

1892.
NEW ZEALAND.

PRINTING AND STATIONERY DEPARTMENT

(ANNUAL REPORT ON THE).

Presented to both Houses of the General Assembly by Command of His Excellency.

SIR,—

Printing and Stationery Department, Wellington, 25th July, 1892.

In submitting my report on the department for the year ended the 31st December, 1891, I have the honour to state that the results as disclosed in the balance-sheet appended hereto may be regarded as satisfactory, and exhibit a marked improvement as compared with that of last year in several important particulars. An accurate record is kept of all data necessary for ascertaining the value of the work turned out and the material consumed in its production. After making due allowances for interest on building and plant, depreciation, cost of stores, wages, &c., the Profit and Loss Account shows a credit balance of £7,851 8s. for the year.

The printing required for the Railways, the Insurance Department, and the Public Trust Office is now executed in this department, for which accounts are rendered and payment made to the credit of the Printing Office Vote. Stationery is also imported and supplied on payment to the departments named. The printing and binding of telegraph pads and forms, which used to be done in England, is now performed here, the cost being paid by the Telegraph Department. The "Law Reports" (published monthly), and the volume of "Transactions of the New Zealand Institute," complete the list of work executed by the department under contract.

The value of work done during 1891 (£34,966 3s. 1d.) exceeded the total for 1890 by £2,479 5s., and was larger than that of any previous year since the establishment of the office. The increase in bulk of both the Parliamentary Papers and *Hansard* for last year is a noticeable feature, each making one volume more than they did during the previous year. Among the works of a non-recurring character issued from the Government Press may be mentioned the volume of papers read before the Australasian Science Association, which met at Christchurch; the printing of which has been commented upon very favourably by members of the Association, while the moderate cost of producing it in the colony showed a marked contrast compared with that of other places where the Association held its meetings.

With regard to the publication of *Hansard*, I may state that the series for 1891 completed the twenty-fifth year of its publication, the first being issued in 1867. During the quarter of a century that has elapsed since then seventy-five volumes have been published, comprising a total of 53,079 pages, the columns of which measure 66,349ft., or a little over twelve and a half miles in length, being an average of half a mile per session. The average number of pages for each year was 2,133, and the number of volumes per session three. The number of copies printed in 1867 was 1,000, which has now been increased to 4,700. The number of free copies issued to members of the House has been increased from five copies to thirty. Though the free circulation shows a considerable increase, the number of subscribers—notwithstanding the reduction of the subscription to one-half what it was formerly—has not progressed in the same ratio, the number last year being 478, as compared with 162 in the year 1868. Increased facilities are now afforded to those wishing to subscribe, by authorising the local Postmasters to act as agents and receive subscriptions.

With regard to the storage of Government publications, I beg to draw attention to the unsuitable accommodation provided for this purpose in the cellars under the Government Buildings. They are always more or less damp, and have several times been flooded by storm-waters. As many of the publications stored there are of considerable value, and will in a few years be unobtainable, it is desirable that steps should be taken to provide a more suitable place for their custody, otherwise, owing to the damp and the ravages made by rats, they will become valueless.

The number of entries in the order-book during the past year was 3,747, comprising 29,424 pages, of which 30,678,080 copies were printed, the total value of the work amounting to £34,966 3s. 1d. The expenditure for wages and overtime was £21,569 8s. 6d.

During the month of April last year the minimum number of employes engaged in the department was 152, of whom 39 were compositors; while the maximum was reached last September, when 193 were employed, of whom 72 were compositors.

The number of printing accounts examined and passed was 2,788, being 359 less than during the previous year. The amount of deductions made therefrom was £109 9s. 6d.

A return of the number and description of stamps printed during the past year is appended, showing the total issues to be 39,813,469, representing in value £580,225 18s. 8d. Of special probate duty-stamps, eight were issued, amounting to £22,973, the average value being £2,871 per stamp.

The number of plates cast in the stereotype branch last year was 1,832; of electrotypes, 1,693. The number of rubber-stamps manufactured for Government departments was 497.

The railway-ticket printing executed by this branch during the year was as follows: Railway tickets, 2,141,198; season tickets, 15,796; flag-station tickets, 355,600; luggage tickets, 76,000; parcels tickets, 60,025; weighbridge tickets, 26,200; Volunteer tickets, 29,000. Of railway newspaper stamps, the number printed during the year was 515,580.

