M.R.O. 14—10,000—21-4-22

MADRAS RECORD OFFICE.

Government of Madras.

Revenue **DEPARTMENT.**

G.O. No. 457	Press ~~Mis.~~
50-51	
Dated 24 – 3 – 1860.	

Not to be folded or roughly handled

Proceedings of the Madras Government, Revenue Department, for the month of March 1860.

No. 50. Read the following Proceedings of the Madras Government in the Public Department, dated 17th March 1860, No. 396.

Communicating a Memorandum on the subject of printing forms of periodical returns for the use of the different Officers in the Revenue Department. (Vide Public Proceedings from 11th to 20th March 1860, Nos. 81 to 83.)

No. 51. ORDER THEREON, 24th March 1860, No. 457.

Ordered to be communicated to the Board of Revenue with reference to their Secretary's letter of 5th December 1859, No. 5,018.

(Signed) J. D. BOURDILLON,
Secretary to Government.

PUBLIC DEPARTMENT.

PROCEEDINGS of the MADRAS GOVERNMENT.

Read the following Memoranda:—

MEMORANDUM.

Enclosures returned.

On the subject of the Order of Government dated 21st January 1860, and the letter and blank forms accompanying, the Superintendent of the Press begs to report that he is prepared to take up the work referred to; and recommends that full Annual Indents for the forms required may be directed to be, in future, regularly prepared and sent in, and, always, as much in advance as possible.

FORT SAINT GEORGE, *9th March* 1860.

(Signed) H. SMITH,
Superintendent.

To the Chief Secretary.

MEMORANDUM.

The Superintendent of the Fort Saint George Press reports in reply to the reference made him under date 21st January last, that he is prepared to take up the work therein referred to, that is, the printing of the forms of periodical returns for the use of Collectors which it is proposed to have printed at the Government Press. He recommends that full Annual Indents for the forms required may be directed to be, in future, regularly prepared and sent in, and, always, as much in advance as possible.

2. The number of the different kinds of forms required is 189. The number of copies of each required annually varies from 14 to 2,100. The total number of copies of all kinds to be struck off yearly is 64,754, or on the average of 300 working days for the Press, 218 a day. The forms are to be sent in by the 21 Collectors to one or other of 19 different authorities.

3. The Board of Revenue recommend, letter 5th December 1859, paragraph 6, that to facilitate the working of the plan now proposed to be adopted, it will be advisable that the heads of the different departments shall make arrangements for obtaining the full supply of forms needed by their subordinates, and make the distribution according to the wants of the several Districts.

NOTE.—*There need not be quite so many as 19. Thus those for the Civil and Sessions Judge might be despatched by the Sadr and Faujdárí Adálat, but under any arrangement there would be several distinct heads.*

4. It seems to me that if each of these 19 different heads of Department are to procure the forms pertaining to their several Departments from the Government Press and to distribute them to the 21 different Collectors, there would be probable confusion and needless multiplication of business. I would suggest that the whole be done through one Department—the Board of Revenue; that the Superintendent of the Government Press be instructed to supply the Board yearly with these 64,754 forms of sorts (allowing at starting for those which they have now in hand) and the Board should pack them and despatch them to the Collectors.

5. But if not, the number of Heads of Departments communicating with the Press in respect to these forms might be much lessened and reduced perhaps to these four, who would procure and supply forms for the offices set against their names, viz:—

1. Board of Revenue.....	Superintendent of Stamps. Local Superintendent of Vaccination. Superintendent Electric Telegraph. Postmaster General. Reporter of External Commerce, and Marine Board.
2. Chief Engineer.....	.....
3. Accountant General.....	Sub Treasurer. Civil Auditor. Secretary Government Savings' Bank. Paymaster. Secretary Military Fund. Superintendent of Military Pensions. Deputy Accountant General, Fort William.
4. Sadr and Faujdárí Adálat..	Civil Judges. Inspector of Prisons. Session Judges.

14th March 1860.

(Signed) T. PYCROFT,
Chief Secretary.

ORDER THEREON, 17th March 1860, No. 396.

Resolved that the foregoing Memoranda be communicated to the Revenue Department, in reference to the Proceedings in that Department of the 5th January last, No. 24.

(True Extract.)

Chef Secretary.

To the Revenue Department.

Exd. F. Cartledge.

Rev. 10th Jany 1860 ct. 51-52
P. R. 18th April 1859 ct. 24-36.

Revenue 1860 Dept.
Pro: of Govt. 31st March

No. 598.

Proceedings of the Madras Govt. in the Public Department.

Dated 17th March 1860.
Recd. 21st

Communicating a Memo. on the subject of printing forms of periodical returns for the use of the different officers in the Revenue Department.

William Order
No. 457. 24th Instt.

No. 457.

Ordered, to be communicated to the Board of Revenue with reference to their Secretary's letter of 5th December 1859 No. 5018.

By Order of the Governor in Council

[illegible]

Secretary

24th March 1860

6 Copies
Board of Revn
with Pro. P. & R. 396.

Dispd. 24

No. 50 & 51.