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TAMIL NADU ARCHIVES

GOVERNMENT OF TAMIL NADU

Revenue DEPARTMENT

G.O. No.	6190	Press.
B.P. No.		Mis.
Dated	25-10-1877	197 .

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Ganjam

Revenue Dept

Miscellaneous No 13461

6190

Proceedings of the Board of Revenue

Dated 28th September 1897

Read the following

No 2874

From

The offg Collector
Ganjam

To

The Secretary to the
Board of Revenue
Madras.

Dated Chatterpore 28th Sept 1897.

Sir

Adverting to my telegram of the
6th Instant I have the honor
to request that the Board will
be pleased to obtain Govern-
ment sanction to retain the extra
establishment sanctioned for the
arrangement of records in this
district in Govt Order No 2231
dated 26th September 1896 com-
municated with the Board's

Proceedings Miscellaneous No 10779
 dated 7th December 1876 for a
 further period of 6 months
 in my office, in the Senior
 Assistant Collector's office
 as well as in the Berhampore
 & Gumsur Taluk offices &
 4 months in the Deputy Tahsildar's
 offices.

2. The total expenditure during this
 further period amounts to Rs 1290
 as in the margin *
 in addition to Rs 1470
 already sanctioned making
 a total of Rs 2760 for the
 record work. This extra
 amount can, I think,
 be met from the current
 year's Budget allotment
 of the Presidency for
 temporary establishment.

3. The necessity of this
 application is of great

Collector's office	Rs.
4 clerks at 20 Rs	
each for 6 months	4 80
In the Senior Asst.	
Collector's office one	
clerk for 6	
months at 15 Rs	90
In the Berhampore	
Tahsildar's office	
2 clerks at 15 Rs	
each for 6 months	180
In the Gumsur	
Tahsildar's office	
2 clerks at 15 Rs	
each for 6 months	180
In 6 Deputy Tahsildar's	
offices 1 clerk each	
at 15 Rs for 4 months	360
Total	1290

importance as explained below.

4. It was originally supposed
 on rough estimate that 6 months
 would be sufficient to put
 the record of each office
 into proper order, but from
 the Progress Reports received
 from the different offices,
 I find, that the records of
 each Taluk office extend
 over a greater number of
 years than was supposed.

The Gumastahs too appointed
 to do the work did not make
 much progress for the first
 two months owing to the
 novelty of the work. They are
 making fair progress now & I
 shall insist upon their completing
 the work within the period for
 which I now seek sanction
 for their employment.

5. Necessary forms of registers were supplied & a careful check is exercised over the work done by them in anticipation of sanction. I have directed the Gumshtaks to continue until further orders.

6. To have left the records in their present half-finished state, would, I feared, have rendered the work already done futile.

7. Since the Government sanction was received the Extra Establishment was set at work on different dates at various offices as shewn in the margin. The expiration of their term varies from 18th to 15th of this month according to the dates of

* Collector's Huzur	18 th July
Senior Asst Collector's office	7 th de
Barhampton Tahsil office	1 st de
Gumdar Tahsil office	1 st de
Surada Dy De	1 st de
Ganjam de de de	1 st de
Purnachottapur de de de	16 th de
Mekapur de de	20 th de
Aska de de de	21 st de
Sompalla de de de	23 rd de

their appointments.

8. Strict instructions were given for the prompt & speedy conduct of their work, fortnightly progress reports being submitted in the annexed form prescribed by Mr. Maister & checked in this office.

9. Mr. Boswell's Scheme in separating the records to be destroyed from those to be permanently retained is strictly adhered to in the Taluk offices.

10. With regard to the vernacular record in the Huzur, this Scheme could not be enforced in its entirety especially in the case of orders from & Arzies to the Collector in various branches such as Land Revenue, Abkari, Salt, Sea Customs &c because Mr. Boswell prescribes, in the case

of Land Revenue, that all Arzies
& orders should be permanently
retained, while those of other
branches should be destroyed
eventually, whereas the entries
of orders issued in various
departments according to each
Taluk office are recorded
consecutively so that some of
them can not be removed from
the books. I consider therefore
that all orders entered in a
book should be preserved
without exception & similarly
the Arzies of the Taluk offices
to which the orders refer.

Leaving these orders and
Arzies as they are, the arrange-
ment of other records according
to Mr Boswell's Scheme has
been fully carried out so far
as

the separation of papers to be
destroyed from those to be retained
is concerned.

11 As regards the English
records in the Huzur and
the Divisional offices, Mr Boswell's
Scheme is inapplicable in as
much as it does not provide
for such a course. I have
therefore given instructions
suggesting that of the English
papers are to be destroyed and
which to be retained.

12 The accompanying statements
A. B. & C. will show at a glance
the progress of work done by
the Extra Quashtahs entertained
in the Huzur & Taluk offices.

