

MADRAS RECORD OFFICE.

Government of Madras.

Revenue DEPARTMENT.

G.O. No.	1789	Press Mis.
593-95 Dated	25-6-	1918.

Not to be folded or roughly handled

*Proceedings of the Madras Government, Revenue Department,
25th June 1868.*

Read again Proceedings of the Board of Revenue, dated 29th May 1868, No. 3,993, and recorded in G. O., 12th June 1868, No. 1,657.

No. 593. Read also the following letter from the Accountant General, to the Secretary to Government, Revenue Department, dated Fort St. George, 17th June 1868, No. 77 :—

1. With reference to the Proceedings of Government in the Revenue Department, No. 1,657, dated the 12th instant, I have the honor to state that the proposed increase of Rupees 51 per month to the Printing Establishment of the Collector of Malabar, can be met from savings in the Budget Grant for the current year under "24, Stationery and Printing."

2. The Tabular Statement which accompanied the Order of Government under reply, is herewith returned.

No. 594. Proceedings of the Board of Revenue, dated 16th June 1868, No. 4,447.

Read the following letter from the Collector of Malabar, to the Acting Secretary to the Board of Revenue, dated Calicut, 20th May 1868, No. 152.

1. On the 14th February last, I addressed the Board, requesting sanction to an increase to the Collectorate Press Establishment; but I have not received the Board's decision on the subject.

2. I now beg to forward copy of a letter from my Treasury Deputy Collector, whom I requested to go thoroughly into the question with the Huzoor Serishtadar.

3. It will be seen that there are large outstanding arrears, and that the present Press Establishment is unable to execute the current work, much less to do other work, as printing selections from the records, etc., which the Board and Government are desirous should be undertaken.

4. The increase now recommended will cost Rupees 52 per mensem, or Rupees 624 per annum; but the last report shews in the operation of the past year a balance of Rupees 7,075-9-11 in favor of the Press, and the increase can consequently easily be met, whilst the efficiency of the establishment will be fairly secured.

5. I, therefore, beg sanction to the increase at the Board's early convenience.

From the Deputy Collector, in charge of the Press, Malabar, to the Collector of Malabar, dated Calicut, 19th May 1868, No. 1,592.

1. In reply to your Memorandum, dated 29th ultimo, I have the honor to state that I have examined the present condition of the Press Department, in conjunction with the Huzoor Serishtadar.

2. QUANTITY OF ARREARS.—The annexed statement will shew the amount of arrears, the disposal of which will take sometime, unless the present establishment is strengthened.

3. CAUSE OF DELAY IN WORKING.—The cause of delay in executing orders is almost entirely attributable to the insufficiency of the establishment. The number of *employes* sufficed for the work when the establishment was placed on its present footing, but the work has increased largely of late, especially since it was decided that all Public Officers might have work done without actual payment.

*Proceedings of the Madras Government, Revenue Department,
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This has resulted in officers having every form used by them printed, by which Departments require individually an enormous number of copies. I may adduce the Judicial Departments, which this year has indented for nearly 50,000 copies of various forms. The establishment not having been raised to meet the great increase of work, accumulation of arrears is the inevitable result.

4. **PRESENT MODE OF WORKING THE PRESSES.**—There are three presses, two of which require two men each to work it, and the third needs three men. Seven men are, therefore, necessary to keep all the presses working, but the number allowed is only four. The result is that one or other of the presses stands still even when large arrears exist. Should the large press have to be employed, both the other presses are idle, as three out of the four men allotted are engaged on the one machine. The District Gazette takes a whole day printing, so that one-sixth of the working time is lost to other work. The case is much worse with regard to the compositors, six in number. Their whole time is devoted for four days to setting up the Gazette, and thus two-thirds of their time is lost to other work. The Gazette, therefore, occupying most of the time, it is evident all other work can only be got through slowly. I have supposed that the pressmen and compositors confine themselves to their legitimate duties, that of actually setting up and striking off. But much of their time is taken up by duties, connected certainly with the printing, but by performing which a great deal of time is lost, that ought to be devoted to their true work. Washing and cleaning types, formes, and presses, conveying large quantities of water for various purposes, damping and counting papers, cutting paper into sizes required for printing; moulding rollers,

&c., &c., should be done by a Masalchee, or attender of some sort, instead of being done by pressmen and compositors as at present.*

5. **P. OPER MODE OF WORKING.**—To enable the Press to execute the largely increasing quantity of work, it is imperatively necessary that the establishment should be increased, so as to allow of all the presses being worked simultaneously, and the pressmen and compositors being free to devote their whole time to their proper duties. The marginally noted men are needed for this purpose, and I strongly urge their addition to the establishment.

