3.000—5-3-98.

Revenue (1898) Department.

MISCELLANEOUS SERIES.

G.O., No. 4425

DATED 14th November 98

[Despatch Abstract.]

Communicating to head of Dept under the Rev Sec with remarks, &c Final directing that in all the larger Govt offices in which Typewriting machines are used, there shall be a separate section composed of typists and stating that further orders in regard to the qualification of typewriting clerks will issue in the Genl Dept

Rev. Dept.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	2023/98						

Government {1898} of Madras.

FINANCIAL.

Current Number
7160.

Recd. 19.10. } 1898. *Enclosures*
Regd. 20.10. } *Spare copies*

G.O., No. 863, 10th October 1898.

OCTOBER.

Endorsement (ans)
Communicated to the heads of departments under the Revenue Secretariat.
2. The Board of Revenue will take the necessary action with reference to para 1 of the order.

5.x.1898

No. Cfiles
6 The heads of depts under the Rev Secretariat
4.XI.98
Dtd. 16-11-98

Type-writing machines.

Directing that in all the larger Government offices in which — are used, there shall be a separate section composed of typists, stating that the patterns of type-workers supplied to public offices will be restricted to the No. 4 Yost and to the latest pattern of the Remington, requesting the Inspector-General of Registration to make further efforts to introduce type-writing into his office, and stating that further orders in regard to the qualifications of type-writing clerks will issue in the Educational Department.

No. 4425 dtd 14 Nov 1898.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—again the following papers:—

G.O., No. 110, Financial, dated 5th February 1897.

ABSTRACT.—Communicating to the departments of the Secretariat and to certain heads of departments a resolution of the Government of India directing that type-writers should in future be obtained through the Stationery Office instead of by indent on the India Office; and requesting the Superintendent of Stationery to submit his recommendation as to the pattern which should be approved for general supply.

G.O., R. No. 525, Financial, dated 26th April 1897.

G.O., No. 446, Financial, dated 4th June 1897.

ABSTRACT.—Communicating to the departments of the Secretariat and to all heads of departments under the Chief Secretary the ruling of the Revenue Department that all applications for the supply of type-writers should invariably be accompanied by proposals for reduction of copyist establishments.

G.O., No. 495, Financial, dated 25th June 1897.

ABSTRACT.—Informing the Superintendent of Stationery that, before arriving at a decision on the question of the best type-writer for adoption, the Government desires him to place himself in communication with the principal firms in Madras which use type-writers and to report the result of his inquiries.

G.O., R. Nos. 672, 673, Financial, dated 13th June 1898.

Memorandum No. 1291, Financial, dated 20th June 1898.

ABSTRACT.—Calling upon departments to report the savings effected in copyist establishment by the introduction of type-writing machines.

G.O., No. 627, Financial, dated 18th July 1898.

ABSTRACT.—Communicating to the Superintendent of Stationery letters from the Government of Bombay and Mr. Hurley, General Manager, Remington type-writer, London, regarding type-writing machines, with the remark that the decision as to the particular pattern of type-writing machine to be adopted for general supply to public offices in this Presidency will be deferred, pending the receipt of a further communication from the Government of Bombay; and referring Mr. Hurley to the Superintendent of Stationery with reference to his request to select the Remington type-writer for Government work.

READ—also the following paper:—

File of replies to memorandum No. 1291, Financial, dated 20th June 1898.

ORDER—No. 863, Financial, dated 10th October 1898.

The Government directs that in all the larger Government offices in which type-writing machines are used, there shall be a separate section composed of typists. The necessary orders on this point will issue in the respective departments of the Secretariat.

2. In future the patterns of type-writers supplied to public offices will be restricted to the No. 4 Yost and to the latest pattern of the Remington.

3. With reference to his report the Inspector-General of Registration will be requested to make further efforts to introduce type-writing into his office.

4. Further orders in regard to the qualifications of type-writing clerks will issue in the Educational Department.

(True Extract.)

for *Chief Secretary.*

To all Departments of the Secretariat. (Rev)
„ the Educational Department.
„ the Accountant-General.
„ the Superintendent of Stationery.
„ the Inspector-General of Registration.

Exd. A. F. Feclesion.

D 1,000—8-4-97.

REVENUE DEPARTMENT.

No. 7160 of 98.

From The Financial Department

Dated 10th October 1898.

FOR ORDERS.

In passing orders regarding type-writing machines, the Financial Department directs that in all the larger Government offices in which these machines are used there shall be a separate section composed of typists and that the necessary orders should issue in the respective departments of the Secretariat. In the Revenue Secretariat a separate staff of typists has been organised vide G.O. 408 of 25.1.97. Type-writers have been supplied to the several Departments of the Board (and also to certain Collectors) Of the remaining heads of departments under the Revenue Secretariat, the Survey Department may be left out of account as its reorganization is under consideration. The small establishments under the Inam Commissioner and the

G.O. 414 of 27.7.98. B

D 1,000—8-4-97.

REVENUE DEPARTMENT.

No. 7160 of 98.

From The Financial Department

Dated 10th October 1898.

FOR ORDERS.

In passing orders regarding type-writing machines, the Financial Department directs that in all the larger Government offices in which these machines are used there shall be a separate section composed of typists and that the necessary orders should issue in the respective departments of the Secretariat. In the Revenue Secretariat a separate staff of typists has been organised vide G.O. 408 of 25.1.97. Type-writers have been supplied to the several Departments of the Board (and also to certain Collectors) Of the remaining heads of departments under the Revenue Secretariat, the Survey Department may be left out of account as its reorganization is under consideration. The small establishments under the Inam Commissioner and the

G.O. 414 of 27.7.98. B

Director of Cinchona Plantations may also be left out of account.

I submitted therefore that it will be sufficient if the order is communicated to all heads of departments for information and the Board directed to take the necessary action with reference to para 1. Please see the draft order put up on the docket for approval.

C.P.R. 4/11/98.

Secy 5/11/98

S/B. 6/11/98

FOR ORDERS.

O

When given for copying ____
When copied ____
When examined ____
When signed ____
} 189 .

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

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.								

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