

# Tamil Nadu Archives:

Diamond Jubilee Celebrations

18th Feb 1970 - Commemorative Volume

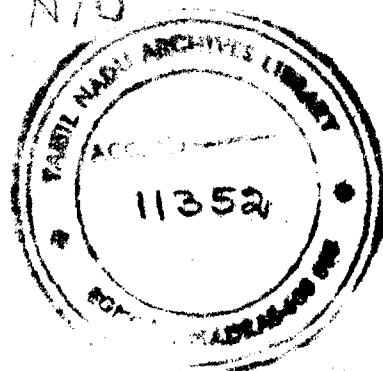
**DIAMOND JUBILEE CELEBRATION**

18th February 1970

**COMMEMORATION VOLUME**

V211:884 N70

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Deputy Secretary to Government,  
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- (3) Thiru S. Singarajan, M. A., M. Litt.,  
Director of Archives & Convener,  
Tamil Nadu Archives,  
Egmore. MADRAS-8

## *Editorial*

I acknowledge with thanks the greetings and articles from the Honourable Ministers, Secretaries to Government and Scholars all over the State. My grateful thanks to the Government of Tamil Nadu for permitting me to publish this volume. I am equally grateful to the members of the Editorial Committee who had done valuable help in editing and printing this volume. Also, I acknowledge the articles prepared by the members of the staff working in Tamil Nadu Archives. The Commemoration Volume released on the Diamond Jubilee Celebrations of the Tamil Nadu Archives is the result of an earnest endeavour for one year by the members of the staff of the Tamil Nadu Archives. On behalf of the Editorial Committee, I extend my thanks to Messrs. Ravai and Sons, Printers and the Publication Division of this Archives for printing this volume in time for release.

For the sake of convenience the articles have been arranged into three parts. Part I consists of the Messages and articles of the President of India Vice-President, Prime Minister and other Ministers, the Governor of Tamil Nadu, Chief Minister and other Ministers and Secretaries to Government of Tamil Nadu. Part II consists of articles contributed by the members of the staff of the Tamil Nadu Archives. Each article in this part enumerates the function allotted to each division or section in the archives. Part III consists of contributions from Professors and Researchers.

I hope this volume will elucidate the work that confronts this department. Archives appears

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His Excellency Sardar Ujjal Singh  
Governor of Tamilnadu



Thiru. M. Karunanidhi  
Chief Minister  
Government of Tamilnadu



Thiru. K. A. Mathiazhagan, B.A.  
Minister for Finance  
Government of Tamilnadu



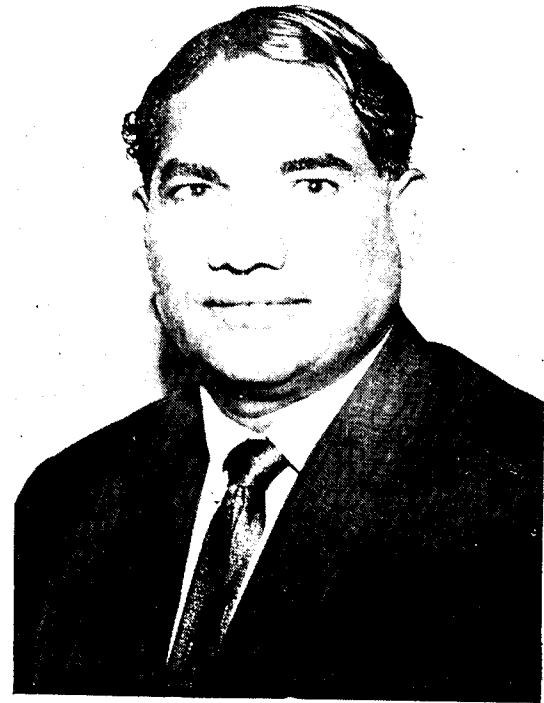
Thiru. S. Madhavan  
Minister for Law  
Government of Tamilnadu



Thiru. M. Muthuswamy  
Minister for Local Administration  
Government of Tamilnadu.



Thiru. Si. Pa. Adithanar  
Minister for Co-operation and Transport  
Government of Tamilnadu.



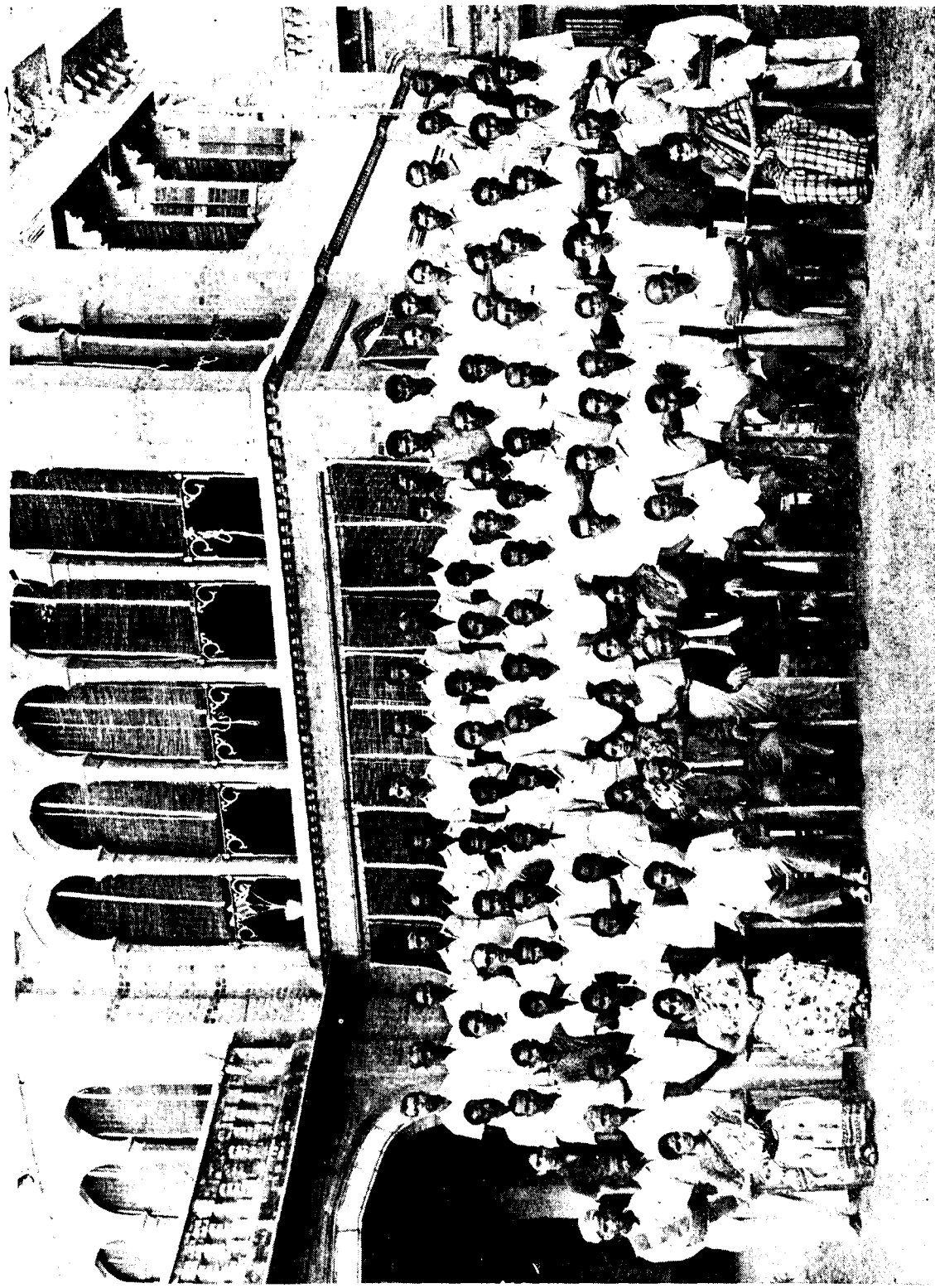
Thiru. E. P. Royappa, M.B.E. (Military), I.A.S.  
Chief Secretary,  
Government of Tamilnadu.



Thiru S. Viswanathan, I.A.S.  
Additional Chief Secretary,  
Government of Tamilnadu.



Thiru. S. Singarajan. M.A., M.LITT., Director of Archives, Tamilnadu Archives.



Members of the Staff of Tamilnadu Archives.

V. V. GIRI  
President of India

RASHTRAPATI BHAVAN,  
NEW DELHI-4

-  
*December 19, 1969*

I am glad to learn that the Tamil Nadu Archives will complete sixty years of its useful existence shortly. On the happy occasion of the Diamond Jubilee, I send my greetings and good wishes to all those connected with this institution.

G. S. PATHAK  
Vice-President of India

NEW DELHI

*December 20, 1969*

I understand that the Tamil Nadu Archives, Madras, completes the 60th year of its service in 1969 and that it is proposed to celebrate the Diamond Jubilee of this Institution during January, 1970. It is interesting to learn that the Archives have preserved valuable records and documents of the various Departments of Tamil Nadu Government for the last three Centuries.

I wish the ensuing Diamond Jubilee Celebrations of Tamil Nadu Archives all success.

INDRA GANDHI  
Prime Minister of India

PRIME MINISTER'S SECRETARIAT  
NEW DELHI-11

*December 5, 1969*

The Prime Minister thanks you for your letter. She wishes success to the **Diamond Jubilee** celebration of the Tamil Nadu Archives being held in Madras next month.

Yours faithfully,

*H. Y. Sharada Prasad*  
Director (Information)

V. K. R. V. RAO  
Education Minister  
Government of India

NEW DELHI

*December 16, 1969*

SARDAR UJJAL SINGH  
Governor of Tamil Nadu

RAJ BHAVAN  
MADRAS-22

*December 4th 1969*

The Madras Record Office, the present Tamil Nadu Archives, has been an institution of great national importance - a premier archival repository of the country attracting scholars over scores of years. While it is now celebrating its Diamond Jubilee - 60 years since its establishment as an independent Department, it is good to remember that its archival activities go back atleast to the days of Talboys Wheeler, who published the first **Handbook to Madras Records** in 1861. Apart from the proper preservation and management of the vast mass of its records, going back to nearly three centuries, its role in the field of record publications has been most significant and worthy of emulation. I offer my heartiest felicitations to the Tamil Nadu Government and the Tamil Nadu Archives on this proud occasion.

I am glad to know that the Diamond Jubilee of the Tamil Nadu Archives will soon be celebrated.

This occasion reminds us of the organisation of the archives in 1909 and the great care with which records - the earliest dating back to 1670 - of various departments have been preserved in the archives. These records are indeed valuable as they throw light on the history and administration of the State. The utility value of such archives for research scholars and others is well known.

I offer my greetings to all those connected with the Tamil Nadu Archives on this occasion and wish the Archives continued success.

M. KARUNANIDHI  
Chief Minister  
Government of Tamil Nadu

FORT ST. GEORGE  
MADRAS-9

*November 14, 1969*

S. KRISHNASWAMI  
Secretary To Government  
Education Department

FORT ST. GEORGE  
MADRAS-9

*November, 24th 1969*

It gives me great pleasure to know that the Tamil Nadu Archives is celebrating the Diamond Jubilee in December, 1969. The archives serves the needs of administration, researchers and the public. The Tamil Nadu archives has done a commendable service in the past and I hope that the modernisation of technique will enable it to provide a more efficient service. I send my best wishes on the occasion of the Diamond Jubilee Celebrations.

I am glad to note that the Tamil Nadu Archives is celebrating the completion of 60 years of useful service in the cause of research and preservation of records. I wish the function all success.