2 Compositors, at Rupees 8	...	...	...	RS.
2 Wheel-turners, at " 7	...	...	...	16
2 Pressmen, " 8	...	...	...	14
1 Masalchee, " 6	...	...	...	6
Total Rupees per mensem...				52

6. **ANOTHER CAUSE OF ARREARS.**—Officers employing the Press are in the habit of waiting till their stock of forms is nearly exhausted, and then requesting to be supplied immediately. To avoid inconvenience to the public service, the Press Superintendent has hitherto executed such indents; but at the cost of the regular flow of work, and the result is that some orders are gradually put back, and months elapse before they are finished.

7. **ANNUAL INDENTS PROPOSED.**—To put a stop to this, I propose inserting a notice in the Gazette informing all Officers, they should indent for forms, &c., at least two months before their stock is exhausted, within which period the work will be done, and intimating that, should this rule not be complied with, their indents will be filed and executed according to date of reception.

8. **WANT OF MATERIAL.**—It is impossible to compose any number of forms at present for want of certain material, which I have ordered to be supplied at once.

9. **SUGGESTIONS FOR FORWARDING INDENTS.**—To avoid the labor of composing the same forms repeatedly, it would be advisable for each department to indent annually for all the forms required by it. At present some of the Divisional Magistrates apply for Calendars, Summonses, Warrants, &c., independently of the District Magistrate, and this involves the setting up the same forms several times over. I beg to suggest, all Revenue Officers should submit their indents to the Collector for consolidation; all Magistrates to the District Magistrate; all Salt and Sea Custom Superintendents to the Officers in Departmental charge, &c., &c. The Municipalities might forward through the President.

*Proceedings of the Madras Government, Revenue Department,
25th June 1868.*

Memorandum of arrears of Press work.

Date of Order.	For whom received.	Number of pages.	Number of copies.
1868.			
March 3rd ...	Civil Judge, Calicut ...	37½	46,404
" 23rd ...	Press office ...	10	600
" 26th ...	Huzoor office ...	½	10,050
" " ...	Do. ...	1	600
" 28th ...	Jail Superintendent, Tellicherry ...	½	500
" 30th ...	Huzoor office ...	2	50
April 1st ...	Do. ...	13	780
" 23rd ...	Do. ...	½	100
" " ...	Municipal office, Palghaut ...	8	50
" 30th ...	Do. Calicut ...	1	7,000
" " ...	Do. do. ...	½	4,000
May 1st ...	Tahsildar of Walluvanad ...	1	200
" 5th ...	Huzoor office ...	½	1,000
" 12th ...	Superintendent of Police ...	1	960
" " ...	Do. do. ...	1	4,092
" " ...	Do. do. ...	1	384
" " ...	Huzoor office ...	½	200
" " ...	Do. ...	½	200
" " ...	Do. ...	½	1,000
" " ...	Do. ...	1	300
" " ...	Do. ...	1	500
" " ...	Do. ...	1	400
" " ...	Do. ...	2	1,000
" " ...	Officer Commanding Calicut ...	½	200
" " ...	Do. do. ...	1	140
" 13th ...	Civil Surgeon, Calicut ...	3	19
" " ...	Do. do. ...	3½	76
" " ...	Huzoor office ...	2	200
Total...		94½	81,005

(Signed) P. A. COLE,
Deputy Collector.

Submitted to Government, in continuation of the Board's Proceedings, dated 29th May 1868, No. 3,993.

No. 595. ORDER THEREON, 25th June 1868, No. 1,789.

