

Revenue (1896) Department.

MISCELLANEOUS SERIES.

G.O., No. 4100-4101

DATED 13th October 1896

[Despatch Abstract.]

Sanctioning the retention till 31st August 1897
the temporary establishment as now revised, in the
Madras Dy. Collector's office and addressing the
Govt. of India in view to the continuance for another
year of the increase of pay of Rs 50 per mensem to
Mr. Douthett.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
C. No	7326/86						
No 4203	Riv		26-10-16.				
Ch. 34	88 75						
G.O. 2221	Riv		3-5-87				

Revenue (1896) Department.

CURRENT No. 6236



From

The Board of Revenue,
Land Revenue, Madras.

No. 3885 Mis.

Dated 25th August 1896.

Received 20-8-96

Registered 31-8-96

Enclosures 2

Spare copies

SUBJECT.

for the
Submitting sanction of Govt.
letter from the Collector of
Madras & recommending the re-
tention of certain temporary
record establishment in the Dy.
Collector's office, Madras, for

for another year & requesting
the Collector to forward propo-
sition statement for submission
to Govt.

Order

BACK PAPERS.

G.O.	No.	Department.	Date.
3214			
11-8-96			

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Madras Deputy Collector's Office, 30

Memorandum.

31 JUL. 96

In Continuation of my memorandum the 7th December last reporting on the work done at the Special Record Establishment in the Deputy Collector's Office for the 3 months ending 30th April 1895, I beg now to submit a further report on the progress since that date up to the 1st of June 1896.

2. The period for which the Special Record Establishment was sanctioned by the Board of Revenue in para 4 of its Proceedings dated 5th April No. 1740, will expire at the end of next month. As a considerable portion of the work proposed to be dealt with still remains unfinished, the sanction of the Establishment for a longer period should be sanctioned will be necessary.

3. As regards the work done, I beg to state that of the 34 items specified in my memo of the 28th February embodied in my memo of the 28th February in G.O. 7th August '95 No. 523, R.D., have been completed. The work remaining reduced to 5 important to exhibit

30 which are in hand and will be completed the course of a month.

Before stating my views as to the establishment that will be necessary to complete items, I beg to report categorically the work made under each item.

no 1 (English Correspondence) is the next item remaining to be completed. It consists (1) the listing of papers for destruction indexing and putting away in bundles to be retained for reference (2) the numbering pages and of the letters in the 136 volumes and in para 3 of my memo quoted above (4) the indexing of the papers copied in volumes and of those put up in bundles after 1858 when they ceased to be copied in the volumes (vide para 3 of my memo dated January 1895). As far as progress has been made the several subdivisions of this item, and my apprehensions as to the difficulties would be encountered by the Establishment to the state of the records, have been realised, as explained below. The work of papers for destruction has been brought to the year 1844, and as anticipated by a major portion of the papers in each year's list has had to be selected for destruction. There have been such

to the Collector for his approval. The preparation of these lists engages the time of 2 clerks after the selection has been made by the Head clerk. In this particular branch of work, it will be observed that there are more than 50 years papers to be examined. To the character of the papers composing the old Correspondence of the Deputy Collector's office, I expect that the destruction lists will decrease in bulk till the current correspondence is reached, or until the year 1890. The work of sorting and arranging has being entailed much labour owing to the confusion in which the old records were found; and many of the returns, registers and even the papers which fell under examination found written in Tamil, the work required of 1812 to Special Establishment was therefore some ready difficult and there still remains a lot to the item (no 6) to be taken in hand.

The paging of the volumes and the numbering of the letters contained in them have advanced up to the 68th volume, or the year 1821. In the execution of work of so simple and mechanical a character as numbering some difficulties have been experienced, under these last circumstances which would not ordinarily be experienced in the execution of such work.

which have been numbered, it has been
 that there has been absolutely no attempt
 to copy letters into them in the order
 of dates. In consequence, the clerk who was
 charged with the duty of numbering has had
 to deal with 4 and even 5 volumes at the same
 time in order to pick out the letters belonging
 to a single year; for example, volumes 10 to 16
 contain the letters for the years 1807 to 1809
 promiscuously - This is only one instance
 of many. A task which should, in
 any circumstances, have proceeded rapidly,
 has been seriously impeded by the carelessness
 of writers who were employed in past years
 of these letters into the volumes.
 In addition to the above, it was also found
 that several letters which had been copied into
 one volume were recopied in subsequent ones,
 necessitating the tracing of the numbers now
 to the letters in the previous volumes and
 adding of a note against each of the second
 of the volume and page where the
 copies are to be found. There are some
 difficulties that have been met with
 the clerk doing the numbering of the
 - The work in this branch has in consequence
 only half way and there remain some
 more to be numbered.