The number of requisitions received in the stationery office and complied with during the year ending the 31st December last was 12,744, or at the rate of 42 per day. The number of separate items in the requisitions was 53,850. The quantity of waste paper shipped was 53 tons 16cwt. 2qrs., representing in value £161 9s. 6d. The local paper-mills purchase all waste material of this description.

I have, &c.,

The Hon. Mr. Cadman.

GEO. DIDSBURY,
Government Printer and Stores Manager.

No. 1.

PROFIT AND LOSS ACCOUNT OF THE GOVERNMENT PRINTING OFFICE FOR THE YEAR ENDING 31st DECEMBER, 1891.

1.—THE COLONY OF NEW ZEALAND ON ACCOUNT OF THE GOVERNMENT PRINTING OFFICE.

Dr.	£	s.	d.	Cr.	£	s.	d.
To Value of work done as per work-ledger	34,966	3	1	By Value of buildings and plant	..	32,162	7 7
Cash received—				Amount paid for wages and overtime	..	21,569	8 6
Advertisements	543	14	8	Working-expenses	538	0 2
Gazette-subscriptions	60	8	2	Interest on plant and buildings	..	1,608	2 4
Official publications	1,383	7	0	Value of material used	8,829	3 8
Miscellaneous	3,997	11	3	Profit and loss	7,851	8 0
Land Transfer and gold-mining advertisements	100	10	9				
Value of office engineer's repairs, &c. ..	97	4	0				
Value of rubber-stamps, electros, &c., for other departments	118	7	9				
	41,267	6	8				
Balance	31,291	3	7				
	£72,558	10	3			£72,558	10 3

2.—STOCK AND BUILDINGS ACCOUNT.

Dr.	£	s.	d.	Cr.	£	s.	d.
To Value of buildings forward	18,422	19	11	By Depreciation of new office, 1 per cent.	£184	4	7
Value of plant forward	13,323	16	4	Ditto plant, 5 per cent.	686	19	5
Additions during year—				Carried to Profit and Loss Account		871	4 0
Printing	£313	9	2	Value of buildings forward	18,238	15 4
Binding	102	2	2	Value of plant forward	13,052	8 3
	415	11	4				
	£32,162	7	7			£32,162	7 7

3.—SALARIES ACCOUNT.

Dr.	£	s.	d.	Cr.	£	s.	d.
To Wages paid during the year, viz.:—				By Transfer to Profit and Loss Account ..	21,569	8	6
Permanents	9,692	8	1				
Extras—Printers	£7,515	5	2				
Binders	2,793	1	7				
	10,308	6	9				
Overtime paid during the year, viz.:—							
Permanents	£853	6	10				
Extras—Printers	523	19	4				
Binders	54	8	6				
	1,431	14	8				
Night-watchman's salary	137	0	0				
	£21,569	8	6			£21,569	8 6

4.—WORKING-EXPENSES ACCOUNT.

Dr.	£	s.	d.	Cr.	£	s.	d.
To Fuel Account for year	119	11	11	By Transfer to Profit and Loss Account ..	538	0	2
Gas Account for year	35	14	0				
Miscellaneous—							
Printing Branch	£316	12	6				
Binding Branch	21	4	10				
Stereotype Branch	44	16	11				
	382	14	3				
	£538	0	2			£538	0 2

5.—PRINTING AND BINDING ACCOUNT.

Dr.	£	s.	d.	Cr.	£	s.	d.
To Value of paper consumed, including freight and other charges ..	7,933	6	11	By Value of work done.. ..	41,267	6	8
Value of binding material, &c. ..	895	16	9				
Balance to profit and loss ..	32,438	3	0				
	<u>£41,267</u>	<u>6</u>	<u>8</u>		<u>£41,267</u>	<u>6</u>	<u>8</u>

6.—PROFIT AND LOSS ACCOUNT.

Dr.	£	s.	d.	Cr.	£	s.	d.
To Depreciation on buildings and plant ..	871	4	0	By Balance of Printing and Binding Account	32,438	3	0
Salaries and overtime ..	21,569	8	6				
Working-expenses ..	538	0	2				
Interest on plant and buildings, viz., 5 per cent. on £32,162 7s. 7d. ..	1,608	2	4				
Profit to credit of colony ..	7,851	8	0				
	<u>£32,438</u>	<u>3</u>	<u>0</u>		<u>£32,438</u>	<u>3</u>	<u>0</u>

SAMUEL COSTALL, Accountant.