H. K. GHAZI, I.A.S.,  
Secretary to Government

CO-OPERATION DEPARTMENT  
FORT ST. GEORGE  
MADRAS-9

*November, 24th 1969*

I am extremely happy to learn that the Tamil Nadu Archives would be celebrating their Diamond Jubilee in the near future. The Archives are the store house of all relevant information relating to administration in the State. One has to rely upon the Archives for getting the background information on almost every problem which has history. I wish the Celebrations a grand success.

G. M. ALAGARSWAMY,  
B.A., B.L.  
Secretary to Govt. of Madras  
Legislative Council Department

9, CRESCENT PARK STREET  
TTEYAGARAYA NAGAR  
MADRAS-17

*November, 12th 1969*

I am happy to learn that the Tamil Nadu Archives is celebrating its Diamond Jubilee in December 1969. I offer my warm greetings and felicitations on this happy occasion.

Tamil Nadu Archives is the repository of very valuable public records of the Government of over two centuries. It not only preserves the records of the Government but also makes them available to research scholars. Archives play an important and useful role in the proper administration of the Government by preserving continuity from the past to the present.

I hope and trust that the Archives will continue to play its useful role.

P. M. BELLIAPPA, I.A.S.,  
Collector.

COLLECTOR'S OFFICE  
MADURAI-13

*November, 30th 1969*

Thank you for your letter cited. I am happy to know that the Tamilnadu Archives is celebrating its Diamond Jubilee. The usefulness of valuable records needs no emphasis and this Institution is a treasure house of information.

Subject to my official duties permitting, I shall certainly endeavour to send an article, failing which I should like to convey my good wishes and congratulations to you and members of your staff on this historic occasion.

T. V. ANTONY, I.A.S.,  
Collector.

COLLECTOR'S OFFICE  
THANJAVUR

*December, 1st 1969*

I was very happy to learn of the Diamond Jubilee celebration of the Tamil Nadu Archives to be celebrated in January 1970. During the long period of its existence the Organisation has really played a notable part in the preservation and maintenance of the old and valuable records of the various Government Offices and has rightly earned a high place in the archival map of this country. My congratulations to the various officers of your Department for this achievement on this happy occasion.

I, however, regret my inability to contribute an article to your Commemoration Volume.

## GENERAL SERVICES ADMINISTRATION

FRANK G. BURKE  
Director  
Educational Programs

NATIONAL ARCHIVES AND  
RECORDS SERVICE  
WASHINGTON, D. C. 20408

*September 19, 1969*

The Archivist of the United States, Dr. James B. Rhoads, has asked me to extend to you his sincere congratulations upon the occasion of the Diamond Jubilee of the Tamil Nadu Archives. He appreciates your invitation to contribute an article to the commemorative volume, but he regrets that the press of prior commitments leave him no time to prepare a suitable essay.

The Archivist joins me in the hope that the Tamil Nadu Archives in celebrating a distinguished past is also at the beginning of another long period of illustrious service to the scholarly community.

## BRITISH RECORDS ASSOCIATION

A. E. B. OWEN  
Hon. Editor, Archives

79, WHITWELL WAY COTON,  
CAMBRIDGE, ENGLAND

*22nd October 1969*

I offer you congratulations on the attainment  
of the Diamond Jubilee of your State Archives.

ARKIB NEGARA MALAYSIA  
NATIONAL ARCHIVES OF MALAYSIA

DATO' ALWI JANTAN  
Director,  
National Archives of Malaysia

BANGUNAN PERSEKUTUAN,  
JALAN SULTAN, PETALING  
JAYA, MALAYSIA

*17th September 1969*

I wish to thank you very much for your letter of 30th August and the kind invitation for me to contribute an article to the commemorative publication on the occasion of the Diamond Jubilee of your Archives. I much regret, however, that as I am leaving for Europe this 19th September I shall not be able to do so. Nevertheless, please accept my sincere congratulations to you and your Archives on this historic occasion and our good wishes for its continued progress from strength to strength. I look forward to closer relations between our two institutions in the future.

UNIVERSITY OF CEYLON

P. E. E. FERNANDO  
M.A., PH.D. (LOND.)

3, KURUNDUGODELLA ROAD,  
UNIVERSITY PARK,  
PERADENIYA

*30th October 1969*

I must thank you very much for your letter D. O No. 5486 P & D/69-3 of 29th August 1969 requesting me to contribute an article to your Commemoration Volume. But I am very sorry your letter reached me only a few days ago and then it was late to send a contribution as it was expected before 20th September. You had addressed the letter to Colombo and it had taken some time for the letter to be redirected to me. As it was vacation time when your letter reached Peradeniya it reached me only a few days ago. If it had reached me in time I would have been only too happy to contribute a short article to the Commemoration Volume. However I hope you have been successful in securing sufficient articles for the Volume which I take for granted is now published.

As one who was privileged to make good use of your Archives some time ago may I offer you my sincere congratulations and good wishes on the Occasion of the Diamond Jubilee of the Archives.

## Welcome Address

BY

Thiru S. SINGARAJAN, M.A., M. Litt.

*Director, Tamil Nadu Archives and Convener, of the  
Regional Committee for the Survey of Historical Records, Madras*

31st October 1969

Honourable Ministers, Chief Secretary, Secretaries to Government, Members of the Regional Committee, Heads of Departments and Friends,

On behalf of the Members of the Regional Committee for Survey of Historical Records, I extend our most cordial welcome to the Honourable Ministers for Finance and Industries. With gratitude I welcome our Chief Secretary, Secretaries to Government and other Heads of Departments. I extend a cordial and warm welcome to all the Members of the Regional Committee. I wish the Committee to function vigorously and successfully for a term of years as stipulated in the order of Government.

Historically, I suppose, this is the first function of its kind to be ever held in Tamil Nadu Archives. I believe to day we have made a significant land mark in the history of the Archives. In my association with the Archives for the last ten years I had never seen such an enthusiasm on the part of the Government and the Public spirited men to unearth historical records and bring them to light. I know that this is a stupendous task and on behalf of the Regional Committee and myself, I wish to assure the Government that every effort will be made to make the efforts of the Regional Committee fruitful. The presence of the Honourable Minister for Finance will be an eternal source of inspiration to us. Archives and history are generally neglected subjects. An Archivist or a historian in Tamil Nadu is in no

way better than the poets of our literature. But I am sure the visit of our Finance Minister will alleviate our pain and guide the destiny of our endeavours. He is already familiar with the nature of the work in this office and we owe much to him for the multifarious developments in the Archives. The Honourable Minister for Industries knows too well we had been serving the many departments of the Secretariat in the supply of various categories of records and connected papers and notes in the industrial expansion of Tamil Nadu.

I am thankful to the Government for conferring on me the post of Convener of the Regional committee for Survey of Historical Records. At this juncture I must also thank the Government for conferring an additional work of writing 41 compendia on subjects like Agriculture, Industries, Education, Sanitation, Red Tape, Strikes and Lock-outs. These two jobs have definitely expanded the scope of the activity of this Archives and it is legitimate on my part here to enumerate briefly the functions which I have to discharge.

The problems that confront the Archives may be broadly divided into two.

(1) Centralisation, Preservation and Publication of all Governmental records and,

(2) to unearth, to list and also to advise on the problems that confront the Government in regard to private records.

In regard to the first, I must state, Archives has been a neglected department in many of the States in India. But Tamil Nadu has a reputation of being the best administered State and no doubt it remains the intellectual capital of India. Our Archives have many redeeming features and is comparable to many leading Archives in the world, yet in many respects it is backward as their sister institution. The term Archives stands for an organic collection and the Archives Nationale of Paris, organised after the French revolution of 1789, is the pioneer in this field, which has established a net work of regional

repositories throughout France, centralised all historical records in such repositories and has introduced modern techniques of preservation and publication. In France, after the revolution, almost all papers created are neither Governmental records or quasi Governmental records. This was followed in England by the creation of public record office in 1833, and in U. S. A. the National Archives, Washington in 1934. Since the time of Archivists like Jenkinson, Buck, Sen, Baliga and Schellenberg there has been significant changes in the administration of Archives. I am sure that Tamil Nadu will, before long, occupy a respected place in the Archival history of India as its collections are the richest in certain respects, and also voluminous. Some its collections are more than 500 years old.

To make the Archival authority universal and organised the following measures are necessary.

(1) Archives should have an independent department at the Secretariat responsible to the Cabinet.

(2) The Central Record Branch which is still under control of the Secretariat should be transferred to the control of the Director of Archives which will ensure better arrangements and preservations and expeditious supply of records to the Government. This will bring the Archives nearer to the altar of power and the advisory role of the Archives will be better heard in Government. This alone will ensure the effectiveness of our advice to employ better ink and paper for the creation of the files. This will also help us to employ better preservative measures and employment of better docket covers, thread and wooden boards before transfer of records to the Archives for permanent retention. To ensure proper archival arrangement and preservation of records, it is absolutely necessary that the central record Branch of the Secretariat should be under the control of the Director of Archives.

(3) There are proposals for the establishment of 14 Regional Repositories in all the 14 districts. This is absolutely essential in view of the fact that the records from 1600 still

lying scattered are pending centralisation. The records with all the sub-registrar's offices need better preservation. This cannot be done unless they are centralised in the Regional Repositories under the control of the Director of Archives. If every single Department is to centralise their records, there should be 14 Regional repositories for each department in each district which implied a colossal waste of public money. This contingency can be avoided by the timely opening of Regional Record Centres under the control of the Tamil Nadu Archives with enough accommodation for the records of every department in the District.

(4) It is also necessary that the records with the Panchayat Boards and the Municipalities should be effectively supervised and preserved.

(5) The records with the heads of Departments in the city should also be supervised by the Director of Archives.

(6) I have found from experience that the Manuscript Libraries and the Libraries are in great need of our technical advice and hence their archival supervision has to devolve on the Director of Archives.

(7) Adequate staff and Machinery for the Archives.

(8) To include Development programmes of the Archives as a part of the 5 year plan.

In regard to the points mentioned above ever since the days of the British there has been an emphasis on records and their better preservation. This sense of records and history should be maintained in our time. Every activity of the Government is mirrored in the records. The acts of the Legislature and its proceedings, the orders of the executive and their proceedings, the judgement of the High Court and their proceedings are all in paper. These are valuable state papers whose centralisation and preservation would have to be well planned. Added to these, measures to preserve these State papers against insects and other human agencies of destruction have to be promptly taken. In Russia every bit of paper that is created is a state paper, as in the

case of France. But as we have a large area of private enterprise we have voluminous records in private custody which is now the source of the Regional Committee for survey of Historical Records.

The private papers may be broadly divided into two :

(1) The current papers which are with private institutions and firms, which really need our technical knowledge in Archive keeping.

(2) The records which are with the ex-princes, Zamindars, Freedom Fighters, Prominent Administrators and Statesmen, Ancient Influential Families, Temples, Mosques and Churches.

The problem of unearthing the second category of records that lie throughout the state is a really stupendous problem. The papers that are available with the private Museums also call for our attention. How to get at these records is the real problem. We have to pay a compliment to Mr. Meckenzie and Dr. Swaminatha Iyer who had made tremendous efforts to salvage the ancient records of the country. The Regional Committee for Survey of Historical Records, Madras, ever since its inception has done very valuable work. But much remains to be done. The records that are handled by eminent men like Raja of Panagal, T. M. Nayer, P. Thyagaraja Chetty, E. V. Ramaswamy Naicker, C. Rajagopalachari, C. P. Ramaswamy Iyer, Sivaswamy Iyer, Subramaniya Iyer, C. N. Annadurai and a host of other will form a very valuable source for an illuminating study of the history of Tamil Nadu.

