M.R.O. 14—13,000—27-9-24

MADRAS RECORD OFFICE.

Government of Madras.

Revenue **DEPARTMENT.**

G.O. No. 1756 Press ~~Mis.~~

~~350~~ 351

Dated 23 - 9 - 1864.

Not to be folded or roughly handled

Proceedings of the Madras Government, Revenue Department,
23rd September 1864.

No. 350. Read the following Proceedings of the Madras Government in the Public Department:—

Submitting, for consideration, paragraph 9 of the Superintendent of Stationery's Annual Report for official year ending 30th April 1864, relative to the purchase of French or Goa paper and country paper locally by Collectors. } (Here enter 6th September 1864, No. 1,025.)

No. 351. ORDER THEREON, 23rd September 1864, No. 1,756.

Miscellaneous.

Communicated to the Board of Revenue for explanation with reference to paragraph 9 of the Report of the Superintendent of Stationery, recorded in these Proceedings.

(True Extract.)

(Signed) C. G. MASTER,
Deputy Secretary to Government.

To the Board of Revenue, with Proceedings Public Department, No. 1,025.

Exd. S. T. Augustin.

Proceedings of the Madras Government, Public Department, 6th September 1864.

No. 25. Read the following letter from Colonel G. W. Y. SIMPSON, Inspector General of Ordnance and Magazines; to the Chief Secretary to Government, Fort Saint George, dated 12th July 1864, No. 53.

Ordnance Department.

I have the honor to forward herewith copy of the Report of the Superintendent of Stationery on the administration of the Depôt under his charge during the official year 1863-64.

2. This document has been prepared with the care and fulness which characterise the Annual Reports furnished by the Superintendent, and leaves but little room for observations from this Department.

	Rs.	A.	P.
Balance 1st May 1863	1,35,336	15	2
Receipts in 1863-64 of Stores. 2,68,810 9 3			
„ by sale of waste paper 2876 8 9			
Total value of receipts	2,71,687	2	0
	4,07,024	1	2
Issues in 1863-64	1,71,493	9	7
Balance on 30th April 1864	2,35,530	7	7

3. The figures in the margin exhibit the value of stores received and issued during the year under review and stock remaining on 30th April 1864.

4. The quantity of stock now on hand is considered ample to meet all the requirements of the public service, the exhausted state of the Depôt, as reported in 1862, and in 1863, having now ceased to exist, consequent on the arrivals of supplies from England.

5. By these arrivals a considerable saving has been effected, as will be observed by reference to the item of printing paper only, whereby a loss of Rupees 12,402-1-10 has been obviated, as more particularly shown in Statement B, attached to the Superintendent's Report.

6. One of the causes which has tended to swell the money value of stock now on hand, is the high price charged for certain descriptions of Machine-made paper, as brought to notice in my report No. 300, dated 27th April 1863; but looking at the prices which have been charged for the same description of paper recently arrived by the *New Era*, I am led to believe that there must be some mistake in respect to the invoiced prices entered on the supplies per *Lord Warden*.

7. In a letter lately addressed to me by the Superintendent, that Officer brings to notice the low rates for Machine-made Foolscap received per *New Era*, viz., 7*s*.10*d*. per ream; the same description of paper received per *Lord Warden* having been charged for at 17*s*. 10*d*. and 15*s*. 6*d*., a difference so great as to lead to the conclusion that there must be some error in the latter instance.

8. Again, there is a more marked difference as shown in the margin between the cost of the "Machine" and "Hand-made" papers received per *New Era*, than was the case in respect to the supplies per *Lord Warden*, as stated in my report quoted above. I therefore beg to recommend that these circumstances be brought to the notice of the Right Honorable the Secretary of State for India, with the view that if there be any error in the *Lord Warden's* invoices, the same may be duly rectified.

Description.	Value of Hand-made per "New Era."			Value of Machine-made per "New Era."			
	£	s.	d.	£	s.	d.	
Imperial	4	9	0	2	12	0	Per Ream.
Royal	2	8	6	1	9	0	„
Medium	1	18	6	1	2	0	„
Demy	1	4	11	1	0	0	„
Foolscap	0	17	6	0	7	10	„
Thick blue laid post Quarto 20lbs.	0	12	11½	0	6	8	„
Thin blue wove post Quarto 14lbs.	0	9	9	0	4	5½	„

9. The obsolete portion of stock is being gradually diminished under the arrangement sanctioned in paragraph 5 of the Order of Government, No. 1391, dated 15th December 1863.