No. 2.

RETURN of the VALUE of PRINTING and BINDING executed by the GOVERNMENT PRINTING DEPARTMENT during the Year ended 31st December, 1891.

Department.	Printing.				Binding.	Totals.
	Number of Copies.	Number of Pages.	Authors' Corrections.	Value.		
			Hours.	£ s. d.	£ s. d.	£ s. d.
Audit	13,698	43	..	40 16 6	32 13 0	73 9 6
Bureau of Industries	22,460	18	..	20 2 6	0 18 6	21 1 0
Colonial Secretary	42,148	182	5	110 11 6	28 17 2	139 8 8
<i>Gazette</i> Branch	353,770	1,549	179	2,258 6 7	255 5 6	2,513 12 1
Constabulary	96,001	249	6	387 8 0	144 7 6	531 15 6
Customs	153,956	577	62	377 7 6	219 17 9	597 5 3
Crown Law	343	13	..	5 15 0	13 6 0	19 1 0
Defence	33,592	149	53	76 1 0	27 8 6	103 9 6
Education	63,200	130	10	142 3 6	43 6 0	185 9 6
General Assembly—						
House of Representatives—						
Order Paper.. ..	64,732	579	58	343 5 0	17 14 0	360 19 0
Papers and returns ..	314,750	4,306	2,609	4,616 13 0	294 2 4	4,910 15 4
Journals	700	407	117	307 1 6	34 15 0	341 16 6
Miscellaneous	49,438	322	1	123 13 0	45 19 0	174 12 0
Legislative Council—						
Order Paper.. ..	39,075	128	10	96 1 0	0 14 0	96 15 0
Journals and Appendix ..	3,775	407	55	173 14 0	35 15 6	214 9 6
Miscellaneous	5,523	41	..	17 1 6	11 3 6	28 5 0
Joint Account	422,832	513	146	409 13 0	304 7 6	714 0 6
Bills	117,768	1,645	3,179	1,315 14 3	60 18 6	1,376 12 9
<i>Hansard</i>	161,316	3,290	4,907	3,821 0 6	403 17 0	4,224 17 6
Statutes	40,961	1,312	..	720 10 6	479 17 6	1,200 8 0
Geological	27,060	803	220	210 11 6	87 17 6	298 9 0
Governor's Establishment ..	4,754	30	..	12 16 6	39 13 0	52 9 6
Insurance	574,605	539	31	756 4 9	408 3 2	1,164 7 11
Justice	321,647	1,054	182	513 4 4	117 8 0	630 12 4
Bankruptcy	5,100	4	..	4 10 6	16 2 6	20 13 0
Lands and Survey	217,595	1,803	38	477 4 0	204 4 0	681 8 0
Land Transfer	30,109	21	..	472 1 6	78 5 6	550 7 0
Lunacy and Hospitals	53,575	37	..	45 12 0	26 19 4	72 11 4
Live-stock	169,432	61	..	125 2 0	15 18 10	141 0 10
Mines	85,344	190	59	340 4 0	112 16 3	453 0 3
Marine	44,410	119	..	76 8 0	29 18 6	106 6 6
Miscellaneous	60,341	480	111	320 14 0	124 4 6	444 18 6
Native	360,685	886	62	812 19 0	134 15 6	947 14 6
Post and Telegraph	11,009,088	1,734	303	2,762 9 10	554 1 2	3,316 11 0
Money-order and Savings-Bank ..	1,419,507	491	50	565 14 0	234 14 10	800 8 10
Printing and Stationery ..	106,339	145	..	95 16 6	22 3 6	118 0 0
Store Branch	202,861	12	..	46 8 9	984 7 4	1,030 16 1
Prisons	2,250	3	..	3 4 0	3 3 0	6 7 0
Property-tax	785,201	234	32	439 9 6	210 18 6	650 8 0
Public Trust	193,486	95	78	143 13 0	6 18 8	150 11 8
Public Works and Buildings ..	46,498	259	118	150 10 6	42 16 2	193 6 8
Railways	11,222,552	2,985	277	1,341 16 1	1,613 4 8	2,955 0 9
Registrar-General	935,015	1,170	168	1,256 7 10	162 11 6	1,418 19 4
Registrar, Friendly Societies ..	32,132	66	..	43 16 0	10 4 6	54 0 6
Stamp	129,855	54	2	116 10 0	36 2 9	152 12 9
Treasury	638,601	289	80	452 5 0	274 13 9	726 18 9
Totals	30,678,080	29,424	13,208	26,958 12 5	8,007 10 8	34,966 3 1

No. 3.