13. The arrangement already made
is as follows:—

English records of } And consists of papers
the Huzur office } belonging to the years 1867 to
1873

Departments in
which papers have
been classified
and registered
according to Subjects
but not divided
into papers to be
destroyed and
retained: —

Land Revenue —

Survey Settlement —

Leases —

Court of Wards —

Dept. of Works —

Local Funds —

Road Cess —

Financial —

Abkari —

Forest —

Municipal —

Income Tax —

Military —

Medical —

Famine —

Marine —

Stamps —

Prisons —

Petitions —

Bank —

Departments in which
papers have been
separated to be
destroyed from
those that are
to be retained.

Salt —

Customs —

Miscellaneous —

Magisterial —

14. Considering the voluminous nature
& amount of work already arranged
the work still remaining to be
done which consists of separating
papers to be destroyed from those
to be retained & indexing the
latter will require the services
of extra hands for a further
period of not less than 6 months.

15. Half of the accounts and
returns have been arranged according
vernacular records } to the departments to which
of the Nazam office } they appertain; the remaining
work & the indexing of all the
papers to be retained will occupy
six months.

16. The Revenue records in this office
Senior Assistant } Exist from 1849
Collectors office }
& Magisterial records from 1853.
The judgments in Criminal Cases
from 1858 to 1873 were arranged
in consecutive order & put up
in bundles. Magisterial Filings

papers to be destroyed were
separated from the records of
1849-1851, 1855-58 & 1867-70
& tied up in separate bundles.

Revenue Records of the years
1854-58 & 1867-69 were in bundles
but not arranged according
to Subjects. The remaining record
in his office can be finished
in a further period of 6 months
& I recommend the retention
of extra Gumatia for that period.

17. The revenue records remaining
Bishampore } in this office consist
Tahsildar's office } of Accounts and returns
prepared according to the Village
& Taluk Manuals from Fasli
1226 to 1285 & of the Revenue
correspondence from 1852 to 1876
while the Magisterial records
exist from 1869 to 1876. Out of
68 years' records of both branches,
the records of $36\frac{3}{4}$ years were
arranged leaving a balance of

$31\frac{1}{4}$ years' record. I recommend
here also the continuation of
the Establishment for a further
period of 6 months.

18. The records of 23 years have
been arranged leaving those of
Ganjam Deputy } 21 years to be done.
Tahsildar's office } I think 4 months
will be sufficient to complete
the work.

19. The whole of the Revenue Records
Baruashottapore } from 1821-1876 as
Dy. Tahsildar's office } well as the Magist.
records from 1861-1876 have been
arranged leaving the indexing &
separation of papers to be destroyed
from those that are to be retained
to be done. Four months should
be sufficient for this.

20. The Revenue records of this office
Surada Deputy } Comprise the years
Tahsildar's office } 1862-1876 & the
Magisterial the years 1858-76.
Out of the 34 years' record $17\frac{3}{4}$
years record was arranged

leaving $16\frac{1}{4}$ years' record to be done.

21. The revenue & magisterial records
Mehapon Deputy } range from 1856-1876
Tahsildar's office } The records of 35 years
have been arranged but a good deal remains to be done.

22. Out of the 34 years' record of revenue and magisterial branches
Sompetta Deputy } ranging between
Tahsildar's office } years 1860-76, $20\frac{1}{4}$
years' record was already arranged & $13\frac{3}{4}$ years remain to be done.

23. The revenue records are for 22
Aska Deputy } years from 1855-76
Tahsildar's office } and magisterial records 21 years from 1856-76; the arrangement of the magisterial record has almost been completed. The revenue has been left untouched as yet; in the case of these four, Surada, Mehapon, Sompetta, & Aska, the arrangement of the records should be completed in four months.

The

24. The revenue records exist from 1836-1876 & magisterial records from 1858-76; $8\frac{1}{4}$ years' revenue record and the whole of the magisterial record were completed. The two extra Gumnastas already entertained should be retained for a further period of 6 months.

25. The records in the Salt and Sea Custom offices & those in the Sub Division are I presume generally satisfactory with few exceptions.

I have &c
(Sd) J. G. Horsfall
offg Collector
Gungam

The proposal contained in para 1 is submitted for the favourable consideration of Government.

2. The work of arrangement in this district appears to be

be proceeding systematically &
carefully.

(True copy & extract)

Chas. Michaux

Asst. Secretary

To

The Secretary to Government
with 4 orig. Encls to
be returned

Chas

Rs 6190

Sanction is granted for the retention of the extra establishments particularized in para 2 of the letter from the Collr of Ganjam, embodied in the foregoing Prop, at a total cost of Rs 1290.

To R. of Revenue 26.10.11
1. Acct. Genl. with L. Sec.

25. Oct. 11

Q. 11

Revenue Dept. 26.10.11

Copy to Mr. [unclear]

Proceedings of the Board of Revenue

Order 285 Dated 19th

Sept. 1903 [unclear]

File 4 [unclear] at

Ms. B. 25.10.11 No. 6190

Subm. letter from the Collr of Ganjam upon or the arrangement of the Budget & taking records & necessary confirmation of the [unclear] & the [unclear] [unclear]

With Acct.