I remember that Kattabomman refused to pay kist to the English on the basis of the fact that the British who were foreigners, were not entitled for a share of produce from land. Even today many administrators believe that the State is not entitled for a share of the produce from land. For a closer study of this problem the records with the families of erstwhile poligars will be quite useful. I hope that an attempt to collect all records

relating to Kattabomman and his followers from all sources will be fruitful.

Dr. C. P. Ramaswamy Iyer in 1922 declared in the Madras Legislative Council that Madras can afford two more dams across the Cauvery. He has also contributed to the view of Cotton who held in 1857 that the great rivers in India could be connected. This view has been recently high-lighted by the Madras State Archives and it is gladdening that the Government of India has agreed to the principle of interlinking the rivers from Ganges to Tambravarni. The private papers of C. P. Ramaswamy Iyer will indeed form a very useful source of information to probe into this problem further. Also, according to him, our people do not spend even 10% on education of what we spend on temples. His opinions on many subjects of administration may be a guide to us at the present day.

In Madras it is the Justice party which has emerged as the powerful party ever since a responsible Government was introduced from 1909. This tradition is now inherited by the D. M. K. Ministry. They are the logical successors of the Justice party. The papers relating to the Justice party and the nonbrahmin movement should be collected for a study of the political and the socio-economic problem that concern our State.

The records with the ex-Princes, Zamindars, religious institutions and private individuals will surely contribute to a treasure of knowledge which will enable historians to write a better and connected history of Tamil Nadu.

I welcome again the Honourable Ministers and a every one of you to this function which is dedicated to the task of the moral elevation of this State.

Thanking you,

## Presidential Address

OF

Thiru K. A. MATHIAZHAGAN, B.A.

*Minister for Finance, Government of Tamil Nadu*

at the inaugural Session of The Regional Committee  
for the Survey of Historical Records, Madras

31st October 1969

It gives me great pleasure to preside over this function and to address you on a subject which is vital to the administration of any country, viz. the preservation of ancient records whether public or private.

### Public Records

The Indian law offers no precise definition of "public records", but it defines the very closely related term "public documents" as comprehending all documents forming the acts of the Sovereign authority, official bodies and tribunals, public officers, legislative, executive and judicial and all public records kept of private documents. It embraces a formidable range and variety of documents including the archival emanations not only from the Union, the State and local governments and the authorities and bodies subordinate to them, but also from the Central and State legislatures, the Supreme Court, the High Courts and Judicial bodies subordinate to the latter and from all institutions, organisations and undertakings set up, financed and/or administered by the Government of the Union or of the States. The Indian Law of Evidence attaches great value to public documents. These records and documents are vital to the administration to gain authentic facts on the past of any proposal or policy. They are also vital to the reconstruction of the social, political and economic history of the country. Though the need for a law for centralizing, preserving and administering these authentic records was recognized long ago, the Indian Statute Book has practically no law at present which places an obligation on any public authority in respect of its

records, for centralization, preservation, administration and research in them. Though a few Central Acts like the Destruction of Records Act, 1917 and Acts like the Registration of Societies Act, the Indian Registration Act, the Official Trustees Act and the Company's Act have provisions for keeping or destruction of records, there is practically no obligation on the authorities concerned to discharge any functions in this respect. The public obligation in respect of public records covering all records of all administrative agencies is therefore totally absent in the Statute Book. What has therefore been done so far to preserve the valuable records has been through Executive orders issued by the Government. The Madras Record Office (now Tamil Nadu Archives) which thus came into being in 1969 was entrusted with the custody of all Secretariat records for proper preservation. The records of the Board of Revenue, the Collectors, the Chief Conservator of Forests, the Survey Department, the High Court, the District Courts etc. were entrusted to it later with the result, I am told, it has now about 6 million files and 6 lakhs books and volumes making it the biggest record repository in the country. I understand that the records in the Districts after 1857 and the vernacular records still await centralization. These are matters in which urgent attention has to be paid.

### Private Archives

The records lying with private individuals, associations, institution, religious mutts etc. are equally valuable from the point of view of history. They have to be unearthed, preserved and made available for research. It is with this object in view that Regional Committees have been constituted in States on the recommendation of the Government of India. The Madras Committee, which was first constited in 1948 has been functioning ever since. The Committee has also been listing records of importance with the private owners for inclusion in the National Register being prepared by the Government of India. I understand that several records have been unearthed by now, but that it has not yet touched the fringe of the problem.

The records unearthed by the Committee have to be preserved in the Tamil Nadu Archives and therefore the present Government considered it appropriate to entrust the Convenership of the Committee to the present Director of Archives who is specially trained in Archival administration.

I am glad that he has several proposals on hand to centralise the dumb but eloquent records, preserve them properly and administer them efficiently. That he has been trying his best to improve the Tamil Nadu Archives in a short time of his taking charge is amply evident by the various reforms that are under consideration. The Government of India have recently included 'Archives' as a five year plan item and I am sure with the aid that may be available from them the much neglected field of Archives in this State will get a fillip towards its proper administration. The District Committees functioning in this State have to be reactivated and each member of the Regional Committee might sit on these Committees also to make their functioning more efficient and purposeful. There are proposals I understand, for a legislation on Archives in this State on the basis of the report of Dr. Tara Chand Committee on Archival Legislation. A comprehensive legislation on all aspects of Archives, private and public and the organisation of District Record Offices for the preservation of records of all departments and the records acquired by the respective District Committees, would I hope, be a solution to the immediate archival problems of this State. As centralisation of records alone will not solve the problems, adequate arrangements for the safe preservation, employment of modern techniques and machinery, creating adequate establishment for administration and publication of historical records etc. are necessary. The present Government are alive to these needs and would consider proposals in this respect with sympathy.

#### **Declaring open Portrait of Thiruvalluvar**

It is significant that the Tamil Nadu Archives which houses the wisdom of the persons gone-by in the records of the

last 300 years, should have on its wall the Portrait of the great Saint Thiruvalluvar to inspire all those who are engaged in the pursuit of knowledge and wisdom.

#### **Declaring open the Exhibition Hall for the Archival Museum**

It is also in the fitness of things that an archival museum is attached to this archives. Let the people of this State have a glimpse of the riches inherited from the past. I declare the Exhibition Hall open.

#### **Declaring open the Conference Hall**

The Director of Archives sits on several Committees and the Conference Hall which he has arranged for all these purposes bears testimony to the exquisite attentions paid in this matter.

I am happy to see you Gentlemen of the learned Profession, Administrators and important men in public life, assembled under this roof to discuss matters relating to private Archives and to chalk out programmes for the future which I am sure you will strive hard to do and save much of the historical material lying scattered in the State. I wish you all success in your noble endeavour which will serve the cause of the future generation whose destiny may be better guided.

## தமிழ்நாடு ஆவணக் காப்பகம்

மா. முத்துசாமி

உள்ளட்கித்துறை அமைச்சர், தமிழ்நாடு அரசு

தமிழ்நாடு ஆவணக் காப்பகத்தின் வைர விழா நடைமுறை இருப்பது மகிழ்ச்சிகரமான ஒன்றாகும். 1909-ம் ஆண்டிலிருந்து இன்றுவரை 60 வட்சம் கோப்புகளும், 6 டைசம் நூல்களும், நூல்களின் தொகுப்புகளும் காப்பகத்தில் கண்ணைப் போன்று காத்து பாதுகாப்பது பாராட்டிற்குரிய ஒன்றாகும். தலைமைச் செயலகத்தின் பல்வேறு துறைகளின் பெற்றுதற்குரிய கோப்புகளும், வருவாய்த் துறை வரியர், காட்டிலாகா தலைமை அலுவலகம், நில அளவு அலுவலகம், பல்வேறு மாவட்ட ஆட்சி அலுவலகங்கள் மாவட்ட நீதிமன்றங்கள் ஆகியவற்றின் கோப்புகளும் இன்று ஆவணக் காப்பகத்திலே அணி செய்து கொண்டிருப்பது எதிர்கால நிர்வாக நடைமுறைகளுக்கு வழி காட்டிகளாகும். மூன்று நூற்றாண்டுகளில் நடைபெற்ற நிர்வாக - நிதி முறைகளின் கோப்புகள் - கிழந்த காலத்திற்கும் - எதிர்காலத்திற்கு எற்றமிகு நிர்வாக மாற்றங்களுக்கும் ஒளி விளக்காக - உயர் வழியாக - திகழ்ந்து கொண்டிருப்பவைகளாகும்.

அரசு நிர்வாக இயந்திரத்தின் அடித்தளங்கள்தான் இன்றைக்கு ஆவணக் காப்பகத்திலே இருக்கின்ற கோப்புகளும் - குறிக்கோள் கொண்ட அகத்துறை நிபுணர்களின் எழுத்துக்களும், இன்றைய சமுதாய பொருளாதார - நிர்வாக மாற்றங்களுக்கும் மறுமலர்ச்சிக்கும் ஆவணக் காப்பகத்தின் கோப்புகள்தான் தங்கச் சுரங்கமாக காட்சியளிக்கின்றன. கடந்த காலத்தின் பொது முக்கியம் வாய்ந்த பலதரப்பட்ட செய்திகளும் - நிலை நிறுத்தப்பட்ட கருத்துக்களும் - எண்ணங்களும் புடம் போட்ட மேதைகளாலும் நிர்வாகத் துறை நிபுணர்களாலும் ஆற்றல் மிக்க சட்ட மன்ற உறுப்பினர்களாலும் அறுநிரிட்டுச் சொல்லப்பட்டவைகள் இன்றைக்கு காப்பகத்திலே களி நடம் புரிந்து காட்சி யளித்துக் கொண்டிருக்கின்றன.

நாட்டின் புனரமைப்புக்கும் - புரட்சிகர மாற்றத்திற்கும் ஆவணக் காப்பகத்திலே அமைந்திருக்கின்ற பொருள்கள் தகுதி வாய்ந்த செய்திகளைத் தர காத்துக் கொண்டிருக்கின்றன. கடந்த காலத்தில் அரசு அமைத்த

பல்வேறு குழுக்களின் ஆய்வுகளும் - அரசுத் துறை நிபுணர்களின் கருத்துகளும் - பரிந்துரைகளும் பரிமளித்துக் கொண்டிருக்கின்றன. ஆவணக் காப்பகத்திலே இருக்கின்ற - நீண்ட - நெடுநாளைய கோப்புகள் இன்றைய நடைமுறை அரசு நிர்வாகத்திற்கு கருவியாக பயன்படுத்துவது என்பது பாராட்டத் தக்க ஒன்றாகும்.

காப்பகத்திலே கட்டி வைக்கப்பட்டிருக்கின்ற பல்வேறு நிபுணர்களின் அறிக்கைகளிலேயும் ஆய்வுகளிலேயும் நடைமுறைக்கு கொண்டு வரப்பட்டவைகள் சிலதான் என்றாலும் இன்றைய நடைமுறைக்கு கொள்ளத்தக்கவைகளாக இருப்பது மெத்த பாராட்டப்பட வேண்டிய ஒன்றாகும். தமிழ்நாட்டிலே சமீபத்தாள் முறை ஒழிப்புப் பற்றி எடுக்கப்பட்ட நடவடிக்கைகளையும் - குத்தகை சீர்திருத்த முறைகளும் - நுன்கலை புனரமைப்பு செய்யப்பட்ட வழிகளும் - தொழிற்சாலை வளர்ந்த வரலாறும் இன்றைக்கும் உம் காப்பகத்திலே இருப்பது வரலாற்று ஆசிரியர்களுக்கும் - அராய்ச்சித் துறை மாணவர்களுக்கும் வாரி வழங்கிய வரப்பிரசாதமாகும்.