10. The system of making the Stationery Depôt the sole source of supply, has been attended with very good results, by preventing competition by public servants against each other for the same articles in the same market, during the period under notice; for instance, French Foolscap paper, heretofore only procurable at the average price of Rupees 2-3-10 per ream, has been procured by the Depôt during 1863-64 at Rupee 1-7-3 per ream.

11. It will also be noticed from the Superintendent's Report, that an item which has tended to swell the expenditure is, the increased* demand for wax cloth, occasioned by the Notification from the Madras General Post Office, dated 24th July 1863; by this Notification it is imperative on heads of Departments to have all official packets above 12 tolahs in weight packed at all seasons of the year in cloth or wax cloth.

* 334 pieces in excess of 1861-62, Rupees 1068-2-8.

12. In respect to this measure, I would submit for the views of Government that it is not so much the individual packets that require to be protected and rendered water-proof, as the wallets in which they are contained while in transit; and I would beg to submit that if these wallets be so constructed as to be rendered water-proof, the increased expenditure in question would not only be obviated but the weight of the wallet being so materially lessened, it would contain a larger number of packets.

13. Wax cloth, is, I submit, too heavy a fabric for letters sent by the usual post, and I would beg to suggest that material be obtained from England of a description similar to that of which the accompanying envelope is made. This material is only one-third the weight of wax cloth and sufficiently water-proof; it can, I understand, be obtained in England in any length, and may be supplied in such quantities as may be required by Departments.

14. The price of wax cloth is Rupees 0-6-4¾ per yard, and the Home authorities will be able to judge from this, whether, it will be advantageous in a financial, as well as in a postal, point of view, to use the material brought to notice.

15. The recommendations by the Superintendent of Stationery that a register should be kept as a means of check by heads of Departments of such articles of Stationery as are exchangeable after certain periods, and that the issue of octavo post until the large quantity in store be expended be permitted, as the advantage contemplated by its discontinuance has not been realized, are deserving consideration.

16. I would now beg permission to bring under special notice the extreme cheapness of the Agency employed for the conduct of the duties of the Stationery Depôt, which is indeed almost self-supporting; for of the total aggregate of the annual cost of the establishment, Rupees..... 5345 10 8
the centage of the Depôt on issue give Rupees..... 5239 7 10

leaving only Rupees..... 106 2 10

to be actually paid in cash out of the Public Treasury. This, I respectfully submit, is a very creditable and satisfactory result.

From Major C. H. HARRISON, Superintendent of Stationery; to the Inspector General of Ordnance and Magazines, Fort Saint George, dated — August 1864, No. 123.

I have the honor, in compliance with the Order of Government, to forward herewith the Annual Report of the Stationery Department for the official year ending 30th April 1864.

2. *Stock.*—The stock on hand at the close of last Report was Rupees 1,35,336-15-2; the receipts and issues during the year and the balance at the close of the Report are all shown in the Statement in Appendix marked A.

3. It is satisfactory to report that no great inconvenience was experienced during the year from the want of Europe Stationery articles, if we except the Revenue Survey Office for Drawing paper only, and it is likely that none will be felt hereafter, if the rules recently published in the *Fort Saint George Gazette* are adhered to by the several Public Departments.

4. *Receipts from England and cause of excess.*—The receipts from England during last year are in excess of those of 1862-63 by Rupees 1,17,444-4-11, this is owing to—

1*st.*—The large supply of Printing paper from England.

2*nd.*—The compliance in part of the Indents of former years which are stated in the Despatch from the Right Honorable the Secretary of State for India in the Proceedings of the Madras Government, Public Department of date 27th November 1862, No. 1388, to have been mislaid; and

			s.	d.	
Per Invoice, dated	15th November 1862	...	9	6	per Ream.
,, ,,	10th September 1863	...	9	2	,,
,, ,,	,, ,,	...	9	6	,,
,, ,,	17th September ,,	...	9	6	,,
,, ,,	9th November ,,	...	17	10	,,
,, ,,	,, ,,	...	15	6	,,

3*rd.*—To the high rates now charged for Machine-made paper which I pointed out in my letter to you of date 7th April, No. 1788.

