Revenue (189/) Department.

MISCELLANEOUS SERIES.

G.O., No. 2539

DATED 18th May 1897

[Despatch Abstract.]

Stating that applications for the supply of typewriters should invariably be accompanied by proposals for the reduction of copyist-establishment & returning certain applications to the Board of Revenue with reference to the above ruling

BACK PAPERS.

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

FURTHER PAPERS.

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

Revenue (189 7) Department.

CURRENT No. 3112

GOVERNMENT OF MADRAS
19 APR 97
NEWS PAPER BRANCH

The Hon. Mr Grose C.S.I.

Hon. Mr Bliss C.I.E.

Mr Fmd Dept
Please circ. to Hon. Mr. Bliss C.I.E.

From Cmb 15/5/97 — LD 3/5/97

The Board of Revenue, Land Revenue, Madras.

Order Mis 8/5/97

The supply of a typewriter for the use of the Deputy Collector's office, Madras, is sanctioned. The necessary instructions to the Superintendent of Stationery will issue in the Financial Dept.

LD 3/5/97

8/5/97.

1-5-97 This seems a letter for an expensive typewriting for a Dy. Coll's office

LD

To the Fmd Dept
" " Bd. of Rev (L-R.)

LR. 29/4/97

Cir 8/5/97.

The Hon. the Chief Secy for favor of countersignature.

No. 1515 Routine.

Dated 7th April 1897.

Received 9—4—97

Registered 10—4—97

Enclosures

Spare copies

SUBJECT.

Submitting for the sanction of Govt. letter from the Collector of Madras & recommending the supply of a typewriter for the use of the Deputy Collector and requesting the Collector to state whether any reduction of establishment will be rendered feasible by the supply of a machine.

11/4/97 Mr Grose leave Cone. [illegible]

further than is desirable in regard to the supply of type writers. They are extremely expensive and unless their supply is accompanied by a reduction in the Establishment, which I believe to be perfectly feasible, but which has generally so far, not been made, their supply is always added to establishment. I think this addition is reasonable when the result of their use is to save time and the eyes of highly placed officials, most of whom are overworked. But I do not think they should be allowed in subordinate offices which do not correspond directly with the Head office, unless there is a previous understanding as to the reduction of Establishment to be made possible by their use. I would therefore lay down a rule that all applications for the supply of typewriters must be accompanied by proposals for reduction of Establishment, and to allow time for the copyists to get quite used to them, might be allowed to take effect at the end of 3 months, or a year. This rule should be applied in the meantime.

BACK PAPERS.

G.O.	No.	Department.	Date.
—	1020	Rev	20-2-97
Ord	50	—	5)
Misc	1323		6)-5 6 ÷ 2
Ro-	408	Revenue	25-1-97

FURTHER PAPERS.

G.O.	No.	Department.	Date.

I think there would be a good rule & this application may be disposed of accordingly but as the Sec. Collr of Madras says, he can in exceptional cases in many of his letters. Old the type writer

× R.O. 1020 / 20-2-97

Hon. Mr. Forrester

Ord. issued the draft do 8/5/97

10/5/97

3,000
10-12-96.

REVENUE BOARD OFFICE. MADRAS.

Proceedings of the Board of Revenue

(Land Revenue)

No.1313 Misc.,dated 7th April 1897.

Read Endorsement of the Collector of Madras,Ref.No. 634,dated 22nd March 1897.

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Resolution

Submitted to Government with the Board's recommendation that sanction may be accorded for the supply to the Deputy Collector,Madras ofatype writer of any pattern that may be approved with reference to para 2 of Government Order,No.110, Financial,dated 5th February 1897.

2. The Collector is requested to state whether any reduction of establishment will be rendered feasible by the supply of a machine.It will be seen from Government Memo No.1323,dated 6th July 1896 that Government expects the No. of copyists to be eventually reduced by at least one third in all offices possessing typewriters.

(True Extract)

Secretary.

To

The Secretary to Govt.R.D.,with Collector's letter in original to be returned.

The Collector of Madras,with a copy of Q.M.No.1323,d/ 6-7-96.

Md.R.H.

Revenue (189 7) Department.

CURRENT No. 3633

GOVERNMENT OF MADRAS
13 MAY 97
REVENUE DEPARTMENT

From

The Board of Revenue, Land Revenue, Madras.

Order

No. 1529 Misc

Dated 27th April 1897.

Received 3.5.97

Registered 4.5.97

Enclosures 1

Spare copies

SUBJECT.

Submitting for the sanction of Govt. letter from the Collector of Kistna & recommending supply of a type-writer for the use of the Collector & informing the Collector of South Arcot that the Board will be prepared to recommend the supply of a type-writing machine to him if he can secure the services of a type-writing copyist.

BACK PAPERS.

G.O.	No.	Department.	Date.
	1020	Jud.	28-2-97
	402	Jud.	25-1-97

FURTHER PAPERS.

G.O.	No.	Department.	Date.

Office
of the
Collector & Magistrate,
Masulipatam,
Kistna District.
4th April '97.

Ref.No.2245/ver of '97.

From

J.N.Atkinson,Esquire,Collector,
Kistna District.

To

The Secretary to the Commissioners
of Land Revenue,
M a d r a s.