RETURN of the NUMBER and CLASSIFICATION of the EMPLOYÉS in the GOVERNMENT PRINTING DEPARTMENT during the Year ended 31st December, 1891.

	January.	February.	March.	April.	May.	June.	July.	August.	September.	October.	November.	December.
Overseers	5	5	5	5	5	5	5	5	5	5	5	5
Readers	4	5	5	4	5	6	6	6	6	6	5	5
Compositors (including two foremen)	43	46	46	39	51	64	70	71	72	61	53	55
Machinists, pressmen, paper-wetter, cutter, engineer, and engine-driver	9	9	8	9	10	10	10	10	10	9	9	9
Bookbinders (including one sub-overseer)	16	18	18	18	18	18	18	18	18	20	20	18
Females in Binding Branch ..	26	26	26	26	28	28	28	26	28	29	28	28
Apprentices, machine and errand boys	40	44	44	43	46	47	47	46	46	43	43	44
Assistants	7	7	7	7	7	7	7	7	7	7	7	7
Stereotyper	1	1	1	1	1	1	1	1	1	1	1	1
Totals	151	161	160	152	171	186	192	190	193	181	171	172

No. 4.

RETURN showing the QUANTITY and VALUE of PAPER, ENVELOPES, &c., issued to the GOVERNMENT PRINTING OFFICE during the Year 1891.

Quantity.	Description.	Amount.	Quantity.	Description.	Amount.
R. q.		£ s. d.	R. q.		£ s. d.
15 19½	Hand-made post folio	21 12 0	2,432 5	Royal—	
0 11½	Large post cheque	0 16 6	47 5	Yellow wove double	797 1 1
1 0	Post blue wove	0 6 6	93 11	Toned double	25 16 1
1 0	Turkey mill, post, large ..	1 7 0	0 3½	Coloured	44 14 10
5 0	" 4to.	4 7 6	11 8	Surface	0 6 6
10 15½	" 8vo.	3 14 6	35 9½	Hand-made	25 17 6
21 5	Joynson's hand-made note ..	8 16 4	68 14½	" superfine	85 9 8
469 9	Cream wove large post	125 3 3	38 5	Imitation hand-made superfine	77 8 4
9 16½	" Silverburn	4 13 9		Imitation hand-made	39 17 9
33 16½	Double-post folio, crm. wove, 48lb.	27 9 6		Medium—	
66 0	Double-post folio (money orders), 48lb.	34 15 0	21 1	Hand-made	33 0 4
61 6½	8vo. note, large, 4½lb.	8 14 3	2 8½	" loan	6 6 0
2 0	4to. letter, large, 10lb., vellum ..	0 16 0	0 2½	Mauve cheque	0 2 0
			20 17½	Imitation hand-made	19 2 0
				Imperial—	
1 7	Foolscap, double and quad.—		15 19	Hand-made	60 0 0
3 4	Cream laid, 14½lb.	0 10 2	8 1½	Imitation hand-made	13 3 0
0 13½	" 18lb.	1 10 6	85 9	Cartridge	73 10 9
223 0½	" 14½lb., ft.	0 4 4			
61 14	" hand-made, 18lb.	210 19 11	37 15	Cartridge, dble.-demy, glazed, buff	28 6 3
598 13	Azure laid	24 11 6	9 0	Double-imperial, brown	7 15 3
57 3½	Double-cap copying	112 2 0	0 2½	Drawing, cartridge, imperial ..	0 14 3
	Imitation hand-made cream wove double	55 9 6	0 2	" double-elephant	1 4 0
22 10	Sheet and a half	11 5 0	45 14	Demy blotting-paper	23 12 10
1,021 11	Cream laid quad.	727 2 7		Total paper	6,979 11 1
543 11	Pink and toned quad.	253 3 6		Envelopes—	
249 12	Light-green and grey quad. ..	115 8 9	51,375	Demy, cream wove	34 3 9
230 10	Glazed quad.	106 12 2	277,600	Foolscap, cream wove	126 5 6
7 7½	Turkey mill	12 6 0	454,500	No. 7, cream laid	105 6 5
3 10½	" foolscap	3 4 9	18,000	Small note	7 5 10
100 0	Buff double	17 10 0	4,150	15 x 10	14 10 3
4,396 13	Yellow wove double	1,176 3 6	2,675	14 x 5	4 19 0
964 14	Blue wove double	384 9 6	500	13 x 9	0 17 9
57 16	Blue laid double	35 16 9	3,325	13 x 6	5 1 6
110 5	Coloured double	42 1 2	100	Special cards and envelopes ..	0 4 4
2,518 12	Cream wove double	1,030 0 9		Total envelopes, &c.	298 14 4
24 2	" Silverburn	14 11 9		Cards, &c.—	
4 4	Hand-made double	22 0 0	12,712	Double large	5 9 6
			12,087	" small	5 2 7
178 8	Double crown yellow wove	35 7 0	26	Cardboards	1 6 0
27 1	" copying	10 15 5	215 gross	Pasteboards	89 4 6
			8,453	Parchments (skins)	553 18 11
				Total cards, &c.	655 1 6
127 17½	Demy—			Summary—	
184 15	Hand-made	162 1 4		Paper, &c.	6,979 11 1
228 0½	Blue laid	101 15 7		Envelopes	298 14 4
18 15½	Coloured	42 8 9		Cards, parchments, &c.	655 1 6
899 14	Gummed	14 1 8		Total	7,933 6 11
310 13	Yellow wove double	414 6 6			
2 9½	Toned double	178 10 4			
97 15	Buff double	0 15 9			
	Cream laid double	56 4 2			