ஆவணக் காப்பகத்தைக் கட்டி வளர்த்த ஹென்றி டாட்ஸெல், ஜே. ஜே. காட்டன், ஜி. டி. போக், பி. மேக்குயூன், பி. எஸ். பாலிகா போன்றவர்களின் சேவைகள் பொன்னெழுத்தால் பொறிக்கப்பட வேண்டிய ஒன்றாகும். திரு. பி. எஸ். பாலிகா அவர்களின் வாழ்காலிலே சென்னை நிர்வாகத்தைப் பற்றி ஆய்ந்து எழுதப்பட்ட இரண்டு தொகுப்புகள் - எண்ணி எண்ணிப் பாராட்டப்பட வேண்டியவைகளாகும். அரசின் அலுவல்களை - ஆன்று ஆய்ந்து தெரிந்து கொள்ளும் வழியாக பல்வேறு நிர்வாகத் தொகுப்புகளை ஆவணக் காப்பகத்திலே இருந்து ஆராய்ந்து உருவாக்க வேண்டுகிறேன்.

ஆவணக் காப்பகத்தின் வைர விழா இனிதே நிறைவேற என் நல் வாழ்த்துக்கள்.

## Tamil Nadu Archives

BY

SI. Pa. ADIPANAR

*Minister for Co-operation and Transport*

The "Tamil Nadu Archives" was organised on a regular basis in 1909 and has completed 60 years of useful service.

The forerunner of the Tamil Nadu Archives was a small office started as early as 1810 under a "record keeper". In 1854 it was put under a qualified officer. But it was only in 1909 that the organisation was put on a regular basis and named "Madras Records Office". It is in the fitness of things that it has now been renamed as Tamil Nadu Archives.

It contains about 6 million files and about 6 lakhs of books. The oldest records date back to the days of the Karnatic Nawabs dating back to the 14th Century. Containing as it does the records of the East India Company, the Tanjore Rajas, the Portuguese and Dutch settlers, the Madras Mint and other equally hoary records, it is a treasure house of information on South Indian History.

Many postgraduate researchers have relied upon the Tamil Nadu Archives as the source of information for their doctoral theses.

Among the Archives are found a large number of Persian Portuguese and Dutch documents which deserve to be better known to a wider circle of scholars.

The documents in the Archives are preserved by using the most modern scientific methods. Microfilming of valuable and perishable documents is being introduced.

The Tamil Nadu Archives has been performing a most useful service, maintaining the records of the Government and supplying information to the Government and to the public. I take this opportunity to offer my greetings on its diamond jubilee and invite the scholars and general public to make the fullest use of this unique organisation.

## A few reflections on the Tamil Nadu Archives

BY

C. A. RAMAKRISHNAN, I.C.S.

*Chief Secretary (Retired)*

*Govt. of Tamil Nadu*

A criticism generally made against Indians as a people is that we have been lacking in the historical sense. This criticism implies that we as a nation have not taken pride in our ancient records and, what is more important, that we, as a nation, have not taken the trouble to preserve properly our valuable ancient records. While there is undoubtedly some basis for this criticism. I doubt whether the criticism can be said to represent the whole truth.

The climatic factor in our country with its tropical heat and humidity, has generally been not conducive for the proper storing of records, especially over the generations. In the ancient days, it was the practice for the rulers and the people to report to more permanent measures of creating written evidence of their edicts and achievements, than merely writing them on material liable to decay and perish. In the walls and panels of many of our ancient temples one finds recorded numerous proclamations, narratives and edicts in various languages. These inscriptions were generally on dressed or polished granite stone, and could normally be expected to be permanent unless the stones themselves were destroyed, by breakage or by vandalism. No doubt in our unfortunate country even these calamities have happened, but, by and large, in spite of everything, there has been left for us intact, an immense number of these inscriptions in various temples and public places. There has also been the practice of using metal plates for recording transactions, particularly in the matter of grants of land or villages to individuals

by the Rulers. There is a rich collection of these ancient metallic documents also.

However, in the very nature of things the extent to which public records could be created by inscriptions on stone and metal was naturally limited. The practice of writing on palm leaves became therefore widely prevalent. Not only documents of title, sale deeds and the like but also literary works came to be written on palm leaves. Unlike inscriptions on stone and metal, writings on palm leaves ran the risk of damage and destruction by fire, water, insects and the like. It is to be feared that, in fact, these natural causes have destroyed an immense volume of ancient writings on palm leaves. Those who take the trouble and pains to peruse ancient palm leaf manuscripts which are still extant will be struck with amazement and admiration at the perfection achieved in the calligraphic art executed with pointed writing instruments. The clarity, the artistry and the fluency noticed in the case of some of these writings is truly remarkable.

The British period in India commenced when the use of parchment had become common in Europe. With the industrial revolution, the discovery of paper followed and along with it the discovery of printing. The records in the British period were originally in parchment and later on increasingly came to be maintained in paper. The typewriter however was still far off and therefore much of the official correspondence and minutes in the early days of the British were written by hand. It became a matter for pride for those who took to English education to achieve high standards in hand writing. It is a feast to the eyes to peruse some of the handwritten records of the early British period. Even high dignitaries like Viceroys, Governors-General and Members of the Executive Council used to record pages and pages of minutes in handwriting much of which was of a high standard of excellence. Fair copying was done in Government offices only by hand and the degree of artistry and perfection attained in beautiful English and Tamil hand writing was extremely high. With the introduction

of the typewriter in the early decades of the century, the use of handwriting in public offices gradually came into disuse for the purpose of fair copying, noting and minuting work, side by side with the development of typing. Stenography also came to be developed and the practice increasingly grew to be for matter to be dictated and then transcribed into typing.

Perhaps these developments were inevitable. They certainly resulted in a great increase in the volume of records created in public offices. A system of methodical destruction of records became inevitable and various rules came to be prescribed for fixing the period of retention of different types of records so that over a period what would be permanently retained would only be a small fraction of the entire volumes of records created daily in Government offices. But even with these precautions, the tendency has been for the volume of records in record rooms of public offices to gradually swell, and the cry every-where has been for the construction of larger storage space for records.

The Archives of Tamil Nadu, whether in the City or in the Districts, have to be looked upon with respect and a sense of humility. Therein may be found records from which may be gleaned not only the happenings of public and even private events of the past but also the working of the minds of the persons who were behind these records. Strong administrators, weak administrators, persons of firm decisions, persons of vacillating mind, people with human sympathy, people whom nothing could move all these would pass before a student of the Archives. For the historian, for the research student, for the practical administrator and, indeed, for every citizen some acquaintance with the Archives could be useful and rewarding.

The Madras Archives has been justifiably attracting research scholars from distant countries like the United States. Australia,

Czechoslovakia and France, Recently there was a case where a valuable record was borrowed by the Yale University in the United States for an exhibition organised in connection with the bicentenary of a former Governor of Madras after whom that University took its name.

I hope that those connected with the Tamil Nadu Archives will continue to work with a spirit of dedication fortified by the knowledge that their work is of high importance to the people and to the administration, and indeed to the Tamil Nadu State as a whole and to the Country at large.

## The 'I. C. S.' — A Retrospect

BY

T. S. RAMALINGAM, M.A., B.L.,  
*Member, Pay Commission, Tamil Nadu*

The I. C. S. has undergone the process of transmigration into the I. A. S. officers with the magical letters I. C. S. appended to their names are still in service. But the time is not far off when this will become a thing of the past. The last recruitment to the I. C. S. was in 1943. Of the I. C. S. officers numbering less than 200 now in service (128 according to a press report) no one will remain in service in 1979 because every one of them would have retired by 1978. An objective appraisal of the I.C.S. is certainly possible and at the present moment seems desirable. Several books have been written on the I. C. S. O'Mally, Sir Edward Blunt, Mr. Srivatsava and Mr. S. K. Chettur have given interesting accounts of the I. C. S. A shorter survey of the work and worth of the I. C. S. may not be out of the place in a souvenir brought out by the Madras Archives. The I. C. S., however, can never become a museum piece or a thing "of unregarded age in corners thrown," so long a respect for integrity, devotion to duty and administrative efficiency are valued. They, the men ruled India have been described as the Guardians of the state by Woodruff who compared them to the Guardians envisaged by Plato in his "Republic." Plato said "the man whose natural gifts promise to make him a perfect guardian of the State will be philosophical, high spirited, swift-footed and strong." It is true that while names change, the work to be done does not and the work which the I. C. S. was doing is now being done by the I. A. S. But it is no disparagement to the I. A. S. to say that the I. A. S. can never be what the I. C. S. was. The I. C. S. represented the executive in a modern State at all levels. They were not merely Civil servants charged with the task of executing policy decisions laid down by others

but they were themselves the persons who laid down such policy as Governors, Members of the Council of the Governor General and subsequently of the Viceroy. One of them Sir John Lawrence became the Viceroy himself. Members of the Governor's Council were also I. C. S. men. They occupied a position in a way inferior to the position occupied by democratic Ministers of the present day in the matter of taking decisions. They were not limited by any Legislature. There are now half-a-dozen I. C. S. men on the gubernatorial gadi, but they do not have the authority of the Pre-constitution Governors. There were other differences between the I. C. S. and I. A. S. The Transformation of precacious but fresh graduates from the College into hard headed administrators was certainly a "Sea-change." Overseas travel and stay and training in England did contribute to making them "something rich and strange."

The history of the I. C. S. is in one sense, the history of India in the British period. Such history has inevitably to be a chronicle of the activities of the civil servants in various spheres. The words "civil Service" so much in use in political and constitutional usage indicating the persons performing the administrative functions in a modern State excluding perhaps the local authorities or public corporations were first used to refer to the servants of the East India Company. The East India Company obtained a charter from Queen Elizabeth I to trade with the East on 31-12-1600. The first voyage with five ships under Captain Lancaster did not touch India at all. India was reached only in the third voyage. The first settlement of the English in India was at Masulipatam (1611). In 1612, a factory was established at Surat on the west Coast though attempts to do so had been made from 1608 onwards. Factories subordinate to Surat were established at Agra, Allahabad and Broach by 1619. In 1628, a factory was established at Armagon near Pulicat on the Coromandel coast. This place is said to have had 12 pieces of canon and 28 factors *i.e.*, commercial agents. This was the first fortified settlement of the English. The station where the factors lived became known as factories. The hierarchy of the commercial

employees under the East India company were apprentices, factors, writers, merchants, senior merchants and agents. In 1639, a site - 6 miles long and one mile wide - was got on lease from the Rajah of Chandragiri at an annual rental of four million rupees. The Fort St. George was constructed on the site and a town called Black Town grew up nearby, which was the nucleus of the modern city of Madras. The grant was recorded in a gold plate, which was in the possession of the Company till it was lost when Madras was captured by the French in the first Carnatic war. In 1668, Bombay was leased to the Company by king Charles-II. In 1694 Calcutta was founded at the mouth of the Hoogli by Job Charnock. Factories to which other factories were subordinate were administered by a President assisted by Councillors and so the factories at Bombay, Madras and Calcutta came to be called Presidencies. The Presidents later became Governors.

The pay of the commercial agents was very low and ranged for a long time between £ 5 to £ 40 per annum. The company's servants were boarded and lodged at the company's expenses. It was not a case, however, of "passing rich on £ 40 a year". The low scales of pay led to private trading by company's servants and corruption on a wide scale.

Even from the beginning, the Company servants were in addition to their commercial activities, performing administrative duties also. In the three Presidency towns where territorial rights had been acquired they dealt out justice between man and man. Municipal corporations were also established. It is interesting to know that the Mayor and Aldermen of Madras rode in ceremonial processions in the order in which their compeers did in London. They were also wearing ceremonial robes. An Indian was said to be a Judge of the Court at Madras by name Alankatha Pillai who was the builder of the Ekambareswarar Temple.