Miscellaneous.				
2 Compositors at 8 Rupees each	...	...	...	RS. 16
1 Pressman	...	...	...	8
2 Wheel turners at 7 Rupees each	...	...	...	14
1 Attender	...	...	...	7
1 Masaljee	...	...	...	6
Total...				51

(True Extract.)

(Signed) W. HUDLESTON,
Secretary to Government.

To the Board of Revenue,
,, the Accountant General.

Exd. S. T. Augustin.

Statement of Proposed Establishment in the Printing Department recommended for sanction

			Revenue				Charges				Total		Net	
			Years.	Ordin. dry	Extra. ordinary	Ordin. dry	Extra. ordinary	Revenue	Charges	Surplus	Deficient			
Actual as per Receipts & disbursements			1863/64	1866	—	2239	—	1866	2239	—	373			
ditto			1864/65	1196	—	3483	—	1196	3483	—	2287			
ditto			1865/66	1862	—	2413	—	1862	2413	—	551			
ditto			1866/67	1228	—	2338	—	1228	2338	—	1110			

No.	Date	Office to which the proposition refers	Nature of Charges		Proposition						Ground of proposition	Local Government recommendation	Orders of Govt. of India					
			Present scale	Proposed scale	Permanent	Temporary	Increase because	Period	Period	Home Dept.			Financial Dept.					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17		
District of Malabar			1 Superintendent — 30	1 Superintendent — 30														
			51 Compositor — 30	1 Compositor — 30														
			51 ditto — 20	1 ditto — 20														
			51 ditto — 15	1 ditto — 15														
			51 ditto — 12	1 ditto — 12														
			51 ditto — 10	1 ditto — 10														
			2 Apprentices @ 7 Rs each 14	2 Apprentices @ 7 Rs 14														
			51 Pressman — 12	1 Pressman — 12														
			1 ditto — 10	1 ditto — 10														
			51 Ball man — 8	1 Ball Man — 8														
			1 ditto — 7	1 ditto — 7														
					188													
					2 Compositors @ 8 Rs. 16													
					1 Press man — 8													
					2 wheel turners @ 7 Rs 14													
					1 Attender — 7													
					1 Masaljee — 6													
					51													
			188	239	51													

The present establishment is quite inadequate to meet the requirements & the increase is needed to perform the Press work with ordinary efficiency & punctuality -

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Malabar office
Calicut 14 Feb 1868
L.A.

Saravard
Collector

Revenue Department.

N^o 1789.

Proceedings of the Madras Government
Under date the 25th June 1868.

Read again Pro: of
Board of Revenue dated
29th May 1868 N^o 3993, recorded
in G.O. 12th June 1868 N^o 1657.

Read also the following
letter from the Accountant
General. -

Stating that the increase
of Rs. 51 to the Printing Establish-
ment of the Collectorate of Malabar
can be met from savings under "24
Stationery & Printing."

(Here enter 17th June 1868 N^o 77.)

Proceedings of the Board of Revenue.
Submitting, in continuation of 13th Pro: 29th May/68
N^o 3993, letter from Col^l of Malabar, requesting sanction for
an increase in the Col^l's Press Establishment.

(Here enter 16th June 1868 N^o 4447.)

Sanction is
accordingly granted
for increasing the
Printing establish-
ment attached to
the

Wm

Rev. 2068/68.
Revenue/68 N^o 485.

As a letter from the
Col^l of Malabar
is the Secy: to the
Board of Revenue
Madras of 14th Feb^y
1868 N^o 48.

Subjunct 10/10/68

2/1/69
25th June/68
10/5/68

the Office of the Collector
of Malabar at monthly
cost of Rs. 51.-

* 2 compositors at 8 Rs. each	16
1 Press man	8
2 wheel turners at 7 Rs. each	14
1 Attender	7
1 Musaljee	16
	<u>51.</u>

14 Copies To the Secy of Revenue Dept
6 - to the Secy of the Govt

No. 593 @ 595

Case No. 312-313
12/6/68

Increase to the Rent
in Malabar

Shree Baid of Revenue
1710 July 1/68 @ 2366

No of the Madras Govt
of 25th June 1868

16-1789

No of Govt for June