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MADRAS RECORD OFFICE

Government of Madras

Revenue DEPARTMENT

G.O. No. 21..
~~B.P. No.~~Press
Mis.

Dated

5.1.1872 195Not to be folded or roughly handled

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*Proceedings of the Madras Government, Public Department,
16th December 1871.*

No. 103. Read the following letter from the Supervisor, Government Press, to the Chief Secretary to Government, Fort St. George, dated Fort St. George, 8th December 1871, No. 2023 :—

I have the honour to submit, for the approval of Government, the proposals contained in the accompanying memorandum from the Superintendent of the Government Press. As a step towards saving the cost of re-printing, in the Government Press, matter already set up in type for the Revenue Board, Mr. Morgan proposes to amalgamate the Revenue Board and Revenue Secretariat Departments of the Press. He calculates the saving, including the cost of additional establishment which otherwise it will be necessary to entertain, at Rupees 375 per mensem, and estimates the cost of the additional racks, &c., required to keep the matter standing at Rupees 1,500. The whole saving will evidently not be made unless there is an increase of type, but the proposal is one in the right direction, and I beg to recommend it for sanction. A memorandum of the articles which it will be necessary to purchase accompanies.

—
No. 2017.

MEMORANDUM.

The work of the Revenue Board Department is so heavy that the Department is not open at 9 as in the Secretariat Department, and then it is open at 7. The men generally stay as long as they can see, and on Tuesday night all Establishment hands work until the Gazette is finished—till 9 or 10 o'clock. The Foreman and two of the Imposers are obliged to be here when the Department opens. Naturally these persons are dissatisfied, and frequent applications that they may be paid overtime, or that assistance may be given to them, have been received. Even if they have assistance it will be necessary to enlarge the Department, to increase the quantity of type (the present stock is worn out), to purchase new cases, &c., so as to be able to employ a greater number of piece hands, and another Rough Proof Reader and Reading boy (Rupees 50). These persons cannot, under present arrangements, be done without any longer, as those now in the Department have very much more to do than any others.

2. There is no room to enlarge the Department or to employ more hands, so that other means must be found to put a stop to this overtime.

3. Under the present system of working, many papers communicated to the Revenue Department by the Revenue Board, or by the Revenue Department to the Revenue Board, are *re-printed*, averaging per month 285 pages. This occasions a loss of about Rupees 285 per month, as the cost of work is 1 Rupee per page; but it is not the whole loss, there is the wear and tear of type incidental to distributing, re-setting, and correcting.

4. To obviate the necessity of re-printing, and to lessen the work of these Departments, it is proposed to unite the two, keeping communicated matter standing until it is wanted for re-striking. Besides the cost of setting, much time will also be saved by this.

5. The very inadequate means for keeping standing matter properly is another source of loss, but which cannot be exactly estimated. Instead of being in chase, pages are kept lying loose on tables, or in galleys under frames, and often are broken up by accident, or distributed by men in want of type. This can only be prevented by locking up in chase, and leaving the collected matter in charge of a properly-qualified man.

Proceedings of the Madras Government, Public Department.

16th December 1871.

GOVERNMENT PRESS,
FORT ST. GEORGE,
7th December 1871

(Signed) H. MORGAN,
Superintendent, Government Press.

No. 104. ORDER THEREON, 16th December 1871, No. 1867.
The Government approve of the

(True Extract.)

~~Chief~~ Secretary. to Govt.

To the Revenue Department.
 „ Revenue Board.
 „ Supervisor, Government Press.
 „ Accountant General.

Exd. J. Wright.

2 spare Copies

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THE REVENUE DEPARTMENT.

Dated December, 1871.

Recd.

G.O. 14th December 1871 No. 1867.

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DECEMBER.
Nos. 103-104.

Approving of the publication of the Revenue
Board and Revenue Secretariat Department of the
Government Press.

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RECORDED.