The extension of the administrative activities kept pace with the extension of the Company's territories in India. As early as

1700, the Company became the Jamindar of three villages in Calcutta and the first administrator of this territory was Sheldon. The acquisition of the 24 Parganas and then, the Diwani of Bengal and Bihar brought the North-Eastern portion of India under the Company rule. The Northern Sircars was acquired as a result of the Third Carnatic War-1756 to 1763. In 1792, Malabar, Dindigul and Baramahal (Salem) were wrested from Hyder Ali. In 1799, Thanjavur, the Carnatic, Surat and Oudh were acquired. Coimbatore was taken during the Fourth Mysore War. Delhi and Agra were taken in 1803. By 1805 Lord Wellesley's aggressive policy under the subsidiary Alliance system had brought the whole of India except the Punjab and portions of the West Coast under the Company's rule. These came under company rule in pursuance of the doctrine of Lapse made familiar by Lord Dalhousie (1748-56). Parliamentary Legislation, viz., the Regulating Acts of 1773 and the India Act 1784 and various charters issued to the East India Company from time to time, i.e. in 1793, 1813 and 1833 were so many milestones in the road to assumption of authority for the governance of the country. The actual assumption was made in 1858.

This process of assumption was however a slow one and was certainly not premeditated. After the acquisition of the Diwani of Bengal and Bihar by the East India Company, the servants of the Company were appointed in 1769 to watch the collection of revenue in each district. They were originally called supervisors. Later they came to be called by the name now in vogue viz. Collectors. In the early days, the Company's servants were far from honest. Between the years 1757 and 1766 the company's servants had made illegal exactions amounting to £ 21,69,665. Clive compelled them to execute a covenant that they would not receive any presents. This was the origin of the Covenanted Civil Service. Such a covenant is even now found in the bonds executed by the I.C.S. Officers. Instructions given to them then, which however were more honoured in the breach than in the observance have a value even now "Depend on none but what you yourself could possibly hear and determine. Let access to you be easy and be careful of the conduct

of your dependants. Aim at no undue influence in yourself and check it in all others". Of some of the Civil Servants who later became Members of Parliament, Burke said "The breakers of law in India became the makers of law in England". Warren Hastings, the first Governor-General was however responsible for the tightening of the revenue administration. The Governor and his council was transformed into a Board of Revenue for the purpose of controlling revenue administration. He also set up a hierarchy of courts, civil and criminal, presided over by the company's servants. He also issued instructions to the officers of the company to devote some time every day to hear complaints and a box for petitions was put in every court house. Cornwallis who succeeded Warren Hastings after a brief interval effected a permanent settlement of land revenue in Bengal. District Collectors were appointed in Madras in 1794. The salary of a Collector was Rs. 1200 p.m. in addition to a percentage of collections of revenue which on an average came to Rs 2000 p.m. The Charter Act 1793 gave statutory recognition to the Civil servants and provided that all vacancies occurring in all civil offices in India below that of Member of Council were to be filled up from among the civil servants in that Presidency. A period of 3 years was fixed as qualifying for getting the salary of over £ 500 per annum. Promotion was to go only on seniority. The duties of the different departments were defined. Fixed salaries proportionate to responsibility were attached to specific appointments. Superfluous posts were abolished. An auditor was appointed for regular examination and check-up of civil expenditure. 20 years later the Charter Act of 1813 was passed under which Rs. 1,00,000 was set apart annually for the encouragement of Education. The process of Indianization of service was started then by Lord William Bentinck, the Governor General, who opened the posts of Deputy Collectors and Joint Magistrates to Indians. The next Charter Act, that of 1833 took away the powers of provinces to legislate and created for the first time the Office of the Governor-General of India. The sum of Rs. 1,00,000 set apart for Education was directed to be utilised

for educating people in English and in Western Sciences on the advice of Lord Macaulay and Wilson. During the time of Lord Dalhousie foundations of the educational system in India were laid down. The first railway was put up then and the postal system was also introduced.

In 1858 when the administration was assumed by the Parliament, the frame work of the organisation of civil service was very much the same as it was in 1947, when India became independent. The Executive Council of the Government of India consisted of the Commander-in-Chief, Legislative Member and Ordinary Members, two of whom were generally civilians. Madras and Bombay had each two Members of Council belonging to the Civil Service of the Presidency. Bombay had a Chief Secretary and 3 other Secretaries. Madras had a Chief Secretary and 2 other Secretaries. Bengal and North Western Provinces had each only one Secretary. The Secretaries were selected only from the Civil Service and each had a junior civilian as his Deputy Secretary. There was a Board of Revenue with 4 members in Madras, 3 in Bengal and one in the North Western Provinces. Bombay did not have a Board of Revenue but had only 2 Revenue Commissioners. In the Provinces other than Madras, Commissioners were in-charge of Divisions *i.e.* group of districts. There was a change in the judicial administration in 1831 when the Magisterial function of the judges was transferred to the Collectors.

The system of separate services for the provinces known as Covenanted Civil Service of India came to an end in 1878. Lord Charlesbury, the Secretary of State for India, directed that every Covenanted Civil Servant was bound to serve wherever the Government required him to go. An All India Service may be said to have come into being from then onwards. In 1886, a Public Service Commission was appointed to enquire into the working of the services. This was known as Aitchison Commission. This Commission recommended the giving up of the term Covenanted Civil Service of India and suggested its replacement by the term Imperial Service of India. But this suggestion was

not accepted by the Secretary of State. Even as early as 1876, the name Indian Civil Service had come to be in use. Mr. Cottrel Tupp, a Member of the Service, published a book called "Indian Civil Service and the Competitive system" in 1876. The Indian Civil Service Act of 1861 reserved to its members the offices set forth in the Schedule and promotion by seniority alone was given up.

An efficient administrative system had come to be established all over India. External aggression and internal disturbances had almost become things of the past; but a Good Government cannot be a permanent substitute for Self-Government. The process of democratisation advocated by the Nationalists started with the Minto-Morley reforms in 1909. It was then that the principle of election to the Legislature was first introduced. A pronounced step in the direction of Self-Government, was taken by Mr. Montague, Secretary of State for India. The Montford reforms as they came to be called, linking the names of Mr. Montague and Lord Chelmsford, the Viceroy introduced the principle of dyarchy in the administration of the Provinces, popular ministers being incharge of the "transferred half", while members of the Council *i.e.*, Civilians were in-charge of the more important departments known as the "reserved half". These Civil Servants came to occupy a new and unfamiliar role *viz.*, Ministers of States having to make speeches in the Legislature and to be interpellated and some times criticized but they were irremovable. It was said first class Administrators had become third class politicians. But this was not always so. Dyarchy was not, however, a great success, except perhaps in Madras. Mr. C. Y. Chintamani in the U. P. and Mr. Kelkar, in the Central Province were Ministers, who did not have a good word to say about the system. This was because the Civil Servants were the real masters. Ministers were not in a position to over-rule their Secretaries or even the Heads of Departments. Every Civil Servant had access to the Governor. The instance of a Registrar of Co-operative Societies (Mr. J. Gray, ICS) seeking the permission of his Minister (Sir T. N. Sivagnanam Pillai) to place a matter before

the Governor in respect of which the Minister had not approved of his views can be recalled. But the personal relationship was quite cordial. Mr. Paddison under whom the same Minister had worked as a Deputy Collector became the Commissioner of Labour and he became quite reconciled, as he said, to his subordinate becoming his boss. Sri Frank Noyce, who was the Secretary under the same Minister and later became a Member of the Viceroy's Council used to speak of his "valued chief". Sir William Ayling, who retired, as a Judge of the High Court used to be writing long letters recalling memories of the times when he with his colleagues were in-charge of the Mahamagam festival at Kumbakonam. There were occasional unpleasant instances when a Collector expected a Senior Deputy Collector to do things which according to Sir T. Vijayaraghavacharya, himself a distinguished civil servant, had to be done by Village Officers according to the Board's Standing Orders. But, it is a pleasant to record that the same Collector began to have great regard for his Deputy Collector afterwards. Such a change had occurred to another Collector impelling him to present a Deputy Tahsildar with a copy of "Pride and Prejudice". The Collector's view seemed to have been that pride on the part of the Deputy Tahsildar had led to prejudice on the part of the Collector. It is a pity that justice has not been done to the talented Indian personnel in the service in the various books written about the ICS. This may have been due in a way to the fact that Indianization of the services was a comparatively recent thing, though as early as 1833, the associations of Indian in the governance of the country had been set up as an ideal. The distrust felt by the Home Government and by senior civilian was responsible for not hastening the pace of Indianization. The Home Government set their face against the demand for conducting simultaneous examinations for entering into the ICS., both in England and in India. The system of competitive examination had been recommended by Macaulay and accepted in 1855 *i.e.*, long prior to selection by competition for the Home servants. There was a training college at Haileybury. The process of Indianization took a long

time. In 1859, there were 846 Civilians, none of them being Indians.

The first Indian to enter the service was Mr. Satyendranath Tagore. This was in 1879. In 1871, three more Bengalis viz., R. C. Dutt, Biharilal Gosh and Surendranath Banerjee entered the service. The computation of one's age from the date of conception and not birth, was not accepted by the Civil Service Commissioners and Banerjee was refused admission on the ground of having given wrong age but an English Court upheld his claim. But his career in the service was brief because he was dismissed on the report of three members of the Services that he gave an untrue explanation of old cases, pending with him. Banerjee later became a Minister under the system of dyarchy and was knighted. R. C. Dutt's criticism of the famine policy in India provoked Lord Curzon, the Viceroy to seek to controvert him. In 1915, five per cent of the total was manned by Indians the actual number being 63. In 1935, the percentage was 32, the number being 412. Only after the Montford reforms it has been agreed that the appointment of Indians should be 33% of the total to be increased by  $1\frac{1}{2}$  per cent every year till the number of Indians and Non-Indians became almost equal. In 1922, the principle of holding the examination in India was accepted. It is interesting to recall that between 1890 and 1922 as against 125 I.C.S. men serving in the Madras Presidency, only 16 were Indians. The first of them was Mr. P. C. Dutt, who joined in the year 1899 as Assistant Collector, Masulipatam and retired in the year 1934 as Collector of Madras. The first person belonging to the province itself entering into the I.C.S. was Mr. R. Narayana Iyer, who joined in the year 1920 as Assistant Collector, Salem and he retired as a District Judge. The other names of the Indian I.C.S. who entered the service upto 1926 were Mr. V. P. Rao (later a judge of the High Court), Mr. A.M.C. Tampe (Inspector of Local Boards), Sir S.V. Ramamurthi who was the first Indian Chief-Secretary and later Governor of Bombay, Mr. B. Rama Rao (who passed away recently), Mr. S. Ranganathan (Inspector of Local Boards), Mr. S. G. Sengodan who died in harness, Mr. M.S.A. Hydari

son of Sir Akbar Hyder and Mr. K. Ramunni Menon (former Chief Secretary),

In the year 1921 Mr. P. Ramalingam belonging to Jaffna who retired as a District Judge, Mr. V. Ramakrishnan who later entered the industrial field, Mr. C. K. Vijayaraghavan (Who became Inspector-General of Police), Mr. M.K. Vellodi, Mr. T. Bhaskara Rao Naidu entered the service.

In 1939, there were 1299 I.C.S. men all over India excluding 85 holders of listed-posts of whom 540 were Indians. In that year as far as Madras was concerned, there were 13 Europeans and 55 Indians in the Executive. According to a recent Press report there are 128 I.C.S. officers now in service all over India. 17 Retired persons have been reemployed. Six persons are now Governors of States.

