M.R.O. 1—39,600—16-10-29.

MADRAS RECORD OFFICE.

Government of Madras.

Revenue **DEPARTMENT.**

G.O. No. 1552 Press Mis.

446-447

Dated 21st June 19 1869

Not to be folded or roughly handled

Proceedings of the Madras Government, Revenue Department,
21st June 1869.

No. 446. Read the following Proceedings of the Board of Revenue, dated 15th May 1869, No. 3,341:—

Read the following letters:—

From the Collector of Vizagapatam, to the Acting Secretary to the Board of Revenue, dated 10th March 1869, No. 129.

I HAVE the honor to acknowledge the receipt of the Board's Proceedings, No. 652, dated 1st February, and in reply to report on the state of the records in this district.

2. Up to 1864 the practice in this district was to paste in books all letters, arzis, etc., received, and to enter in sections all takids, etc., issued.

To Comsr.,	Northern Circars,	17th Nov. 1854.
From do.	do.	22nd Jan. 1855.
To do.	do.	15th June 1856.
From do.	do.	7th July ,,

3. These had accumulated to such an extent, that it was found necessary in 1856-57 to employ an additional establishment to discord the useless papers and to arrange those which were retained.

4. Again, in 1862, with the sanction of the Board of Revenue, the arrangement of the accumulations since 1856 was taken up. Of these there now remains

Board's Proceedings 12th November 1862.

but fifteen dufters to go through. The following are the heads under which the arrangement of the dufters is going on:—

1. Permanent Settlement Accounts.
2. Inamaty Accounts.
3. Land Revenue.
4. Salt.
5. Sea Customs.
6. Summary.
7. Arzis.
8. Accountant Department.
9. Cash Department.
10. Miscellaneous.

The only thing remaining to be done is to prepare Indices of all the papers. The present establishment consists of but two persons who cannot spare time for the work; a small additional establishment* for a period of six months is therefore necessary to prepare them.

* As per statement enclosed.

5. *English record.*—These are all in fair order. Papers received previous to 1864 have been filed in blank paste-board covers, and the letters, etc., sent have been entered in sections up to 1858.

6. Registers or Indices up to 1848 of letters received, and up to present date for letters sent, have been prepared.

7. In 1864, Mr. Carmichael published in this *District Gazette* a set of Rules for the preservation of records, which were approved of by the Board of Revenue, and adopted for all districts in Standing Order No. 321. Since then the records, both English and Native, are accordingly annually arranged.

ENCLOSURE No. 1.

Statement of Temporary Establishments proposed to be entertained in the District of Vizagapatam.

In what Department.	For what purpose.	Particulars of the establishment.	For what period.	Rate of pay per each per month.	Amount required.	Remarks.
1	2	3	4	5	6	7
Native Record Department.	For preparing Indices of the Vernacular record.	Two Vernacular Clerks.	Six months.	At Rupees 15 each.	Rupees 180.	

VIZAGAPATAM,
10*th March* 1869.

(Signed) J. I. MINCHIN,
Collector.

From the Collector of Vizagapatam, to the Acting Secretary to the Board of Revenue, dated 13th April 1869, No. 182.

REFERRING to Board's Memorandum, No. 323, of the 6th instant, I have the honor to state that the Indices proposed to be prepared are for years anterior to 1858.

SUBMITTED for the Orders of Government.

2. In the first letter above recorded, the Collector while reporting on the state of the records in his district, proposed the employment of two extra Clerks for six months at 15 Rupees each a month, or a total expenditure of Rupees 180, for the preparation of Indices to a portion of the Vernacular records, for the arrangement, etc., of which a temporary establishment at the same cost as now proposed was entertained in 1856, under the sanction of Government, dated 1st July 1856, No. 669.

3. The Collector was requested to state to what years the papers requiring to be indexed belonged; and from his reply above recorded, it appears that they appertain to years anterior to the issue of the Orders of Government, dated 29th July 1858, No. 1,061, prescribing the manner in which records were for the future to be arranged by the regular establishments in all the Huzoor and Talook Cutcherries.

4. The Board recommend that the Collector's application be complied with.

Proceedings of the Madras Government, Revenue Department,
21st June 1869.

No. 447. ORDER THEREON, 21st June 1869, No. 1,752.

Miscellaneous.

SANCTION is accordingly granted for the employment of two extra Clerks for six months at Rupees 15 (fifteen) each per mensem.

(True Extract.)

(Signed) R. A. DALYELL,
Acting Secretary to Government.

To the Board of Revenue.
„ the Accountant-General.

Exd. E. C. Shunker.

Revenue Department.

W. 1452

Proceedings of the Madras Government
Under date the 21 June 69

Read the following
Pro: of the Board of Revenue

Submitting report on the state of Records of the Vizagapatam Collector's office, and requesting sanction for employment of two Extra Clerks, for six months, for preparing indices to a portion of the Vernacular records.—

(R. & L. 15th May 1869 No: 334

No. 1091

Sanction is accordingly granted for the employment of two extra Clerks for six months at Rs: 15 (fifteen) each per mensem.—

14 B. of Rev. Do. 22
6 Acct. Genl. V.

W. H. Hall

31-21
24-19