The indexing has advanced up to the
 4. Since my last report the number
 which have been

of
 Indexer's perusal amounts to 8645, of which
 3350 have been indexed, the remaining, which
 exceed more than half the number of papers
 read, were not of sufficient importance to
 deserve a place in the index. Owing to the
 large number of papers that had thus to be
 eliminated, for which the Indexer cannot
 credit, it has been found impossible to work
 up even to the average shown in my last report.
 This department requires strengthening and
 therefore in my proposals for the reorganisation
 of the Establishment I have provided for a
 second Indexer. The Indexer now working
 could deal with the papers to be found in the
 remaining 68 volumes, and the second man,
 my proposal is sanctioned, would enter on
 indexing of the papers from 1868 to be found
 in bundles. The index up to the year 1812
 has been put in type and there are already
 indexes for 15 years ready to be sent to the
Item no 2 (Registration Department Petitions)
 The petitions in this department fall
 under 4 heads. viz. (1) applications for grants
 Certificates. (2) Objection petitions. (3) Ratification
 and (4) Miscellaneous. The petitions from
 to 1824 have been arranged under these
 heads of the first 4
 They to exhibit

by the papers previous to the year 1829,
year from which duplicate Certificates have
been retained, and to file the subsequent papers
to be found in this department along with
the duplicate Certificates (Item no 4) to
which they relate, a work which will
have to be delegated to some intelligent clerk
and one possessing a good knowledge of Tamil
as most of the documents are not in English.
In connection with this department, I am
informed by Mr. Chester, the Deputy Collector,
that there is a large almirah upstairs full
of registration records in great confusion, which
it is desirable should be arranged and sorted
as soon as possible, as they are constantly
needed for reference. This, of course, is work
beside the items enumerated in my list
dated on page 1 of L.O (R.D) 7 August
1865 No 523, but it will receive my attention
due course.

Item no. 4 (Duplications of certificates). These
certificates relate to the new form certificates
(- 1866) and to A Form Certificates from
to date. No fresh certificates were issued
between the years 1862 and 1866. Roughly
estimated these certificates will amount in the
total to about 38,000 not including
old certificates. A list of these has
been undertaken and the entries made
which have been advanced as

far as the year 1834 and has since been
suspended owing to the Collector's recent
order to file the petitions and other papers
relating to each certificate with it. This
will be carried out. Similarly and the
bound volume has been opened to show
as far as possible, a list of the records in
charge of the Record-keeper, and in this
volume has been entered, for the present,
the statements and registers relating to
Survey and Registration departments, maps
and plans &c &c. (1)

Item no 6 (Miscellaneous records in Tamil) This
has not been taken up as yet. It has not
been found possible to reach it hitherto, as
the Survey records, the Yoniah records, and
the arrangement of plans and maps for
engaged the time of the other available clerks.
Item no 28 (Land Acquisition Records). This
item has fully occupied the time given,
the arrangement of these papers was not
an easy task, as it was found that the
papers relating to each acquisition were
put up indiscriminately and not
according to the cases.

For convenience of reference, I beg to enclose

an arranged Casuar, an arrangement which, it is hoped, will greatly facilitate future reference. It is expected that the arrangement in hand will be concluded about the end of next month, or earlier, when the listing of the papers will be taken up. This will necessarily be a work of some months.

6. I beg to submit for sanction the following proposals involving a slight casting of the Establishment so as to provide an Extra Indexer without additional cost. The present Indexer on Rs 60 is a government pensioner drawing a pension equal to the pay of his appointment. His salary I propose to reduce to Rs 50. The salary of the clerk on Rs 50 may be reduced to Rs 45. I may add that the Deputy Collector whose permanent Establishment the cost is borne is of opinion that there will be no hardship in reducing his temporary pay to that his permanent pay is only Rs 35. The services of the Copyist on Rs 15 who has since been appointed to a permanent position on the same pay in the Collector's Office, may now be dispensed with without much inconvenience.

on Rs 10 and 2 on Rs 7 each which is borne with, as the

permit of a reduction in this branch of the Establishment.

The proposed change in the Establishment will yield a saving of Rs 54 per annum out of which I propose that an additional Indexer be entertained on Rs 40 leaving a balance of Rs 14 to the credit of Government. I beg accordingly to recommend the foregoing change for the early sanction of Government.