No. 5.

RETURN showing QUANTITY and VALUE of PAPER, &c., used at LYTTELTON GAOL.

Quantity.	Description.	Amount.	Quantity.	Description.	Amount.
R. q.		£ s. d.			£ s. d.
24 0	Blue wove double-cap ..	9 18 0	50,000	Envelopes—	10 0 0
73 0	Cream wove double-cap..	32 17 0	83,000	No. 7	33 17 10
10 0	Hand-made foolscap ..	10 4 0		Foolscap	
20 10	Yellow wove double-cap ..	5 19 11		Total envelopes..	43 17 10
6 0	Imitation hand-made demy ..	4 10 0			
				Summary—	
				Paper	63 8 11
				Envelopes	43 17 10
	Total paper	63 8 11		Total	107 6 9

No. 6.

NUMBER of VOUCHERS examined for other Departments, the AMOUNT of DEDUCTIONS made, and the TOTAL AMOUNT PASSED for PAYMENT, during the Year 1891.

Period.	Number.	Deductions.	Amount passed.
		£ s. d.	£ s. d.
Examined during the month of January	323	35 8 2	1,868 3 1
" " February	220	3 9 1	694 4 7
" " March	224	5 12 6	512 9 6
" " April	294	15 14 4	905 13 9
" " May	223	2 11 4	535 12 3
" " June	153	6 2 0	346 19 1
" " July	253	5 2 6	531 13 5
" " August	214	3 19 6	524 1 6
" " September	177	4 11 3	361 8 5
" " October	204	6 16 3	382 2 0
" " November	230	4 15 6	487 7 0
" " December	273	15 7 1	890 9 11
Totals	2,788	109 9 6	8,040 4 6

No. 7.

RETURN of STAMPS PRINTED and ISSUED to the TREASURY for the Year ended December, 1891.

Description of Stamps.	No. of Sheets.	No. of Stamps.	Value.
			£ s. d.
Postage and revenue	137,073	32,897,520	285,362 0 0
Newspaper postage	18,301	4,339,240	9,150 0 0
Newspaper wrappers	28,751	287,514	665 10 10
Post-cards	47,464	996,750	4,153 2 6
Postal notes	38,657	270,600	2,057 13 4
Duty stamps	3,367	404,101	207,365 10 0
special	8	22,973 0 0
Beer-duty stamps	4,742	132,776	44,548 7 0
Railway stamps	1,200	144,000	450 0 0
Samoa stamps	1,004	240,960	1,204 15 0
Tongan stamps	437	105,000	2,296 0 0
Totals	280,996	39,813,469	580,225 18 8

By Authority: GEORGE DIDSBUY, Government Printer, Wellington.—1892.

Price, 6d.]

