9. 5,000—6-3-98.

Revenue (1899) Department.

MISCELLANEOUS SERIES.

G.O., No. 303

DATED 19th January 99

[Despatch Abstract.]

Communicating to the Heads of Dept under the Rev. Secretariat, G.O. Financial, approving the proposal of the Supdt of Stationery that 25 per cent of the wax cloth required by the Stationery office should be obtained from Calcutta for issue chiefly to Telegraph and Survey departments and drawing the attention of all officers to the remarks of the Superintendent in regard to want of care in the consumption of wax cloth and the submission of supplemental indents.

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 (1899) Dept.

Government (1899) of Madras.

FINANCIAL.

Current No. 320

SECT. REV. DEPT. 1899

Recd. 14th January } 1899. Enclosures

Regd. 18th " " Spare copies

G.O., No. 27, 4th January 1899.

G.O. Press No. 303 Dt. 19th Jan. 1899. Communicated to the Heads of Depts. under the Revenue Secretariat.

19-1-99

JANUARY.

Stationery.

To The Heads of Depts. under the Govt. Dis. 23-1-99

Approving the proposal of the Superintendent of Stationery that 25 per cent. of the wax cloth required by the Stationery Office should be obtained from Calcutta for issue chiefly to the Telegraph and Survey departments, and drawing the attention of all officers to the remarks of the Superintendent in regard to want of care in the consumption of wax cloth and the submission of supplemental indents.

Copies to Cash Keeper & Store Keeper vide paras 5, 6 & 7 of the Supdt's letter, para 2 of the Fin: G.O.

Recd. 17/1/99 Regd. 17/1/99 Issued 23/1/99

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

Read—again the following paper:—

G.O., No. 892, Financial, dated 18th October 1898.

Abstract.—Reviewing the Administration Report of the Stationery department for 1897-98.

Read—also the following paper:—

From J. N. ATKINSON, Esq., I.C.S., Superintendent of Stationery, to the Chief Secretary to Government, dated Madras, 6th December 1898, Dis. No. 825.

With reference to paragraph 11 of G.O., No. 892, Financial, dated 18th October 1898, I have the honour to report that I have had no further complaints regarding the wax cloth manufactured by the Jail department from which it may be inferred that there has been an improvement in it.

2. As the result of a further representation made by me lately to the Inspector-General of Prisons that officer has instructed the Superintendent of Prisons to make every endeavour to improve the quality of the wax cloth supplied to this department, and, if possible, to reduce the price of it from next year as the materials to meet the orders in hand have already been purchased.

3. In August last, Messrs. J. N. Bannerjee & Co., Calcutta, submitted a sample of their white wax cloth valued at As. 3–2 per yard. The cloth to all outward appearance seemed superior in quality to that obtained locally, but on closer examination it was found to stand no strain whatever. The jail make is somewhat clumsy but it is strong and stands the rough handling to which packets are subjected in the post. It, however, deteriorates by being kept, as it seems natural it should. I am therefore instructing the Superintendent of Prisons not to deliver the full quantity required for the indents of 1899–1900 at one time but in instalments and I shall make issues accordingly. This will ensure the cloth being used when fairly fresh and in the best of condition.

4. The white wax cloth hitherto obtained from the India Trading Company, Calcutta, is similar in most respects to the wax cloth received from Messrs. Bannerjee & Co. referred to above and costs As. 3–6 per yard. It was generally issued to the Survey and Telegraph departments. Though it is decidedly inferior in strength to the jail cloth it is cheaper by As. 2–6 a yard. Until therefore the quality of the jail cloth is improved and its price reduced as promised by the Inspector-General of Prisons, I would propose that 25 per cent. of the quantity of wax cloth required by this department may be obtained from Calcutta for issue chiefly to the Telegraph and Survey departments from which no complaints have been received regarding it.

5. There would be a considerable saving in this item, if officers would take steps to ensure that wax cloth is used again when still serviceable instead of being wasted by peons lighting fires with it or improvising umbrella covers and other similar contrivances with it.