5. *Advantage of the supply of Printing paper from England.*—The supply of Printing paper from England has proved advantageous to Government, the issues from stock during the year show a gain to Government of Rupees 12,402-1-10 upon comparing the cost of the supply from England including freight and packing charges with that for which similar descriptions of paper was purchased last year in the local market—see Statement in Appendix marked B.

This transaction proves the desirability of always maintaining a Reserve stock of Stationery Stores from England.

6. *Local purchases.*—The local purchases of the Department are also in excess of the previous year by Rupees 16,376-4-0; this is owing to compliance of the orders of Government for all articles of Stationery to be supplied in future from the Stationery Office only.

Public Department, 8th October 1862, No. 1185.
,, ,, 3rd November ,, o. 1295.

7. There is no doubt that by this arrangement a large saving to Government has been effected, as it was afterwards ascertained by supplemental Indents that not unfrequently Stationery proper, and other Europe articles were before purchased locally and charged in the Contingent Bills, the actual gain on this account can be ascertained only by referring to the Contingent Bills; but there seems no occasion to trouble Government on this subject after the full and detailed information given in the correspondence upon which the orders above referred to were passed.

8. *Advantages of extensive purchases by one Department only.*—The advantages contemplated by Government in paragraph 14 of their Order of date 28th November 1861, No. 1577, have been fully realized as several articles of Stationery were tendered to be supplied during the current year at rates much lower than those of former years.

French Foolscap paper was purchased last year by open contract at one Rupee and nine Annas, and one Rupee seven Annas and three Pice per Ream respectively. These rates must be considered very favorable as compared with those at which this article was purchased during the last two years. The rates it will be observed have gone downwards since the Resolution of Government of date 28th November 1861, and must be attributed to the extensive

In 1861-62 at Rupees	2	14	0	per Ream.	
,, ,, ,,	1	15	6	,,	
,, ,, ,,	1	14	0	,,	
In 1862-63 ,,	1	10	0	,,	

purchases by open contract by one Department only instead of the same articles being competed for by various Public offices on behalf of Government.

9. *French or Goa and Country paper ordered to be purchased locally by Collectors and the purchase of the former article at a sea port town at a higher rate than at the Presidency.*—The arrangements for the supply of *all* articles of Stationery from the Stationery Office only have seemingly been overlooked by the Board of Revenue in their Proceedings of date 31st March, and by their Secretary in his letter of date 19th April 1864, when directing French or Goa and Country paper to be purchased locally by the Collectors themselves.

The adoption of this practice will be to revert to that which was interdicted by Government in the concluding paragraph of their Order of the 8th October 1862, No. 1185, and I am apprehensive that the Order in Government Proceedings in the Revenue Department of the 23rd November 1863, paragraph 13, No. 2106, has been misconstrued and would be rightly interpreted for all articles of Stationery to be supplied as before directed from the Stationery Office only and for a corresponding deduction to be made from the Sederwared allowance for articles supplied from the Stationery Office.

It is possible for Country paper to be obtained locally at a cheaper rate than at the Presidency (although different results were arrived at upon inquiries made on this account on behalf of Government and it is understood that persons at the Presidency continue to supply French and Country paper by contract to Public offices at out-stations at much higher rates than these are obtained at the Stationery Office) but I do not see how it can be expected that an article of Foreign import, such as French Foolscap paper, which is obtained generally from some large trading town, could be got at a cheaper rate at distant isolated stations than at the Presidency. This article was purchased during the year at a Sea-port town at a higher rate than at the Presidency by 27 to 31 per cent. as pointed out in my Report of date 14th April 1864, No. 1863. Its purchase at a distant inland station would be still more unfavorable to Government. I make mention of these circumstances in my Report conformably to the Order of Government in their Proceedings of the 8th October 1862.

10. *Gum recommended to be purchased locally and the supply from the Stationery Office restricted to Public Offices at the Presidency.*—The supply of this article at the Presidency is not equal to the demand for its use both here and at out-stations, the quantity indented for use at out-stations is much larger than was before contemplated, it has necessitated a large portion of the supply to be brought from up-country. Its price consequently has been very materially affected and I would recommend that this article be hereafter purchased locally and the supply from the Stationery Office restricted to Public Offices at the Presidency.

