

### 3.1 Access to Records:

The building consists of 9 Stacks for records storage.

#### **RECORDS PRESERVED IN STACKS**

There are Almirahs under lock and key system for keeping the Deeds of Mortgage, documents of Cooperative Societies, Agreements and Bonds in which State Government bodies are signatories. Tamil Nadu Archives, on requisition from the Government i.e., the Departments in the Secretariat, search and supply records for the administrative references. The records sent for references are recalled and preserved. Copies of public records are issued to the public who apply under Right to Information Act(RTI) observing rules in force.

#### **INTERIM REPOSITORY RECORDS IN STACKS.**

The Government Departments in the Secretariat often require the records of near past for their administrative references. As only records more than 30 years only were stored in the Archives, from the year 1987, an interim repository was created in stack 2 and 5 where all the 30 years old records (mostly Government Orders) were separated and preserved, in order to store records less than 30 years.

*Stack wise storage of records from various sources in Stack 1 to Stack 9 are as follows:*

#### **STACK-1**

Petition Department	1857	1882
Military Department	1857	1895
Petition (Endt.) Department	1876	1885
Political Department	1857	1936
Ecclesiastical Department	1857	1936
Medical Department	1916	1920
Home (Miscellaneous) Department	1916	1921
Revenue (Special War) Department	1919	1920
Public (R.D.P) Department	1957	1959
Rural Development and Local Administration	1959	1960
Public Department	1857	1987
Education Department	1861	1987
Electronic, Science and Technology	1985	1989
Health Department	1916	1920
Public Health Department	1921	1980
Health and Family Welfare Department	1981	1987
Personnel and Administrative Reforms	1976	1987
Information and Technology	1981	1987
Indian Medicine and Homeopathy	1984	1987
Tamil Development and Culture	1984	1987

Fort St. George Gazette	1832	1969
Tamil Nadu Government Gazette	1970	2020
TNPSC Bulletin	1974	2020
Government of India Gazette	1864	1987

#### **INTERIM REPOSITORY -1 (STACK - 2)**

	<b>From</b>	<b>To</b>
Public Department	1988	2015
Education Department	1988	1996
Electronic, Science & Technology (E.S & T)	1985	1989
Higher Education Department	1997	2015
School Education Department	1997	2015
Health and Family Welfare Department	1988	2015
Personnel and Administrative Reforms Department	1988	2015
Information & Tourism Department	1988	2000
Tamil Development Culture Department	1988	2014
Information and Technology Department	2000	2010
Tamil Development, Religious Endowment and Information	2003	2012
Tourism, Tamil Culture and Religious Endowment	2013	2015
Youth Welfare & Sport Development	2000	2014
Special Programme Implementation (SPI)	2011	2014

#### **INTERIM REPOSITORY -2 (STACK - 2)**

	<b>From</b>	<b>To</b>
Home Department	1988	2015
Finance Department	1988	2015
Transport Department	1988	2014
Social Welfare Department / SW & NMP	1988	2015
B.C., & M.B.C., Welfare Department	1988	2013
AD & TW Welfare Department	1988	2013
Law Department	1988	2015
Prohibition and Excise Department	1988	2015
Planning and Development Department	1988	2013

#### **STACK - 3**

<b>Finance Department</b>	1857	1987
Finance (Pension) Department	1857	1942
Finance (Code) Department	1926	1927
Finance (Book) Department	1901	1906
Judicial Department	1857 1926	1922 1828
Judicial (Police) Department	1923	1925
Judicial (Magisterial) Department	1923	1924
Public (Police) Department	1929	1936
Law (General) Department	1921	1936
Home Department	1936	1987
Home (Passport) Department	1946	1971

Legislative Department	1862	1936
Legal Department	1936	1953
Law Department	1953	1987
Legislative Council (President's Orders)	1921	1936
Transport Department	1971	1987
Social Welfare Department	1968	1987
Prohibition and Excise Department	1971	1987
Planning and Development Department	1981	1987
Institutional Finance Department	1983	1986