7. In regard to the continuance of this Establishment for a further period, I am of opinion that the work remaining to be done cannot be completed before the expiration of another year, for which period, I beg that sanction may be obtained.

8. The Government was pleased in G.O 31 January, 1896, No 437 Mis, to sanction the purchase of 6 almirahs and 6 Racks at an aggregate cost of Rs 720 for this Office, but as it is found that more are needed to accommodate the records now being put into order, I beg to recommend for sanction the purchase of 4 more articles of each kind at a total cost of Rs 480; with a few of the existing almirahs which seem serviceable will be sufficient to accommodate the entire records of the Deputy Collector's Office.

For convenience of reference, I beg to

X
almirahs Rs 70
Racks Rs 50

in tabular form the present and proposed establishments.

Present Scale		Proposed Scale	
Head Clerk	Rs 100	1 Head clerk	Rs 100
Indexer	Rs 60	1 Indexer	Rs 50
Clerk	Rs 50	1 Clerk	Rs 45
Do	Rs 30	1 Indexer	Rs 40
Do	Rs 25	1 Clerk	Rs 30
Do	Rs 25	1 Do	Rs 25
Copyist	Rs 20	1 Do	Rs 25
Do	Rs 15	1 Copyist	Rs 20
Attenders on Rs 10 each	Rs 20	1 Attender	Rs 10
Do on Rs 8 each	Rs 16	2 attenders on Rs 8 each	Rs 16
Do on Rs 7 each	Rs 28	2 Do on Rs 7 each	Rs 14
Total	Rs 389	Total	Rs 375

M D White
 Superintendent
 Spl. Record & Coll. Office

Present Scale		Proposed Scale	
Head Clerk	Rs 100	1 Head clerk	Rs 100
Indexer	Rs 60	1 Indexer	Rs 50
Clerk	Rs 50	1 Clerk	Rs 45
Do	Rs 30	1 Indexer	Rs 40
Do	Rs 25	1 Clerk	Rs 30
Do	Rs 25	1 Do	Rs 25
Copyist	Rs 20	1 Do	Rs 25
Do	Rs 15	1 Copyist	Rs 20
Attenders on Rs 10 each	Rs 20	1 Attender	Rs 10
Do on Rs 8 each	Rs 16	2 attenders on Rs 8 each	Rs 16
Do on Rs 7 each	Rs 28	2 Do on Rs 7 each	Rs 14
Total	Rs 389	Total	Rs 375

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Proceedings of the Board of Revenue
(Land Revenue)

No. 3885 Misc., dated 25th August 1896.

Read Endorsement of the Collector of Madras, Ref. No. 2614, dated 7th August 1896.

Resolution

Submitted to Government with reference to Government Order No. 830, dated 25th February 1896.

2. In the circumstances reported by Mr. Doutre in his memorandum dated 30th July 1896, the Board recommends the retention of the temporary establishment, as now revised, for another year (i.e.) up to 31st August 1897. It also recommends that the increase of pay of Rs. 50 per mensem, now allowed to Mr. Doutre for work done in the Deputy Collector's office, may be continued for the same period.

3. There is sufficient provision in the budget of the current year to meet the charge.

4. The Collector is requested to forward at an early date a proposition or submission to Government.

To be turned
to the Board
reply.

5. As regards the requisition for the almirahs, and record racks, the Collector is himself competent to sanction the purchase of such of the articles as do not exceed Rs. 100 in value (Vide Board's Proceedings No. 232, dated 26th June 1896). In case an additional allotment, is required an application should be submitted to the Board through the Accountant General.

(True Extract)

Ree

Ag. Secretary.

To

The Secretary to Government Revenue Department, with Collector's letter & memo in original to be returned.

The Collector of Madras.

Md. R. H.

Int. Dept
Revenue C. No. 6236

Nai

In para 4 of its Pres. on page 8 of G.O. No 523 Rev. of 7. August 1895 (forwarded to the G. of D. with Rev. Dept letter No. 524 of 7. August 1895) the entertainment of the Special Establishment for a longer period than one year appears to have been clearly contemplated. In the G. of D. letter recorded in G.O. No 3928 Rev. of 1st October 1895 no period is ~~now~~ specified and article 294 of the C. A. Code does not apparently apply. The case seems to fall under article 97 of the C. S. R. and the sanction of the Secy. of State should be obtained (thru the Govt. of India).

C.S.
30.9.96

Yes.
The work must be completed.

At 7.10.96

circulate in order.