450 lbs. intended for one Collectorate.

11. *Issues from Stock.*—The issues during the year amount to Rupees 1,71,493-9-7 which include the cost of supplies to Army and Regimental Schools and of mathematical and scientific instruments to the Public Works Department, the Commandant of Engineers and the Superintendent of Revenue Survey.

	Rs.	A.	P.
Gazette Press	5489	12	0
Inspector General of Police	1632	8	0
Collector of Malabar	740	0	0
Director of Revenue Settlement	1535	8	0
Total...	9397	12	0

12. *Printing and Hand-made Foolscap paper purchased.*—Irrespective of the issues from Stock Printing and Hand-made Foolscap paper were purchased during the year, aggregating Rupees 9397-12-0, for the Departments as per margin.

13. *Issues in excess of last year and its cause.*—The total stock issues and purchases irrespective of stock are in excess of similar transactions of the Department in 1862-63 by Rupees 6527-9-4, and which are to be accounted for as follows:—

1*st.*—To the large issue of Printing paper to the Revenue Department.

2*nd.*—To the supply by this Department, of articles heretofore purchased locally and paid by contingent bills,

3*rd.*—To the supply of Drawing paper during the year being in excess of the aggregate issues for three years as recorded in the Proceedings of Government, Revenue Department, 29th April 1864; and,

4th.—To the increasing demand for wax cloth on account of the Notification from the Madras General Post Office of date 24th July 1863, for all official packets above 12 tolahs in weight to be packed in cloth or wax cloth, which article has also increased in price on account of the great scarcity and demand for cotton.

Issued in 1861-62, Pieces 609.
" 1862-63, " 913.
" 1863-64, " 1043.

14. *Check and supervision of Indents.*—The expenditure of Stationery will no doubt be greatly reduced by issues upon General Indents when the system of check suggested in paragraph 3 of the Order of Government of the 9th April 1862, No. 123, is fully carried out by controlling heads of Departments; there has, however, been a deduction of more than 4000 Rupees by the check and supervision of Indents exercised in this office.

15. A more efficient check will perhaps be exercised, as regards exchanged articles, if controlling officers were to keep a Registry as per Form D. of the number sanctioned for supply, this will enable them to ascertain readily if the articles to be exchanged by their subordinate officers have been in use for the full period for which they were first issued, and are indented for only when actually required and not as a rule, because the minimum period for which they were issued has expired. I make this suggestion as one which it appears to me will help to carry out the wishes of Government.

16. *Excess in expenditure of Stationery.*—Another cause of excess in expenditure of Stationery I am apprehensive is occasioned by too many copies of printed forms being got up at one time, which not unfrequently become obsolete before they are exhausted on account of some modification, I am therefore of opinion that the copies of printed Forms should not exceed the number which will probably be issued during three years, as it is possible for a large quantity of paper so used to become obsolete and available afterwards as waste paper only.

17. *Octavo Post paper recommended to be supplied from stock in store because no advantage has been gained by its discontinuance to Public offices.*—The savings anticipated by the discontinuance of octavo post paper have not been realized owing to an additional quantity of quarto post being indented for in its stead which is reduced afterwards to the smaller size. There is a large quantity of octavo post in stock, and I would suggest that this article be supplied as heretofore because no advantage has been gained by its discontinuance to Public offices.

	Rs.	A.	P.
By 5 per cent. realised on the sale of Stationery..	210	12	3
Gain by fluctuation of prices in sales	25	11	3
Sale of waste paper	2634	11	3
Sums realized of Indian Atlas sheet in excess of cost price	385	2	10
Do. do. Dealwood and Zinc cases	1780	11	1
Sale of unserviceable and exchanged articles, &c.	197	1	2
Total...	5239	7	10

18. *Cost of Establishment.*—The cost of the whole establishment during the year is Rupees 5345-10-8, but if the sums realized as per margin be deducted therefrom, the net cost of the Stationery Office for the year is only Rupees 106-2-10.

19. *Cost of transit of Stationery.*—The cost of transit of Stationery both by sea and land, and the number of vouchers for issues during the year are shown at foot of Statement in Appendix marked A.