#### **STACK - 4**

Revenue Department	1857	1987
Food Department	1946	1953
Food and Agriculture Department	1954	1965
Food Department	1966	1983
Agriculture Department	1966	1987
Forest and Fisheries	1973	1987
Commercial Tax and Religious Endowment	1974	1987
Development Department	1921	1953
Industries Labour and Co-operation Department	1954	1965
Industries Labour and Co-operation (Special)	1956	1960
Industrial Labour and Housing Department	1966	1969
Labour Department	1969	1972
Labour and Employment Department	1973	1987
Industries Department	1969	1987
Co-operation Department	1970	1987
Separate Revenue Department	1915	1925
Revenue Special Department	1918	1920
Routine Revenue (RR) Department	1949	1950
Law Registration Department	1921	1936
Rural Welfare Department	1950	1953
Food Production	1956	1960
Firka Development Department	1947	1950
Employment Service	1983	1988
Environment Cultural	1983	1987

#### **INTERIM REPOSITORY-3 (STACK - 5)**

	<b>From</b>	<b>To</b>
Revenue Department	1988	2015
Agriculture Department	1988	2015
Corporation, Food and Consumer Protection Dept.	1988	2014
Industries Department	1988	2015
Small Industries Department	1993	1998
Labour and Employment Department	1988	2015
Housing and Urban Development Department	1988	2015

Handloom, Handicraft, Textiles and Khadi Department	1988	2015
Commercial Taxes and Religious Endowment Dept.	1988	2015
Forest and Fisheries Department	1988	—
Environment and Forest Department	1989	2013
Animal Husbandry and Fisheries Department	1988	2015

Micro small and Medium enterprises Department	2000	2015
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#### **INTERIM REPOSITORY- 4 (STACK - 5)**

	<b>From</b>	<b>To</b>
Public Works Department	1988	2015
Energy Department	1992	2013
Rural Development and Local Administration Dept.	1988	2015
Municipal Administration and Water Supply Dept.	1996	2015
Highways Department	1988	2015

#### **STACK - 6**

Marine Department	1857	1936
Railway Department	1870	1924
Irrigation Department	1877	1926
Financial Local Department	1885	1920
Financial Municipal Department	1885	1920
Local Administration Department	1920	1959
Public Works Department	1857	1987
Rural Development and Local Administration Department (RD & LA)	1965	1987
Municipal Administration and Water Supply Department (MAWS)	1984	1987

#### **STACK - 7**

Stack - 7 houses the oldest records of Tamil Nadu Archives. The records of all the Departments of East India Company prior to 1857 also known as the Pre mutiny records are preserved in Stack – 7. It is an air conditioned stack. Records of defunct Mayor Court, Coroner's records, Mayor Court, Dutch records, District records prior to 1857 have been preserved in this Stack. Public Department 1670 to 1856, Military Department- 1752 to 1856, Revenue Department-1774 to 1856, Secret Department-1796 to 1850, Judicial Department, 1798 to 1856, Political Department -1800 to 1856, Finance Department - 1811 to 1856, Ecclesiastical -1818 to 1856, Marine-1838 to 1856.

#### **STACK - 8**

Land Administration Records are preserved in Stack 8. They include Old Settlement Records, Inam Fair Register and Board Proceedings records are stacked. This stack contains Ground level, First level and Second level. Each level has 31 iron

racks. Each rack has four plates. Old Settlement Records (OSR) pertains to the period from 1865 to 1897 consist of 3,358 volumes. The Inam Fair Register(IFR) pertains to the period from 1861 to 1940 contain 21,147 sheets. The records of 9 Districts namely Chengalpatu, Madurai, Coimbatore, Salem, North Arcot, South Arcot, Thanjavur, Tirunelveli and Tiruchi and Board Proceedings Records consist of 19,321 bundles. Each bundle has 100 numbers of proceedings, i.e. totally 19,32,100 numbers of Board proceedings.

## **STACK - 9**

Central Survey Office Records are preserved in Stack 9. This stack contains 3 Levels Each Level has 30 iron racks. Each rack has four plates. Maps and Field Measurement Books(FMB) are preserved in this stack. The maps are, Original Survey Maps, Resurvey Mounted Litho Maps, Un Mounted Litho Maps, Soil Block Maps and Maps Plans and Touring Maps pertains to the period from 1859 to 1967. Field Measurement Books pertains to the period from 1864 to 2000. It includes records of Initial Survey, Re -Survey, Estate Survey, New Re–Survey, Updating Registry Scheme and Natham survey.