

MADRAS RECORD OFFICE.

Government of Madras.

Revenue DEPARTMENT.

G.O. No. 2376	Press ~~Mis.~~
19-20	
Dated	26 - 1865.

Not to be folded or roughly handled*Recd
2/11/25*

*Proceedings of the Madras Government, Revenue Department,
2nd October 1865.*

No. 19. Read the following letter from Captain R. H. BEDDOME, Officiating Conservator of Forests, to W. HUDLESTON, Esq., Acting Secretary to Government, Revenue Department, Fort Saint George, dated Camp, Ootacamund, 18th September 1865, No. 1,424.

SIR,

1. With reference to paragraph 2 of the Proceedings of Government, dated 8th instant, No. 2,142, I have the honor to submit, for transmission to the Government of India, the prescribed Tabular Statement and the usual Memorandum of the proposed increase to the Central Office Establishment, in which I have entered, besides the new appointment of Record-keeper, which can be filled by the present 2nd Clerk, two other Clerks in his room on Rupees 10 each per mensem, by splitting the pay he now draws, an arrangement which will, I trust, be approved by Government, as these additional hands are indispensably requisite for the increased work that has devolved on the office, since the introduction of the numerous Returns specified in the revised Forest Manual.

2. In the scale sanctioned by the Government of India, and communicated in G. O. dated 14th June 1862, No. 1,312, the pay of the Head Clerk of the Central Office was fixed at Rupees 100 per mensem; but it was subsequently reduced to Rupees 75, in G. O. dated 13th March 1863, No. 506, so that in fact the entertainment of a Record-keeper and two Clerks in lieu of the second one, now on the establishment, will not entail any fresh expenditure on the State; and under these circumstances I hope Government may, in anticipation of the sanction of the Supreme Government, be pleased to authorize the employment of the extra hands referred to from the 1st proximo.

3. Adverting to the concluding part of the Order above quoted, I beg to state that there are at present twenty Ranges, from each of which the Returns shewn in the accompanying Memorandum are received and sorted in the Record almirahs after having been examined and disposed of. Of such Records those marked with an asterisk I consider really necessary to preserve, supplying, as they do, the materials for the preparation of the Returns required to be periodically submitted to Government and other authorities, and serving at the same time as the means of efficiently checking discrepancies and irregularities in the Returns furnished by the Range Officers from time to time. The rest of the Records, excepting Nos. XV to XVIII, which have to be sent up to the Board of Revenue, in whose Office they are filed, may be destroyed after a time as waste paper, in accordance with the Orders contained in G. O. dated 29th June 1863, No. 11,321.

No. 20. ORDER THEREON, 2nd October 1865, No. 2,376.

Forests, No. 2.

Referred to the Accountant General, who will state whether the entertainment of the required Record-keeper could be sanctioned from the savings in the Forest Department, as supposed by the Conservator, in which case the sanction of the Supreme Government would seem to be unnecessary.

(True Extract.)

(Signed) W. HUDLESTON,
Acting Secretary to Government.

To the Accountant General.
,, the Officiating of Conservator Forests.
Exd. S. T. Augustin.

Memorandum

I The extra charge entered in the accompanying Tabular Statement is to take effect from the 1st Proximo.

II No provision was made for it in the Budget for 1865-66, but it can be met out of Savings therefrom.

III & IV The Charge is permanent.

V and VI There is a saving of Rs 25 in the pay of the Head Clerk.

VII The Charge is shown in a lump sum.

VIII The Charge is payable from the Forest Revenue.

Camp Ootacamund

18th September 1865

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} H. Addams Esq. C. S. J.
} Off. Secy. Com. of For.

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Memos showing the periodical Returns submitted
by the Range Officers of the Department
to the Central Office

No Description of Record — Remarks

I. Monthly Abstracts of Salaries. The necessity Range
drawn on account of Fixed Officers are under
Establishment of furnishing the Central
II. Monthly Account Current Office with General
with Collector's Receipts for Returns specified in
sums remitted to the Treasury the Memorandum
from Sale proceeds of the is shown in the
Forest Income Revised Forest

* III. Detailed Account Particulars Manual
of the Contingent Bills sub. The Originals of the
mitted for audit Contingent Bill are
IV. Abstracts of — — — sent in to the Audit
V. Monthly Budget Statement General after audit
of Receipts and Expenditure for comparison of the
VI. Statement showing how the Charges with the
Forest Establishment was employed Treasury accounts
during the Month of — and

Enclosed in a letter
No. 11724 dated 18th
September 1885 from
Mr. O. H. G. Cunningham
Rev. 2878
2878/85