The abstract of issues is shown in the Statement in Appendix marked E.

(True Copy.)

(Signed) G. W. Y. SIMPSON, Colonel,
Inspr. Genl. of Ordnance and Magazines.

STATEMENT A.

				Rs.	A.	P.
Balance of 1st May 1863....				1,35,336	15	2
Receipts from England...	2,17,017	8	8			
Do. Commissary General... ...	38,602	4	5			
Do. Gun Carriage Manufactory... ...	173	11	0			
Do. Local purchases...	10,691	6	10			
Do. Miscellaneous...	2325	10	4			
Do. 5 per cent. commission... ...	216	12	3			
Do. Waste paper	2634	1	3			
Do. Gain by sales...	25	11	3			
				2,71,687	2	0
				4,07,024	1	2
Issues in 1863-64...				1,71,493	9	7
Balance Rupees...				2,35,530	7	7

CHARGES.

	Rs.	A.	P.
Amount of freight paid in India for stores received from England...	4773	13	1
Do. Freight paid for stores shipped from port to port.	1016	15	11
Do. Boat hire paid for landing and shipping stores....	631	0	2
Do. Cart and cooly hire and transit charges by rail...	1861	10	6
	8283	7	4
Number of vouchers on which issues were made during the year...	1102	0	0

STATEMENT B.

	Quantity issued in 1863-64.	Cost of supply from Stock including freight, &c.			Cost last year in the local market.			Gain by issue from stock.		
		Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.
Printing Double Royal, Reams...	10¾	96	14	3	185	7	0	88	8	9
Do. Double News ,, ...	325	3087	8	0	4875	0	0	1787	8	0
Do. Double Double Pott, Reams.	1666⅜	20,053	1	9	25,001	4	0	4948	2	3
Do. Double Pott ,, ...	1617¾	[illegible]	10	5	9706	8	0	4055	13	7
Do. Double Foolscap ,, ...	22	128	12	5	176	0	0	47	3	7
Do. Royal thin ,, ...	173	784	8	4	1794	14	0	1010	5	8
Do. Royal superior ,, ...	145	1058	0	0	1522	8	0	464	8	0
	Total. ...	30,859	7	2	43,261	9	0	12,402	1	10
Printing paper issued of the descriptions which were not purchased in the Market,... ...	.....	458	10	1						
Total agrees with paragraph 6 in Statement C....	.....	31,318	1	3						

STATEMENT C.

		Rs.	A.	P.
1	Value of instruments issued to Public Works Department.....	932	4	9
2	Do. do. to the Superintendent of Revenue Survey..	746	4	4
3	Do. do. to the Commandant of Engineers.....	2530	10	9
4	Do. Books &c., for Army and Regimental Schools.....	2571	7	5
5	Do. Books for Lending Libraries.....	74	9	1
6	Do. Printing paper and for Gazette Press, &c.....	31,318	1	3
7	Do. sales of Stationery, Maps of India, &c.....	7123	11	6
8	Do. Stationery issued free.....	1,26,196	8	6
	Total...	1,71,493	9	7

FORM L.

Register of exchanged articles ordered to be supplied on sanctioned indents on the Stationery Depôt for the Department under the control of

Departments.	Establishment.	Heads of Department.	Accountants.	Clerks, &c.	Moorhees.	Penknives. Minimum period, four years. 1863-64.	1864-65.	1865-66.	1866-67.	1867-68.	1868-69.	1869-70.	1870-71.	Slates for Accountants only. Minimum period, five years. 1863-64.	1864-65.	1865-66.	1866-67.	1867-68.	1868-69.	1869-70.	1870-71.	1871-72.	1872-73.	Ebony ink-stands for heads of Department. Minimum period, ten years.	Wooden ink-stands. Minimum period, ten years.	Honos, one to each Department. Minimum period, eight years.
Collector of Nellore.....		1	5	16		2	10	0	15	10	.....	.....	.....	4	3	5	0	3								
Do. South Arcot.																										
Civil Judge Malabar																										
Principal Sudder Ameen, Cochin.																										

FORM E.

Abstracts of issues from the Stationery Office in 1863-64.

