	40	20	"	20
	2 Translator	12	20	8	"
	3 Vernacular Clerks	207	280	73	"
	4 Do Record Keepers & Deputies	38	20	"	18
	5 English Clerks	182	200	38	"
	6 Do Record Keeper	16	20	4	"
	7 Vernacular & Treasury Accountants	500	180	"	320
	8 English Accountants	57	180	123	"
	9 Cash Keepers & Deputy Cash Keepers	27	20	"	7
	10 Shroffs	64	60	"	4
	11 Gallahs	53	60	7	"
	12 Conservators Peons & Ballances	79	160	81	"
	13 Moochies Attenders Duftaries & Rev Peons	1343	860	"	483
	14 Magistrate Peons	592	"	"	592
	15 Masalgie Sweepers &c	98	80	"	18
	Total	3288	2160	334	1462
Do Collr.	1 Managers or Head Clerks	14	13	"	1
	2 Clerks	163	78	"	85
	3 Moochies Attenders Duftaries & Rev Peons	318	130	"	188
	4 Police Peons	65	"	"	65
	5 Masalgie & Sadmaty	30	26	"	4
	Total	590	247	"	343
Do Collr.	1 Manager or Head Clerk	2	20	18	"
	2 Clerks	13	100	87	"
	3 Moochies Peons &c	23	120	97	"
	4 Lamp Lighters & Sweepers	2	20	18	"
	Total	40	260	220	"
Do Collr.	1 Clerks	"	152	152	"
	2 Moochies & Peons	"	152	152	"
	3 Masalgie & Sadmaty	"	38	38	"
	Total	"	342	342	"
	Carried forward.	3918	3009	896	1805

Statement

Items	Present	Proposed	Companies Servants	Companies Demands
Brought forward	3918	3009	896	1805
1 Tasildars & Deputy Tasildars	272	161	"	111
2 Sheristadars	225	161	"	64
3 Gomastahs	1943	1449	"	494
4 Shroffs	290	161	"	129
5 Revenue Inspectors or Carkoons	929	643	"	286
6 Attenders & Duftaries & Peons &c.	13014	4186	"	8828
7 Heads of Police, Police Amens, Cutwalls &c	201	"	"	201
8 Police Peons Tallairs including Police Corps	9507	"	"	9507
9 Inasalgee Sadnaly &c.	435	322	"	113
Total	26816	7083	"	20537 / 19733
				22442
Grand Total	30734	10092	896	21538 / 1722 / Nat. 20642

This includes a large number of Police servants who are likely to be provided with employment in the new Police Department If this is excluded the number that will be actually thrown out of employ will be 10277 as shown below.

Number of servants to be reduced as shown in this statement 20.642

Deduct Police Servants.

Heads of Police. Police Amens Cutwalls &c — 201

Magistrate & Police Peons Tallairs including Police Corps. Irregular Horse Cavalry &c. — 10164

10.365

Remaining number that will be thrown out of employ. 10.277 x

x Revenue Peons Dufterbunds Choprahs Inasalgees & Sweepers-9616 10237

Other servants above the grade of Peons &c. — 661 1120

10277

29th September 1859.

Member of the Board of Revenue.

Copy in a Letter to England
dy 11th April 1860 No. 29.

Enclosure No 4 in a letter
from the Member of the
Board of Revenue to the Secy
to Government Rev Depart.
Dated 29th Sept. 1856 No. 36.

20 4745
12-7-94

P No. 1805/59.

Recd not to be printed

P 1445/59.
Proc 21st Oct 59 L 2 6-

Memo. Shewing the
number of Servants whose
Services shall have to be
dispensed with in the Hooghly
and Salaah Cutcherries of the
Collector if the new Scale
of Establishments now proposed
is brought into full operation.

Establishment proposed for the Districts generally.

	No	Rate	Amount	
Collectors Hoozoor				
1 Managers and Vernacular Correspondence Dept.				
Manager	1	"	210	175 or 200
Translator	1	"	70	
Vernacular clerk	1	"	65	50
Do	1	"	50	40
Do	1	"	35	
Do	1	"	30	
Do	2	25	50	
Do	4	20	80	
Do	4	15	60	
Record Keeper	1	"	50	
	17	"	700	
2 English Correspondence & Genl Acct Dept.				
Head clerk	1	"	120	100
Do	1	"	60	
Do	1	"	45	
Do	1	"	35	
Do	1	"	30	
Do	2	25	50	
Do	3	20	60	
Record Keeper	1	"	50	
Accountant (English)	1	"	80	
Do	1	"	45	
Do	1	"	35	
Do	1	"	30	
Do	2	25	50	
Do	3	20	60	
Vernacular Accountant	1	"	50	
Do	1	"	35	
Do	1	"	30	
Do	2	20	40	
Do	2	15	30	
	27	"	935	