In Madras 2 members of the I.C.S. are High Court Judges, 2 other I.C.S. officers serving in this State are Mr. C. A. Ramakrishnan and Mr. N. S. Mani. Mr. Ramakrishnan was Chief Secretary and he has been succeeded by Mr. E. P. Royappa the first I.A.S. Officer to become the Chief Secretary.

Lord Dufferin, a former Viceroy said of the I.C.S., "there is no service like it in the world." Lord Sydenham who was Governor of Bombay between 1907-1937 said "no officers in the world are less bureaucratic than the Indian Civil Service." John Gunther paid a tribute to the service in his book "Inside Asia" He called it the most notable civil service in the world. But Lord Bryce, the author of Modern Democracies was not very enthusiastic in his praise. He found a want of initiative in the Members of the service. But his opinion has been dissented from by Mr. Woodruff, a Member of the Service. In point of antiquity the I.C.S. is almost a modern service. Sardar Panikkar mentions the existence of bureaucracy in Sumaria, thousands of years prior to the birth of Christ. The Mandarins of China were known to history as early as 2200 B.C. There was a hierarchy of officials in Egypt also in very early times, as also in the

Roman Empire. A bureaucracy is contemporaneous with systematic irrigation and flood control. Comparing the I.C.S. to those services or with the Roman Civil Service, it can be said that the I.C.S. men though not members of an ancient service had a sense of mission and faith in themselves which was rather unique. The term sun dried bureaucrat has been applied to them. It is true that the I.C.S. men were not good mixers. It was perhaps felt that authority cannot co-exist with familiarity. Perhaps, they believed the precept in the Thirukkural that rulers should be like fire to which people should not get too close nor from which they should be too far away. But the I.C.S. men of the earlier generation knew the needs of the people and devoted themselves to fulfilling them. In 1871, Robert Montgomery a Civil Servant in Punjab said that "In India we set aside the people altogether. We devise and say that such a thing is a good thing to be done and we carry it out without asking them very much about" it. The I.C.S. were weighted down by the past traditions and precedents. To a new idea, to a new way of doing things, they were allergic. The poet speaks of one good custom corrupting the world. But such a danger need not be very real in a democracy. The I.C.S. has been responsible for the norms of an ideal executive in a modern democratic State being laid down. Mortal men cannot seek higher praise. The English Civil Service has been influenced by the Civil Service under East India Company.

Of the individuals who are members of the service, biographies rich in historic detail and of great human interest can be written or perhaps awaiting to be written. They were men who interested themselves not only in attending to their duties but had wide tastes. They had distinguished themselves in the Arts, Literature, Sports and even Philosophy. They had the ability to laugh at themselves. Sir Edward Blunt once received a letter from the widow of a Hindu Soldier thus "Poor protector, Salute, I am your poor Hindu Widow". The protector of the poor must indeed be a poor protector if he fails to do his duty, and it was certainly premature to talk of a person's widow when he was alive. Mr. Hilton Brown wrote stories of Indian

life. Though there are outstanding Indian writers in English it is unfortunate that not many have written about men and things in the South.

When India became independent many members of the services opted to retire from it. Some of them perhaps felt that freedom was an alias for anarchy. Philip Woodruff quotes the poem "Song in the ruins" by Lord Dunsany. The civilian is pictured in the poem as saying,

"We went to carry on the work began by Clive.

If you did not want an empire, we might have been alive"

Not all the civilians who died as martyrs in India would have echoed this feeling. They are more likely to have regarded themselves as having lived and died for the good of India and not for the glory of Great Britain. Mr. Lloyd George regarded the I. C. S. as the steel frame sustaining the administrative machine. History has shown him to be wrong. This is not to underrate the contribution made by the service to the Government of India. The I.C.S. has certainly carved for itself a niche in the hall of Indian history.

## Destiny of the District Collector

BY

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The relevancy in examining the role of the District Collector in this paper is twofold. For one thing in view of the pivotal position he occupies in the District administration, the implementation, of the plan programmes at the District level is very much his concern. This raises a larger question of whether the institution of Collectorship itself is necessary in the changed political, economic and administrative set-up. Incidentally this paper would have something to say on the present day controversy over specialists and generalists.

Will 'Collector' as an institution vanish? In the answer to this question may lie the difference between a goal oriented progressive country and a perennially backward developer. I could visualise only two ways by which, the present position of the Collector as the local representative of Government in its general dealings with the people and as chief administrator at the District level, might disappear. This might happen in the name of democratic decentralisation, where all authority and responsibility are sought to be transferred to the locally elected representatives. Secondly, if Government takes a decision to fall in line with the so called modern concept of administration namely-let there be direct line of control and specialists take over full responsibility for policy making, direction and implementation in their respective fields.

In regard to the former, it would suffice to see the picture in Maharashtra State, which is the only State where the Zilla Parishads have taken over practically the entire administration

of the District including collection of Land Revenue except maintenance of law and order, some aspects of industries, and have disassociated the District Collector with the working of the Zilla Parishad. The Zilla Parishad Act provides for a Chief Executive Officer of the rank of a Collector. All officers and staff connected with development activities in the District have now become members (some on deputation) of the Zilla Parishad service and placed under the Chief Executive Officer. The Zilla Parishad (i.e. the Council) has no authority or powers of control over any of the officers or staff. At best they could bring a vote of no confidence against the Chief Executive Officer who is himself not a member of the Zilla Parishad. In effect, at the District level in Maharashtra we have three persons - the Chairman of the Zilla Parishad (a full-time paid non-official authority) the Chief Executive Officer and the District Collector to administer the District. At the same time it is found that Maharashtra Government had appointed Shri V. M. Joshi as Special Secretary (reorganisation) to examine, among other things, whether it is necessary to transfer any additional functions to the Collector to maintain the status of his post and to ensure that he has adequate work. This is a paradoxical situation. In Rajasthan and in Andhra, the Collector has been made an associate member of the Zilla Parishad, whereas in Madras the Collector has deliberately been made the Chairman of the District Development Council. The other important aspect is that while in Madras the decentralisation goes right down as in other States, to the Panchayat Union Samithi and Panchayat level, it is only an advisory body at the District level as against the Zilla Parishads elsewhere which are local administrative bodies. In all these matters especially when such far reaching changes are involved, it would be necessary to have a clear picture of our objectives and a rational view taken to achieve them in a frame work which is committed to democratic principles, a socialistic pattern of society, and rapid economic growth.

It is clear that Madras has taken the view that eradication of poverty, illiteracy and unemployment being our national

goals, the panchayat raj set-up should be so arranged as to achieve these national goals in the quickest possible time. Besides experience of the erstwhile ill-managed District-Boards was evidently fresh in the minds of the framers of the new Panchayat Act. It was these considerations, I believe, that prompted Madras to make full use of that institution which has over the past managed the affairs of Government at the District Level. A peep into the past may not be out of place at this juncture.

The District Collector is perhaps the best known individual official in the administrative hierarchy down the past 2 centuries. It is often quoted that between Plassey and the Mutiny the wheel turned full circle and the Company came back to the old Moghul view that all executive power must be concentrated in the hands of the local representatives of Government. He was the eyes and ears of government and also became the voice and the hands. To the people in India the Collector was the imperial government. Development though not unknown in those days was secondary, or sporadic or extra-curricular - a personal fad or hobby to ease boredom. During the major part of British administration great importance was bestowed upon establishing a sound land record system which involved surveys, settlement and re-settlement operations. In fact during those days practically every civilian would have first been either an Assistant Settlement Officer or a Settlement Officer before he was given District charge. This was natural having entered the country as traders, suddenly found themselves as administrators, and land revenue was the only source of income. It is to this very early association with land and land revenue that the lasting cordial relationship between the rural people and the Revenue Department officials can be traced. The Montagu-Chelmsford Report of 1918 while commenting upon the institution of Collector, has among other things made the following remarks :

“This organisation in the first place serves its peculiar purpose of collecting the revenue and of keeping the peace.

But it is so closely knit, so well established, and so thoroughly understood by the people, it simultaneously discharges easily and efficiently an immense number of other duties”.

The Indian Statutory (Simon) Commission could assert confidentially in 1930 that “.....by whatever constitution India may be ruled, no government will be able to do without a District officer”. Between the rule of the Crown in 1857 and transfer of power in 1945-47 he was virtually the government.

Then with the dawn of Independence, it was found that those civil servants who were unable to adjust to the changed situation in the country voluntarily disappeared from the scene. Nonetheless, the country continued to have a set of civil servants of the highest order whose thinking was gradually oriented towards nurturing nascent India besides tackling problems of stupendous magnitude coming as they did in the wake of Independence and partition of the country. After the transfer of power the Collector no longer retained his imperial position or racial prestige though he still exercised all the powers and authority vested in him by the British. Separation of the Judiciary from the Executive retaining of course relevant provisions necessary for maintenance of law and order, was the next big reform. Then came the Community Development Scheme of National Extension Services into District Administration which was the first attempt at rural economic uplift. For the successful implementation of these programme it was found essential to harness into service the traditional prestige and position of the District Officer. This completely changed the emphasis of the duties of the District Collector. From maintenance of law and order and the collection of revenue, the major emphasis now shifts to the development of human and material resources and the elimination of poverty and want. It goes to the credit of Balwant Rai Metha study team to have made the first concrete proposals for democratic decentralization and Panchayati Raj when the three-tier system of local administration was introduced during 1959-60. It is

significant to note that the study team report recommended that the District Collector should actually be the Chairman of the Zilla Parishad. It is now possible to say with some satisfaction that the effective and smooth ushering of Panchayat raj in Madras State was in no small measure due to the tremendous effort and influence of the District Collector. He has now been fully accepted as a friend, philosopher and guide not only to the newly formed democratic institutions but to the rural masses in general. Now the single point for reflection is whether such an institution is to be done away with merely because it was a creation of an imperialistic foreign government. Or should it be nurtured and designed to play a constructive role to serve the nation. Certainly the selection and training of such officers will have to be on a special basis, confining itself to those who possess or have the potential for developing qualities of leadership without self aggrandisement, missionary zeal for progress and development without any sign of false humility and patronage and above all those who can identify themselves with the teeming masses in order to serve them rather than administer them.

The odd criticism, backed perhaps by foreign visitors to this country, that the defect in our administration is that the specialist is given no opportunity for full play in his field is, I am afraid, a display of the superficial knowledge behind the criticism. For one thing we have not expanded far enough to produce a large number of specialists. Let us take the case of the District Collector vis-a-vis Agriculture programmes in the District. To say that he is curtailing the normal activities of the District Agricultural Officer is something which the Agricultural Department themselves will deny. Further left to himself without the assistance of the Revenue and Panchayat Development Departments and the backing of the District Collector, solely with a direct line of control with his departmental staff, will the D.A.O. be in a position to implement the agricultural plans and programmes? Unfortunately the answer would have to be in negative. It is not that he is inefficient, but more because he does not come from the stock that can energise the rural folks. And to be able to build up this stock, it might

perhaps take another quarter or half a century. This would apply equally to the other specialists like engineers, officers of the industries department etc. Consequently the trend has been for the District Collector (a generalist) to acquire greater knowledge of the vital subjects that effect economic growth and progress. There is, however, a much stronger criticism both from abroad and at home regarding lack of coordination at various levels. While there may be some justification for this criticism at certain stages, and in certain quarters, it has little force if any at all at the district level. Except in France which has the Prefect, India is the only country which has this unique institution of the Collector who is the very symbol of coordination both on paper and in reality. Though every encouragement at all levels should be extended to the specialists, by and large the present administrative set-up in India is capable of delivering the goods. At the same time there is absolutely no place for complacency. On the contrary every possible effort should be taken to wipe out red-tapism and improve administrative productivity at every stage.