6. In reference to the subject of supplemental indents I have the honour to report that on the 15th October last I issued a notification in the *Fort St. George Gazette* to the effect that all heads of departments and other officers should submit their indents for stationery on the prescribed dates and avoid supplemental indents as far as possible. Between the months of August and October last, supplemental indents received from the undermentioned officers were objected to for want of sufficient explanation for the demand and were complied with only on receipt of satisfactory explanation from them:—

(1) Sub-Judge, Kumbakónam.
(2) Surgeon-General with the Government of Madras.
(3) Officer Commanding Royal Artillery, Madras Defences, Fort St. George.
(4) Chief Commissariat Officer, Rangoon.
(5) Agent for Government Consignments.
(6) Treasury Deputy Collector, Bellary.
(7) Executive Engineer, Tanjore.
(8) Superintending Engineer, Madras Command, Military Works.
(9) Collector of South Canara.
(10) District Forest-officer, South Coimbatore.
(11) Treasury Deputy Collector, Cuddapah.
(12) " " Vizagapatam.
(13) Superintendent, Gun Carriage Factory.
(14) Treasury Deputy Collector, Nilgiris.
(15) Collector of Cuddapah.
(16) District Judge, North Arcot.
(17) Chief Commissariat Officer, Belgaum.
(18) General Superintendent, Public Works Workshops, Madras.
(19) Director of Public Instruction.

7. Recent events have confirmed my suspicion that these supplemental indents are largely due to stationery being taken into use before the period for which it is intended. I have recently received several applications for the early issue of articles due on indents for 1899–1900 as the stock issued for 1898–99 has been exhausted. One of these was forwarded by the Board of Revenue for compliance. It is quite impossible to regulate and control the supply of stationery as long as such irregularities are permitted. I would invite the attention of Government to my notification published at page 1382, Part II, of the *Fort St. George Gazette*, of the 25th October 1898. I fear that such notifications by heads of departments do not receive the attention that they should.

8. I herewith append a statement showing the principal items in which there was a marked increase under drawing and mathematical instruments referred to in paragraph 6 of the Government order quoted above. The increase is due to the large issues in 1896–97 under items Nos. 1 to 8, which raised the figures of 1897–98 as they are based on the average of two years taken from the actuals of the past three years, and also to items Nos. 9 to 15 being indented for for the first time in 1897–98 by the Survey department.

Enclosure.

Statement showing the quantity of the more important Drawing and Mathematical Instruments received in 1897–98 as compared with that of 1896–97.

	1896–97.			1897–98.		
	Quantity.	Value.		Quantity.	Value.	
		Rs. A. P.			Rs. A. P.	
1. Mathematical Instrument, first-class ..	Nos. 22 ..	1,938 5 7		Nos. 30 ..	2,460 14 6	
2. Do. second-class ..	.. ..	..		,, 30 ..	1,464 13 3	
3. Pens, drawing steel, ivory handled	Nos. 200 ..	262 3 7		,, 400 ..	488 4 5	
4. Tape, measuring 50 feet long	,, 100 ..	454 8 4		,, 500 ..	2,115 13 10	
5. Patent glass plates, 16″ × 16″	,, 100 ..	732 3 5		,, 500 ..	2,651 4 1	
6. Do. do. 14″ × 11″	,, 300 ..			,, 1000 ..		
7. Callodian Thomas	Bottles 800 ..	3,251 8 11		Bottles 1000 ..	3,723 1 9	
8. Iodizer	,, 800 ..	1,136 4 9		,, 1000 ..	1,269 8 3	
9. Compasses, prismatic, with stand	..	..		Nos. 25 ..	1,708 15 5	
10. Zinc plates	..	..		,, 120 ..	4,921 13 3	
11. Acide, Nitre	..	..		lb. 400 ..	127 7 0	
12. Ammonia, Citrate of iron	..	..		,, 120 ..	156 3 11	
13. Caustic Potash	..	..		,, 40 ..	36 7 3	
14. Turpentine	..	..		Gallons 100 ..	150 8 9	
15. Crystal Varnish	..	..		Pints 50 ..	115 15 5	
Total ..		7,775 2 7			21,391 3 1	

Order—No. 27, Financial, dated 4th January 1899.

The Government approves of the proposal in paragraph 4 of the letter from the Superintendent of Stationery read above, viz., that 25 per cent. of the wax cloth required by the Stationery Office should be obtained from Calcutta for issue chiefly to the Telegraph and Survey departments.

2. The attention of all officers will be drawn to the remarks in paragraph 5 of the Superintendent's letter in regard to want of care in the consumption of wax cloth, and to paragraphs 6 and 7 which relate to the question of supplemental indents. The Government trusts that the latter question will receive the personal attention of all officers.

(True Extract.)

A Edgington
for *Chief Secretary.*

To all departments of the Secretariat. (Revenue)
„ the Accountant-General.
„ the Superintendent of Stationery.
„ the Postmaster-General.

Exd. P. Seetharam.

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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 with ditto.								
Papers not filed up, being meant for despatch in original.								

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