	Rs.	A.	P.
Revenue Department...	57,638	4	6
Salaries and expenses of Public Department...	21,889	12	11
Law and Justice...	16,009	4	2
Police....	18,376	0	1
Education. Science and Art...	1315	3	10
Marine...	301	7	7
Miscellaneous...	1090	7	4
Work of Internal Improvement and Convenience...	276	4	7
Political Agencies and other foreign service...	656	6	4
Emigration Fee Fund...	14	2	8
Remittances to other Government...	3337	6	0
Military Remittances...	30,571	3	10
Public Works Remittances...	10,840	5	5
Adjusted charges on account of other Government...	756	0	4
Sales...	8391	4	0
Total.....	1,71,493	9	7

No. 26. ORDER THEREON, 6th September 1864, No. 1025.

The report submitted by the Principal Inspector General of Ordnance gives the operations of the Stationery Depôt during the year 1863-64.

	Rs.	A.	P.
Balance 1st May 1863...	1,35,336	15	2
Receipts in 1863-64 of stores.	2,68,810	9	3
——by sale of waste paper.	2876	8	9
Total value of receipts.....	2,71,687	2	0
Add balance as above.....	1,35,336	15	2
	4,07,024	1	2
Issues in 1863-64.....	1,71,493	9	7
Balance on 30th April 1864..	2,35,530	7	7

2. The figures noted in the margin show the value of the stores received and issued during the past year, and the stock remaining on hand on 30th April, which is considered ample to meet all the requirements of the public service.

3. The Government are glad to learn that the exhausted state of the Depôt as formerly reported has ceased to exist, and that by the timely arrival of supplies from England considerable saving has been effected. The gain by issue from stock of printing paper alone is represented to have been Rupees (12,402-1-10) twelve thousand four hundred and two, Anna one, and Pice ten; but this calculation is based on the prices of the preceding year, and is therefore of little value.

4. The discrepancies in the charges made for certain descriptions of "Machine-made" papers lately sent out call for some remarks. The average invoice price of "Machine-made" foolscap paper from November 15th, 1862, to September 17th, 1863, was 9*s.* 6*d.* per ream, while the average price charged for subsequent supplies of the same description of paper up to November 16th, 1863, was 16*s.* 8*d.* per ream, (the actual rates being 17*s.* 10*d.* and 15*s.* 6*d.*) being an increase of rather more than 75 per cent. on the previous charges. Again, the later supplies of the same paper received recently by the *New Era* are charged at 7*s.* 10*d.* per ream, being less than half the amount charged for the same article in October and November 1863. It also appears from the marginal note that there is a greater difference between the cost of the "Machine" and "Hand-made" papers received by the *New Era* than was the case in regard to those supplied by the *Lord Warden*, and the difference is still more marked in other descriptions, being in one case (thin blue wove post quartos) 9*s.* 9*d.* to 4*s.* 5½*d.*, while it is noted that the 'Machine-made' foolscap

PER REAM.

Value of Hand-made Demy per *Lord Warden* 21*s.* 9*d.*	Value of Machine-made Demy per *Lord Warden* 21*s.*
Value of Hand-made Demy per *New Era* 24*s.* 11*d.*	Value of Machine-made Demy per *New Era* 20*s.*

received by the *Lord Warden* (at 17*s.* 10*d.* per ream) is dearer than 'Hand-made' foolscap by the *New Era* (at 17*s.* 6*d.* per ream.) The Government are of opinion that such great discrepancies in the prices in so short a time cannot but have arisen from some error in the *Lord Warden's* invoices, and a further representation on the subject will, as suggested by the Principal Inspector General of Ordnance, be made to the Right Honorable the Secretary of State.

Vide Despatch, 22nd June 1864, No. 21, G. O., 22nd June 1864.

5. The total value of issues during the year under consideration was Rupees 1,71,493-9-7, being Rupees 6527-9-4 in excess of those of the previous year. This excess however is sufficiently accounted for, by the larger issue of printing paper to the Revenue Department, by the supply of articles by the department which were before purchased locally and paid for by Contingent Bills, by the increased demand for drawing paper for the survey, and, lastly, by the greatly increased consumption of waxed cloth caused by the Notification from the Madras General Post Office that all official packets weighing more than 12 tolas must be enclosed in cloth or wax cloth.