Finally my experience in the District has shown that the Collector is perhaps the only authority in the administrative hierarchy who can with all the resources at his command, be in a position to activate the lakhs of people in his charge towards our national goals.

# Role of The State Archives in Administration

BY

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On the happy occasion of the Diamond Jubilee Celebration of the Tamil Nadu Archives, it is apposite to delineate and underline the importance of this organisation, from the administrative point of view. The colourful history of the conversion of the East India Company, formed purely for trading purposes, into a political power administering a vast area, the introduction of parliamentary institutions progressively armed with legislative control, the consolidation and transition of the territories into an Empire of the British Crown, and the subsequent efflorescence of parliamentary democracy constitute the saga of our country during the past three to four centuries. Notwithstanding the myriad books on the different facets of the country's evolution, administrators consider it necessary to study the original records as and when necessary and they naturally look to the Archives for this purpose.

The importance of record preservation need hardly be stressed, especially in the present democratic set up. A British civilian, the story goes, to whom it was complained that old records occupied valuable space, ordered in mock-seriousness, "I have no objection to their destruction. But keep copies of them!" Important records have always been regarded as worth their weight in gold.

The different land tenures in our State have given rise to Tenancy reforms from time to time and the assessment of land revenue is periodically revised and settled anew. Several plan schemes are being implemented for development. All these call for frequent reference to and careful study of records by the Government and the Board of Revenue.

In recent years, the necessity of the participation of the State in certain fields of development, especially in the economic

field, has been recognised. Even the Government of the United States of America, the home of free enterprise, has taken over responsibilities previously left to private enterprise. Similarly, certain basic industries in the interests of national economy have been nationalised by the United Kingdom. Developing countries in South East Asia including our country have felt that the State should play a more positive role in securing a fuller development of their industrial potential. Recently banks have also been nationalised in our country. With the increasing tempo of Governmental activity day by day, archives maintained on scientific lines have become an important wing of the administration.

The Tamil Nadu Archives, it is learnt, house the records of the various Departments of the Secretariat, the Board of Revenue, the Chief Conservator of Forests, the Survey Department, the pre-mutiny records of the Collectorates and District Courts and the records of the defunct Departments. There are in all about six million files and six lakhs volumes. With the earliest record dating back to 1670, history seems to brood over the racks and almirahs of the Archives. As the repository of such valuable records, it is little wonder that while serving the needs of the administration, the Archives also attract research scholars, both Indian and foreign round the year.

The publications based on the records in the Archives are authoritative volumes which administrators frequently look into. Since a revision of the old District Gazetteers was found necessary in view of the changing face of the districts, the work of revising and rewriting the District Gazetteers was taken up in 1954 by Dr. B. S. Baliga, the then Curator of Madras Record Office. The Gazetteers for a few districts brought out by Dr. Baliga and Dr. A. Ramaswami, State Editor, District Gazetteers contain a fund of useful information.

Since district administration in Tamil Nadu, as in other parts of the country, comprehends a wide spectrum of public administration, works of this kind are invaluable to the

administrators. Recognising the importance of data at district level, the Census Department has also brought out in connection with the 1961 Census, a District Census Hand book for each district of the State, which is a compendium of descriptive and statistical information.

The Archives, apart from supplying the records to the State Government are useful to other Departments as well. The Census Department, for instance, makes use of the archival records whenever necessary. As is well known, our decennial Census is a complete count of all persons in the country and personal information about the people such as their age, economic activity, marital status etc. is collected. The Government, local authorities, industry, commerce, trade union, universities, medical research workers, social workers, all need to know basic facts about the people if they are to understand the present situation and to plan for the future. The 1971 Census figures will give an idea of the impact of Family Planning on the population. By supplying old but valuable records and volumes, the State Archives enable a successful conduct of the Census.

In order to cope up with the increasing demand on its services, the Tamil Nadu Archives may have to adopt modern techniques of preservation of files and volumes. In the countries of the West especially the U.S.A., upto-date methods and devices are employed in the maintenance of records. More and more publications touching on the social, cultural and economic aspects based on a careful study of the records will go a long way in providing guide-lines to the administration in these spheres.

The Tamil Nadu Archives are noted for the wealth of records and efficient service. It is hoped that in days to come, the Archives will keep up the glorious tradition and serve the planners, administrators, research scholars and the general public as efficiently as ever.

## Carbon copies, How Wilt Thou Serve?

“Carbon is the pigment used on the  
best black ribbons and transfer paper  
and no others should be employed”—**Jenkinson.**

Economy and expediency! Carbon copies are made by using coloured carbon paper, especially purple. Typing- ribbons of purple colour are also extensively in use. According to the Technical Section of the British Records Association, London, typing records on ribbons of purple colour is unsafe. Black non-copying ribbons should be used. Experience in Tamil Nadu Archives points out to the same dangers in the use of purple ribbons and transfer papers. The scripts smudge badly and resurrection where possible is costly. The use of manifold paper for permanent records cuts at the root of permanency and the Archivist who is to take care of the records finds himself in a difficult situation.

## Inks - Beware !

Use of coloured inks for writing is almost a fashion now-a-days, the writers seldom realizing that their beautiful products go into the oblivion in course of time, never to return. Creating permanent records with such coloured inks ought therefore to be a serious matter which every writer has to ponder over.

Coloured inks are made of dyes and they are not immune from fading. Writing with these inks on paper can be washed. Purple and green inks are worse than red in this respect.

True ink is a stain which soaks into the fibres of the writing material. Carbon-base Indian inks and Chinese inks are ideal from the stand point of permanence. They do not fade, cannot be removed by chemical means and cause no damage to paper. Record inks should contain gall and iron but highly acid ink of the iron-gallate type not only fade in time to a faint yellow colour but also tend to weaken the paper. The dye-base ink developed for use in fountain pens also fade with the passage of time. Good modern inks are *gallo-tannate* and so correspond with the Medieval inks which have stood the test of time. The best black printers ink (carbon on an oil base) is absolutely safe when used with stamps of metal.

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## PART II

Articles contributed by the Members of the  
Staff of The Tamil Nadu Archives.

## PART II

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# The Nature of Archival Authority vis-a-vis the Administrators

BY

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(1) The views of Macqueen, I.C.S., Curator, Madras Record office  
1930-1935.

The Archives of a Government faithfully mirror its activities ; and being memorials of official transactions preserved for official reference under responsible custodians they are distinguished for their prime qualities, impartiality and authenticity. Their value to administrators and historians, therefore, cannot be over-estimated. While on the one hand they furnish proofs of facts in relation to the dealings of the Government with the outside public, facilitate administrative control and fix on Government servants responsibility for their actions, on the other hand, they yield material for the study of administrative principle and practice, of the problems faced in the past, the policy followed and the effects of that policy on the people. It is these records of public administration that the Tamil Nadu Archives primarily preserves. Students of history and politics, economics and sociology, each with a special taste for some subject, will find in them a great deal of valuable information which they can hardly find elsewhere.

(2) The views of Hilary Jenkinson, Scholar of Pembroke College and  
F. W. Maitland, Lecturer in the University of Cambridge, Reader  
in Diplomatic and English Archives in the University of London.

Defining custody and the person responsible for the custody of Archives, Jenkinson remarked that the original custodian of Archives was some person connected with the administration

which produced them. He agreed that the administrative functions of the Archives could be transferred to a totally different administrative authority without the Archives losing their character. In other words the administrative functions may lapse and the Archives be taken over by some person or someone totally unconnected with them and yet the chain of custody remains unbroken. Thus he had agreed to the general conception of an independent Archival authority to be in charge of the Archives.

**(3) The views of Dr. T. R. Schellenberg, Ph.D., Director of Archival Management, National Archives, Washington.**

According to Schellenberg, the authority of an Archive is derived from the position and responsibilities assigned to him in the Government which he serves. Referring to the varying degree of freedom, from complete freedom to subordination, he remarked that the status of Archival work in a country at the beginning are always difficult. According to him the obstacles that confront an Archivist at the initiation of his programme are sometimes almost insuperable. As Archivist cannot remove them alone, he wanted him to have the help of enlightened public administrators, scholars, especially Historians, and all others who are interested, in developing public consciousness about record value. An Archivist should gain recognition on the part of the Government that the care of public records is a public obligation. He has also pointed out that a Government seldom recognises the value of its records until after it has reached historical maturity, when, ironically many records relating to its development are likely to have disappeared. And, even after Government has provided authority and facilities for Archival work the Archivist's task is still a difficult one. Initially because of his relations with Government Agencies, he will face public officials in dealing with records who regard records as the enclosed property of their offices, useful only for purposes of current administration and not concerned of their value to an outsider.

However he agreed that at the present day National Archival Institutions usually enjoyed a fairly high degree of autonomy in their administration. However, he pointed out the varying degree of autonomy and dependence as in the case of the *Archives Nationales de France*, the Public Record Office England and the National Archives of the United States.

What Schellenberg wanted was that from the nature of the function that an Archive is to accomplish, it is obvious that an Archival Administration should be given a place in the Governmental hierarchy that will enable it to deal independently with all units of the Government. Unless it is ministerial in character, the Archival institution should be an independent agency.

According to him the Archival administration, moreover, should be given a place in Governmental hierarchy that will enable it to deal effectively with all other agencies of the Government. The effectiveness of an Archivist, personal considerations being left aside, depends upon his status in Government, his status should depend upon the nature of the work he has to accomplish. He was of the opinion that in all his work in which the Archivist is involved, he should have indispensably close relations with all other agencies of the Government. If most of his problems involved policies, handled at the top governmental level, he should be placed high enough in the official hierarchy to enable him to deal effectively with Government officials. In which case, he would be able to deal with other Government Departments on the basis of equality.

In conclusion he said in one word, the Archives should be able to deal directly as equals with officials who are concerned with his problems. He remarked that for the very unique nature of Archival profession he cannot survive on the budgetary crumbs that are likely to fall from them. Hence he wanted an independent budget for Archives. The views appropriated was that the funds for the Archival programme should be definitely earmarked for that programme. In order to ensure the

effectiveness of the programme, independent governing boards should be established on which the Archival profession should be properly represented to review its requirements and resources that are made available to meet them. He cited the examples of the various states in U.S.A. where such boards are non salaried, non professional, self perpetuating bodies, composed of experts, historian and public officials, appointed by State Government.

Above all Schellenberg laid emphasis on the terms "public records" and "public ownership". He would have very much wished that even private papers of Ministers, Governors and Presidents are left along with the public papers.

Defining the rights which devolved on the custody of records born out of the physical position of records he remarked that an Archivist should have the same rights and privileges with respect to the records that the creating agency had. These rights pertained to such matters as reproducing and duplicating records. Secondly he could have certain additional rights and privileges with respect to the records that are not exercised by creating agency. These rights pertain to their arrangement, description, and publication for purposes other than that for which they were originally created, for the purpose of serving the country, and put to use by other government agencies and private individuals. These rights and privileges are needed by the Archivist if he is to discharge his duties effectively. Above all the Archivist is responsible with respect to the appraisal of public records. The responsibilities of the Archivist in respect of making his materials accessible for use of scholars also should be defined.

**(4) The views of the Committee on Archival Legislation, Government of India, December 1960.**

The Committee felt the need that there should be an effective machinery in every state for controlling and co-ordinating the Archival activities of all public papers within its jurisdiction. It also pointed out that a well articulated record management policy is yet to develop in many of the States.