Sir,

I have the honor to request that you will obtain the Board's sanction for the supply of a type-writing machine to my office,as it will materially facilitate the despatch of fair copying work in my office.There are 3 fair copyists in the Vernacular Branch and one in the English Branch of my office,nevertheless the fair copying work therein is so heavy that it is not got through with the expedition I desire.A Rs.30 appointment will be found for the clerk who will be placed in charge of the machine.

I have the honor to be
Sir,
Your most obedient servant
/signed/ J.N.Atkinson
Collector.

/True Copy/

Secretary.

Md.R.H.

3,000
10-12-96.

REVENUE BOARD OFFICE MADRAS

Proceedings of the Board of Revenue

(Land Revenue)

No.1529 Misc.,dated 27th April 1897.

Read letter from J.N.Atkinson,Esquire,Collector of Kistna,to the Secretary to the Commissioners of Land Revenue Madras,Ref.No.2245/ver of 1897,dated 4th April 1897.

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Resolution

Submitted to Government with the Board's recommendation that sanction may be accorded for the supply to the Collector of a type writer of any pattern that may be approved with reference to para 2 of Government Order No.110 Financial,dated 5th February 1897.

2. The Collector is requested to state whether any reduction of establishment will be rendered feasible by the supply of a machine.It will be seen from Government Memo: No.1323,dated 6th July 1896,that Government expects the No. of copyists to be eventually reduced by at least one third in all offices possessing type-writers.

3. In supersession of Board's Proceedings No. 3897,dated 25th August 1896,the Collector of South Arcot will be informed that the Board will be prepared to recommend the supply of a type-writing machine to his office provided he can secure the services of a type-writing copyist.

(True Extract)

Secretary.

To

The Secretary to Govt.R.D, with copy of Kistna Collector's letter
The Collector of Kistna,with copy of Memo:
The Collector of S.Arcot,with copy of Memo: & with copy of Kistna Coll's letter

Md.R.H.

Revenue (1897) Department.

CURRENT No. 3965

GOVERNMENT OF MADRAS
11 MAY 97
REGISTRY

From The Board of Revenue
(Land Revenue)

Order

No. 1886. Mis:

Dated 7th May 1897.
Received 11.5.97
Registered 12.5.97
Enclosures 1
Spare copies

SUBJECT.

Submitting to Government in continuation of B.P. No. 1313 dated 7.4.97 letter from the Collector of Madura reporting that it would not be possible to dispense with any clerk by the supply of a type-writing machine for the use of the Deputy Collector's office.

Exam. 12/5

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

2,000
28-1-97.

REVENUE BOARD OFFICE. MADRAS.

Proceedings of the Board of Revenue

(Land Revenue),

Dated 7th May 1897.

No. 1666. Miscellaneous.

READ Endorsement of the Collector of Madras, Ref: No. 345/G4B, dated 30th April 1897, on that of the Deputy Collector of Madras, Ref. 768/C, dated 23rd April 1897.

Resolution:-

Submitted to Government in continuation of Board's Proceedings — 1313 mis. 7.4.97

2. The Board agrees with the Collector and his Deputy.

(True Extract)

To
The Secretary to Govt. &c.,
R.D., with Colln's letter in original to be returned.

Secretary.

4 Chs Feb

Read etc^os 3112, 3633, & 3965 ^ptr
E.D. mis. No: 2539 D/18th May 1897.

The Govt considers that all applications for the supply of typewriters should invariably be accompanied by proposals for reduction of copyist establishments, ~~which might, however,~~ take effect three months after the supply of the machines so that time may be allowed to the copyists to get ~~themselves~~ accustomed to their use ~~of them~~.

2. The applications received with the P^os read above will be returned to the Board of Revenue with the foregoing remarks.

11/5/97.

From orders.

P.T.O.

14 May 97

Ltr. 18-5-97

To the Board & Ch. with Encl.
Copy to the Board S.R. P^os.
- - - F.D./
Sec. 21-5-97

Note

Please see C.P. 3965/97 which has now been received. In reply to the Board's enquiry whether any reduction of establishment will be rendered feasible by the supply of a machine, the Deputy Collector of Madras reports that in applying for a typewriter he had in view the saving of expense to Govt; he remarks - "The correspondence of my office is constantly on the increase and instead of applying for additional clerical aid I thought it better to ask for a typewriter, so that a clerk might be enabled to turn out more fair copies by it than by hand. If I find this expectation fulfilled, I shall later on ask for one or more additional instruments and in that case some slight reduction of staff might be made". In other words the Deputy Collector seems to say that his not applying for an additional clerk, along with his application for a type-writer, is in itself a saving of expense to Govt. It is presumed that this will not be accepted as a sufficient ground for sanctioning the supply of a type-writer without a reduction of establishment.

C.P. 3112/97

C.P. 3633/97 ~~is a~~ relates to an application from the Collector of Kistna for supply of a typewriter for the use of his office. It is proposed to return this also to the Board, with reference to the instructions now issued by the Hon. members & is accordingly read in the draft G.O.

C.R. 14 May 97

11/5/97

When given for copying _____
When copied _____
When examined _____ } 189
When signed _____

READ AGAIN G.O., No. 189 , DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT	A	A	A	A	A	A	A
LETTER OF GOVERNMENT. ..							
STATEMENT .. .. DITTO.							
PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.							

N.B.—
A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only