Suburban Statement

Showing the present

and proposed

State of the District

of the District Office

Marine

- * VII Monthly Statement of Timber and the duplicate
filled in the Forests and Copies retained in the
the Stock in hand Central Office for
- * VIII Statement of wood sold reference.
in the Forests during the IVth The Abstract has
Month of _____ to be returned to the
- * IX Monthly Report of Cash Range Officer con-
balance remaining in the Cash duly endorsed by the
Chief in charge of the Range Controlling Authority
Officer _____ who passes the same ^{as} wholly
- * X Monthly Progress Report of work carried on in the Forest
work carried on in the Forest
- * XI List of Cheques drawn by
the Officer _____
- * XII Quarterly Estimate of Funds
required for carrying on the
Forest Operations _____
- * XIII Half Yearly Returns of
Implements &c in the Store
of Forests _____
- * XIV An Indent for Stationery for
the use of the Assistant Comptroller
- * XV Annual Account Current of the Forests with Collectors Certificates Current and their
accompaniments from

- XVI Memo showing the Cash ~~Accounts~~ XV to XIX are
received from the Collector submitted to the
Treasury on account of Board of Revenue
Fixed and Contingent with a report and
Charges and the balance are filed in their Office
remaining to be accounted
for at the close of the
Official year _____
- XVII Memo of the quantity of
Timber collected, sold,
and the balance to be
accounted for _____
- XVIII Statement showing the
payments drawn for Fixed
Charges in Monthly Abstracts
from the Collector's Treasury
- XIX Statement showing the
value of Timber supplied
to D. P. W. _____
- * XX Annual Account of
Forest Receipts and
Expenditure during the
year ending April with
Cash Account for
that Month _____

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XXI Annual Budget
Estimate of Receipts
and of Fixed and
Contingent Charges

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XXII Stock Account of
quantity and Value of
Timber and other Forest
produce on hand at
the commencement and
the close of the year
with Receipt and issue

XXIII Statement exhibiting
the expenditure incurred
on account of the Timber
on Forest produce received
in to stock during the
year

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XXIV An Abstract shewing the
amount realized on
account of Timber and
Forest produce Sales
during the year and
on account of Outstandings
of previous years

XXV Statement exhibiting
the amount of outstanding
advances to Contractors
at the commencement
of the year, the recover-
ies in Cash, and
in work done, and the
balance outstanding at
the end of the year

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XXVI Annual Abstract Account
of the Cash transactions
during the year

Camp Ottawa

18th September 1885

W. Seddome, Esq.

Off^r Comm^r of Forests

No. 1424

Office of Conservator of Forests
Camp Colacummit. 18th September 1865

From

Captain R. H. Biddome
officiating Conservator of Forests

To

W. Huddleston Esq
Acting Secretary to Government R. D.
Fort Saint George.

Sir

With reference to para 2 of the Proceedings of Government dated 8th Instant No 2142 I have the honor to submit for transmission to the Government of India the prescribed Tabular Statement and the usual statement of the proposed increase to the Central office Establishment, in which I have entered besides the new appointment of Record Keeper, which can be filled by the present 2nd clerk, two other clerks in his room @ Rs 10 each per mensem, by splitting the pay he now draws, an arrangement which will I trust be approved by Government, as these additional hands are indispensably requisite for the increased work that has devolved on the office since the introduction of the numerous Returns specified in the revised Forest Manual.

2. In the scale sanctioned by the Government of India and communicated in G.O. dated 15th June 1862 No 1312, the pay of the Head clerk of the Central office

Rev: 2652/65

Enclosed in a

Letter No 1424 dated

18th September 1865

from the P. H. Biddome
of Forests

3 65/105

Memo showing the

proposed increase

submitted by the

Range Officer to the

Central Office

1865/105

1865/105

office was fixed at Rs 100 per mensem, but it was subsequently reduced to Rs 75 in G.O. dated 13th March 1863 to 555, so that in fact the entertainment of a Record keeper and two clerks in lieu of the 2nd one now on the establishment will not entail any fresh expenditure on the State; and under these circumstances I hope Government may in anticipation of the sanction of the Supreme Government, be pleased to authorize the employment of the extra hands referred to from the 1st proximo.

3. Adverting to the concluding part of the order above quoted I beg to state that there are at present 20 Ranges, from each of which the Returns shown in the accompanying Memorandum are received and sorted in the record Munirahs after having been examined and disposed of. Of such records those marked with an asterisk I consider really necessary to preserve, supplying as they do the materials for the preparation of the returns required to be periodically submitted to Government and other authorities, and serving at the same time as the means of efficiently checking discrepancies and irregularities in the returns furnished by the Range officers from time to time. The rest of the records, excepting Nos. xi to xviii. which have to be sent up to the Board of Revenue in whose office they are filed, may be destroyed after a time as waste paper in accordance with the Orders contained in G.O. dated 29th June 1863 No. 11321.

I have

6. For the Government of Bengal
14. The Office of the Secretary of Government

I have the honor to be
Sir
Yours Most Obedt. Servant
J. W. Seddome Captain

Received
10/10/63