At 7.10.96

Approved - I always thought this would be a big business
BR
6/10/96

address India accordingly

BR
5/10/96

At 7.10.96

NOTE FOR THE SECRETARY.

Please see the pencil
alterations in the draft
G.O. & letter to India.

C.D.

11/10/96.

Committed and signed,

11/10/96.

Cus 6236/P6.

Re: the retention of the temporary
establishment sanctioned for
arranging records in the Madras
Town Dy: Collector's Office, for
another year.

The Hon: Mr. Rose C. I. &

The Hon: Mr. Blin C. I. &

Recd
13/10

To

The Hon: the Chief Secy, Fin. Dept
for favour of Counter-voucher

C 3/10

Head C. No. 6236 of 96.

Order: N^o 41009/13 October 1896.

The retention for another year of the temporary record establishment in the Madras Deputy Collector's Office as now revised is sanctioned as recommended by the Board of Revenue. The proposition statement, called for in para. 4 of the Board's Proceedings is awaited.

2. The Board's proposal that the increase of pay of Rs 50/- per annum, now allowed to Mr. Dautre for work done in the D^y Collector's Office may also be continued for another year is approved and Application will be made to the Govt. of India ^{in view of} for the necessary sanction of the Govt. of India.

3. Every endeavour should be made to bring the work to completion within the sanctioned period.

W. G. S. 6.

To
Des-19-10
Sir,

The Secretary to the Gov^t of India,
Rev^d, & Agri. Dept^t.

Adverting to the cor-
respondence ending with the
Under-Secretary Mr. Sby's letter
No. $\frac{3364}{328-4}$ d. 30th Nov^r. 1895, I
am directed to state that it
has been found necessary
to retain the Temporary esta-
blishment sanctioned for
arranging the records of the
Madras Town D^y Collector's
Office for another year, i.e.,
up to 31st Aug: '97, and that
Mr. Dombre, the Officer se-
lected

To
Des-19-10

The Board of Revenue, Land Rev.
" Accountant-General.
" Financial Dept^t.

(Send a copy of this order
to the Financial Dept^t when
the Prop^o is received.)

44

lected to supervise the work
of the establishment has
also to continue on that duty
for the same period. I am
with reference to Art. 97 of the L.S.R.
Accordingly to request that the
sanction of the Government of
India may be obtained for
the continuance to him during
the said period, of the in-
creased rate of pay at Rs 300/-
per mensem, which he has been
allowed to draw under the
sanction conveyed in the Gov^t
of India letter No. $\frac{2699}{328-2}$ d. 19th
Sept. 1895

Aug. 26

Note: Mr. Dombre's memo-
randum gives a full statement
of what yet remains to be done
and there is no doubt that the
retention of the establishment
for

for another year is necessary.
2. Mr. Dautre also proposes to revise the staff as noted below:-

Present Scale	Proposed Scale
1 Head clerk - pay Rs 100.	1 H ^d Clerk, pay Rs 100
1 Indexer - - - 60	1 Indexer, - - 50
1 clerk - - - 50	1 Clerk - - 45
1 do - - - 30	1 Indexer - 40
1 do - - - 25	1 Clerk - 30
1 do - - - 25	
1 Copyist - 20	1 do - 25
1 do - 15	1 do - 25
2 attenders on Rs 10 each - 20	1 Copyist - 20
2 do on Rs 8 each - 16	1 Attender - 10
4 do on Rs 7 each - 28.	2 attenders on Rs 8 1/2 each - 16
<u>Rs 389</u>	2 do. on Rs 7 each - 14
	<u>Rs 375</u>

Net decrease - Rs 14 per annum.

3. As regards the increased rate of pay allowed to Mr. Dautre, the Gov^t of India did not specify the period during which alone he should be allowed to draw the increased rate, and in the proposition statement submitted to Gov^t, thro' the Accountant-General, no fixed period during which the increased salary should be allowed, was noted. Please see statement attached

It seems to me that Mr. Dautre is an ^{vide} ~~under~~ article 94 of the C. I. R.)
Under Article 97. his retention on this special duty is more than 12 months will end the sanction of the Secretary of State.

W. S. S. S.

Finance
Stirred with G. O. 188 R^d 15
Feb. 1896. As, however, the sanction should be held to hold good only for the period during which the temporary establishment in the D^y collector's Office was ^{first} sanctioned, ^{namely for one year} the sanction of India is, it is thought necessary for the continuance of the increased rate of pay for another year - vide Art. 2 of the ^{civil} Account Code Vol. I.

25/9/96-

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N.B.—
A = Copy in full.
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