6. With regard to this latter article, Colonel Simpson suggests that wax cloth is too heavy a fabric for letters sent by the ordinary post, and that it would economize both weight and expense if the wallets in which the letters are carried were themselves made water-proof instead of requiring each separate parcel to be enclosed in waxed cloth. He further observes that if it is still considered desirable to protect the packets themselves by some similar covering, a material of which he encloses a specimen, would answer all purposes, being sufficiently water-proof and one-third the weight of the wax cloth ordinarily used.

A reference on this subject will be made to the Postmaster General. The plan of making each packet water-proof instead of the bag that contains all the packets is certainly wasteful, and if the object be to prevent bulky packets from getting loose in transit, this end can be attained by securing each with twine. There can be no necessity, however, for using either cloth or wax cloth when letters are conveyed by Rail, Steamer, or Mail cart. A thin and light description of oiled paper* is, the Government believe, used as an inner envelope in Bengal during the rains. Information regarding this will be obtained and submitted at once.

* A sample of which is put up herewith, marked C.

7. The Government do not see much use in the proposed register of articles exchanged after certain periods, and it is very undesirable to add to the numerous accounts now kept by the local officers. The minimum period during which articles of this kind must last before a fresh issue is made is sufficiently long, and articles that have lasted these periods can be worth little. The Government presume that the term "exchange" means only *issue*, that is, that the unserviceable articles are sold on the spot, and not sent to Madras. The issue of Octavo post is approved.

8. The Government have no doubt that the system of making the Stationery Depôt the sole source of supply, has been attended with saving by preventing competition in the local markets by public servants for the same articles.

9. As recommended by the Superintendent, the article "gum" will be entered in the list of articles which may be purchased in the local markets.

10. Paragraph 9 of the Superintendent's Report will be considered in the Revenue Department.

11. With reference to paragraph 14 of his letter, Major Harrison will state in what offices the deduction of Rupees 4000 was effected.

12. The Government cannot suppose that printed forms sufficient for more than three years' use or even for that period are struck off in any office, and request detailed information on the subject in order that they may be in a position to deal with it effectually.

13. The cost of establishment has been Rupees 5345-10-8, or a little more than 3 per cent. on the transactions of the year.

14. The report contains no allusion to stock-taking or audit of the Accounts of the Depôt. Information will be furnished on this subject, with a view to the issue of such further orders as may be necessary.

15. The Statement E is practically of little use, partly from its following the general Budget classification but chiefly from its giving only the value of supplies issued, which value necessarily varies in different years and represents different quantities. Future reports will be accompanied by a return in the form L 'Classified Abstract of issues' (Appendix L to the Report of the Bengal Stationery Committee) with the omission of columns 1 and 2 and the addition of a column at the extreme right. In column 'Office or Department' will be entered every office or Department to which the Depôt makes separate issues; and in the final column will be entered the total *value* of all issues of every kind made to the Office or Department. The totals entered at foot will show the total issues of all descriptions and below the totals will be entered the rate per ream, article, &c., at which the article referred to has been charged.

(True Extract.)

Secretary to Government.

To the Inspector General of Ordnance and Magazines.
„ Postmaster General, with the sample of oiled paper.
„ Revenue Department.

Exd. T. Cartledge.

~~Public Rs. 45 Dated 16 Jan 1865~~

Pub: 8 - Octobr/62 Nos. 44-45

Rec 23 November/63 — 291-292

Revenue 1864 - Dépt.
Pros: of Govt for Septr
No. 2392.

Proceedings of the
Madras Govt in the
Public Dépt.

Dated 6th Septr 1864
Received 8th Do

No. 1025.

Pub Pros: 8/14 Dec/64 No 3264.

Subj. for consideration
39 of the Supdt of Stationery's Estn
- mate of work for Offl year
ending 30th April 1865, relative
to the purchase of French or
Good paper and Country paper
locally by Collectors -

With an order
No 1756-23 Sept

Communicated to the Board of Revenue
for reference to para 9 of the Reports
of the Stationery recorded in this

Proceedings.
23rd Septr 1864

Dated Fort St George
the 23rd Septr 1864

By Command of His Excellency
the Governor in Council

[illegible]
Secy to Govt

No. 350 & 357.