	№	Rate	Amt.
3 Treasury and Stamp Department			
Cash Keeper	1	"	100
Accountant	1	"	30
Do	1	"	20
Shroff	1	"	45
Do	1	"	30
Do	1	"	20
Gollah	1	"	10
Do	2	7	14
	9	"	269
4 Printing Department			
Head Compositor	1	"	35
Compositor	1	"	25
Do	2	15	30
Pressman	1	"	12
Do	1	"	8
Ballman	1	"	8
Do	1	"	7
	8	"	125
5. Office Servants			
Attenders	2	10	20
Do	6	8	48
Do	12	7	84
Moochey	1	"	12
Do	2	10	20
Duffadar	1	"	14
Do	1	"	12
Peons	10	7	70
Do	8	6	48
Lamp lighter	2	5	10
Sweeper	2	5	10
	47	"	348
Total Huzoo Establisht	108	"	2377

Establishments for the Sub Collectors Head Apistants & Deputy Collectors.

	Sub Collr.			Head Apist			Deptt. Collr.		
	№	Rate	Amt	№	Rate	Amt	№	Rate	Amt
Head clerk	1	"	80	1	"	50	"	"	"
Clerk	1	"	35	1	"	30	1	"	30
Do	1	"	30	1	"	25	1	"	21
Do	1	"	25	"	"	"	"	"	"
Do	1	"	20	1	"	21	2	15	30
Do	2	15	30	2	15	30	"	"	"
Moochey	1	"	10	1	"	8	1	"	8
Lamp lighter	1	"	5	1	"	5	1	"	5
Sweeper	1	"	5						
Duffadar	1	"	10	"	"	"	"	"	"
Peons	6	6	36	4	6	24	3	6	18
Do	2	7	14	1	"	7	"	"	"
	19	"	300	13	"	208	9	"	112

Talook Establishment

		№	Rate	Amt.
Tasildar 1st Class 27 @ 170 + 30 = 200 (Salary + Travelling allowance p/m)				
2d Class 54 @ 130 + 30 = 160	Average	1	"	152
3d Class 80 @ 100 + 30 = 130				
Sheristadar		1	"	50
Head Goomastah		1	"	25
Goomastah		2	20	40
Do		4	15	60
Do		2	14	28
Shroff		1	"	15
Dufterbund		1	"	7
Duffadar		1	"	8
Peons (Exclusive of Treasury Guards)		20	5	100
Jadmaly & Masaljie		2	5	10
Revenue Inspectors				
1st Class 2 @ 20				
2d Class 1 @ 17	Average	4	18	72
3 Class 1 @ 15				
Peons for Do.		4	5	20
		44	"	587

Abstract.

	Hoozoor				
1	Manager and Vernacular Correspondence Deptt.	17	700		
2	English Correspondence & Genl Acct. Deptt.	27	935		
3	Treasury and Stamp Department	9	269		
4	Printing Department	8	125		
5	Office Servants	47	348		
20	Hoozoor Establishments	108	2377	2,160	47,540
13	Sub Collectors Do	19	300	247	3,900
20	Head Assistant Do	13	200	260	4,000
38	Deputy Collectors Do	9	112	342	4,256
161	Talook Do.	44	587	7,084	94,507
	Total proposed Establishment per month			10,093	1,54,203
					12
	D° per Annum				1850436

According to Mr. Bourdillons Estimate as given in his Memorandum	1667000	
Add the Establishment as at present allowed to the Deputy Collectors which was omitted in the Calculation	35994	
Add also the Talook Establishment for 11 Talooks at 585 Rs. each per Month not included in the Memo: 150 Talooks only being taken into account instead of 161 Talooks.	77220	1,82
		17,80,214
Excess over Mr. Bourdillons revised Memo		70,222

8th August 1859.

Member of the
Board of Revenue

Copy in a Letter to England
dy 11th April 1860 No. 29.

1859 Depart.

R Pro. 21st Octr 1859
Inclr 68

Enclosure 2 in a letter from
Mr. C. Pelly to the Secretary
to Government Revenue Depart.
dated 8th August 1859 No. 5

R 1445/59.

Scale of Establishments
proposed for the Districts
Sub Collectors Head Assist-
ants to Deputy Collectors and
the Talooks.

Printed

Copy in a Letter to England
dy 11th April 1860 No. 29.

20474
12-7-94

Enclosure No 1 in a letter
from the Members of the
Board of Revenue to the
Secretary to Government
dated 29th Sept 1859 No 36

R No 1805/59

Proceedings 29 Dec 59

R
1445/59

This is the only
Copy on hand.
Ct

Circular to Collectors
requesting to be furnished
with information relative
to the area of Talooks &c
according to forms furnished.
&c.

Only Abstract