It pointed out the practices of divided authority in States where the responsibilities in respect of record making and record management still continued to be shouldered by departments directly concerned with general administration. They pointed out to the peculiarities in States like Orissa, Punjab and Rajasthan where there is a regular hierarchy of authorities controlling Archives with the head of the State Archives standing at the bottom and the Education Department at the apex while the Director of Public Instruction occupied a middle position. They declared "we consider to be essential that control over Archival matters should be vested in its entirety in a single authority preferably in a single Minister. The latter should be authorised to exercise executive powers over the ways in which the department handled their records and take custody of any records which may be right for retirement. To enable the Minister in charge to fulfil all his obligations under the proposed arrangement it will be further necessary that the State Archives should be made directly answerable to him and should be empowered to discharge, on his behalf, all functions owing their origin to these obligations. The status of the latter should be suitably raised in order to make it possible for him to shoulder the new responsibilities proposed to be vested in him". They pointed out that under the existing arrangement the Director of a State Archives has very little real power, and no active role in the record administration programmes of the Government. They concluded "we consider that the changes we have suggested cannot be effected except by defining precisely by a statutory enactment the scope of the powers or responsibilities proposed to be vested in the Ministers as well as the head of the State Archives, though we believe that the instructions relating to the detailed working of the scheme we have in view may be suitably embodied in executive orders issued under the authority of the proposed act". According to them the obligation of the State Archives in relation to record management programme in the State should be drawn up precisely on the same line as indicated by them for the Union except with such adaptation as local conditions may necessitate.

(5) The views of Dr. Baliga, M.A., Ph.D. (Lond.) Curator, Madras Record Office 1934-58.

Dr. Baliga has raised the question whether the Archivist is expected to assist the administrators whose records are in his custody, and if so, what is the nature and extent of the assistance he should render to them. This question, as he admits, is faced by every archivist.

It has not been explicitly admitted that the Archivist should render any active assistance in the day to day administration. No doubt he furnishes the records called for and assists the administrator in intricate search cases. Whenever the Archives is away from the seat of the administrator, it is necessary to depend on the Archivist who is equipped with all the critical apparatus like the guides, the catalogues, the indexes and the lists. According to Dr. Baliga, the administrator cannot be expected to know everything about the original development and the various aspects of any given subject. In such cases the Archivist can render effective assistance to the administrator. "Denial of such effective assistance may result in the administrators unknowingly passing orders based on incomplete or ill-digested information supplied to them". He has cleared the doubt whether the non-current records are useful to the administrator. He pointed out that the policies of the present which may appear to be new, might have been tried and abandoned in the past. He rightly remarked that we cannot ignore the past. In this context I may refer to the debate in the Madras Legislative Assembly on temple entry in 1932 which sheds light on the weakness that Caste system, with its shadow untouchability, has produced in Hindu Society. In fact the policy of the present Government for a Casteless Society and inter-caste marriage is closely linked with the historical developments in the State. These ideals are deep rooted. The D. M. K. is the logical successor of the Justice Party and the Self Respect Movement which stood for Progress and Social Revolution. However, Dr. Baliga, had welcomed the changes that has come in Government, to ask for the connected papers of the subject

under consideration and asking for a note on the subject. However, his opinion was that the Secretariat should send the correspondence under consideration so that the office may put up all relevant papers throwing light on the points raised in it so that the Secretariat may be well informed. This will provide the archives an opportunity to send a more relevant note on the subject. Baliga has rightly concluded that the Archivist is eminently fitted to render active assistance to the administrators. However, it should also be said with praise and gratitude that the voice of Baliga was echoed in the recent order of Government admitting that one of the functions of the Director is to be an adviser to the Heads of Departments. This is indeed encouraging and refreshing to an archival mind. Once the importance of the Archives is appreciated, Government will easily comply with the essential requirements of the office in regard to preservation and publication.

The value of Archives for national planning and reconstruction is not sufficiently realised. The Archives as they do contain a record of all the achievements and aspirations of past Governments, is a mine of information on all administrative, economic, and social schemes for reform. In them are treasured up the most considered views and ideas of the experienced statesmen, administrators, legislators, special officers, committees, Heads of Departments, and the remarks, opinions and orders of Government. The criticism of the Press, and the resolutions on the platform are also available. The Publications of the Madras Record Office, the recommendations of the Estimates Committee on the subjects on which Compendiums are to be written, the overall administrative control of the State Archives over the publication of State Gazetteer and the District Gazetteers and the guidance to Researchers who work on important subjects affecting social, economic and political changes in the country would indicate the importance of the Tamil Nadu Archives. The Director of the Tamil Nadu Archives may be included as a member of the State Planning body and he may be associated with other councils and committees on Development and Welfare as is the case with the Director of Archives,

Maharashtra. He can thus actively assist the Government in regard to administration. The Director of Archives may also be asked to furnish to the Government ideas, opinions, suggestions and schemes for reform. As suggested, the administrators themselves may periodically visit the Archives, where special accommodation and attention may be given to consult the relevant records on those subjects or problems of which they are seized of.

#### Conclusion

A study of the views of these authorities on Archives reveal a need for a re-orientation of thought about the Archives.

(1) In the light of the opinion of Macqueen, it is absolutely necessary that those allotted to this State under the Indian Administrative Service should be trained atleast for a short period in the Archives to familiarize themselves with the records in the Archives. For this a training course lasting for three to six months may be instituted, after which period they may be asked to submit a research paper on the study of the records of any particular Department not exceeding ten years. A similar training may be made compulsory in the case of Professors of Government and Private Colleges, of course, with a two year Degree course to do their Doctorate in the Tamil Nadu Archives before they are confirmed in their posts. This scheme will naturally arrest the fall in the standard of I. A. S. personnel and College teachers. Primarily a general fall in the standard of Teachers is responsible for the fall in the standard of Students, which is immediately reflected in the entrants to the I.A.S.

(2) The Director of Archives may be appointed as an adviser to Government in view of his custodial rights and in view of the records which are placed under his custody. This will undoubtedly give him the proper position among the hierarchy that it will be convenient to provide the necessary information to Government on matters pertaining to policy and reform in administration. No doubt he is an adviser to Heads

of Departments but experience shows that he should have access to Government to perform his duty.

(3) As for the opinion of Dr. Schellenberg and the Archival Committee, Archives should be an independent department directly responsible to a Minister in the Government who may be in charge of the Department of Archives. In Tamil Nadu, the Director of Archives may be appointed as ex-officio Secretary to Government in charge of the Department of Archives and responsible to the Chief Minister who looks after this Portfolio.

(4) As the Archival Committee has remarked there should be a state Archival Committee which should take early steps in consultation with the Director of Archives for the centralization, preservation and publication of public records in the State.

(5) To make the opinion of Dr. Baliga a reality, Government should refer policy matters to the Director of Archives who may study the records and the entire records in his custody in relation to the subject under reference and may send his views to the Government.

(6) The Director of Archives may be given an option to submit special papers on subjects which may face the Government.

(7) The Director of Archives may be appointed as a member of the State planning board and other councils and committees on Development and Welfare as in the case of Director of Archives, Maharashtra.

(8) A net work of Archival repositories for the centralisation of the District Records, especially vernacular records from 1857, may be organised in the head-quarters of all the fourteen Districts which would make Archives in this State to stand by the definition and meaning of the term 'Archives' and thus enable the Government and the Researchers to evaluate their importance.

## History of the Tamil Nadu Archives

BY

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Archival administration is widely recognised as an independent branch of Government business. The volume of records increases year by year thereby compelling the Government to plan the expansion of suitable buildings and their internal arrangements to the best advantage. Without records it is almost impossible to run any Government worth the name. The various policies adopted, their success or failure, unless recorded for the use and enlightenment of future administrators and posterity, will cause considerable impediment in embarking upon new schemes or modified schemes of old ones to yield good results. The outstanding achievements of eminent administrators of the past will not be made known to subsequent generations unless they are recorded and preserved. The defect of human memory or of human honesty also makes it imperative that every significant event or fact should be recorded in writing. But until the passing of an Act for keeping safely the Public Records in 1838 during the reign of Queen Victoria no serious thought seems to have been bestowed by the Home Government in Great Britain to centralise and preserve records which were until then under the custody of several persons and were kept in unsuitable buildings. The Public Record Office, London, under the direction of the Master of the Rolls, was the result of this Act.

It is a matter of pride to note that the East India Company's Government in Madras realised the importance and need for the centralisation of the Provincial records more than 30 years earlier to the enactment of Queen Victoria. In his memorable Minute dated 18-11-1805, Right Honourable Lord William

Cavendish Bentinck, President and Governor of Fort St. George observed as follows :

“ The consequence of preserving the records of this Government which we are now become exceedingly voluminous and the convenience which every Member of Government in general upon his appointment a perfect stranger to the details of former transaction would derive from having a regular index to each volume induce me to recommend that a Record Keeper should be appointed, the obvious that the person to be selected should be a Native, conversant with the business of the Officers and likely to remain in the situation, I beg leave to recommend for that situation Mootiah who has been engaged the respect of every Government ”. “ Resolved that the appointment recommended by Lord William Bentinck do take place and that the salary of Mootiah, the Principal Native servant in the Political and Military Departments be augmented to the sum of 80 Pagodas per month in consideration of the increased duty which will be entrusted to him.

In order to carry into effect the arrangement suggested to the Board in the Minute dated 18-11-1805, it was ordered that a large and commodious office should be immediately prepared for the reception of the whole of the records of this Government, instead of their being kept as it then existed, in separate and distant rooms. It was recommended that certain apartments on the north side of the Fort Square, considered to be well calculated for the purpose, be appropriated for keeping the records. The Superintending Engineer was directed to adopt urgent measures for making the necessary alterations and additions which might be necessary to those apartments, by opening doors of communication between the several rooms and by preparing a sufficient number of Book Cases and Almirahs for the arrangement and Preservation of the records. This was the nucleus of an organisation to be developed into the Madras Record Office, now known by the name Tamil Nadu Archives, almost a century later.

In 1902 the Secretary of State for India, in his Despatch dated 28-11-1902 addressed to the Governor General of India in Council, observed that on more than one occasion old records had been sent to United Kingdom from Bombay for purposes of repair in such a state of dilapidation as to occasion a doubt whether paper in Indian Archives could for any long period resist the action of a tropical climate. He was aware that the bad state of most of these documents and the utterly hopeless condition of some of them might be due rather to the carelessness of bygone years than to the deteriorating influences to which they were then exposed. This Despatch of the Secretary of State was written when Mr. S. G. Hill, the officer in charge of the records of the Government of India, happened to be in the United Kingdom. The Government of India forwarded a copy of the Despatch from the Secretary of State together with a copy of the Memorandum prepared by Mr. Hill, Officer in Charge of the records of the Government of India, for the better preservation of official records to the Government of Madras and requested for a report on the condition of the records at the Head-quarters of the Government of Madras and also in the district offices of the Madras Presidency. Mr. Hill's proposals envisaged among other things (i) the transfer to a Central Record Office of all documents prior to 1800 which were then lodged in district record offices, thereby relieving district officers of the charge of those records (2) the establishment of a Record Department with full authority of the officer in charge of records of the Government of India over all the local record offices and with at least one educated European and an adequate native staff at each such office and (3) the amalgamation of the Government of India and Bengal Record Offices and possibly of other Calcutta Record Offices and similarly, of all record offices in Madras, Bombay and other local capitals so that all documents upto, say, the abolition of the East India Company might at once be collected in a single building built on scientific principles - these buildings being calculated to receive fresh accessions of records from upcountry stations as the staff at each record office would be able to deal with them, and all records

of a certain age being ultimately passed into the hands of the Imperial Record Department in India. —

As seen earlier, long before the receipt of Mr. Hill's proposals, the general question of record administration had been receiving much attention from the Madras Government from time to time. Several attempts were made to eliminate the useless portions of the records. In 1837 Mr. George Garrow was appointed for the purpose. His death in 1838 put a break to the scheme. His work was continued by Mr. William Huddleston in 1858. As this officer had other special duties to attend to, he could do it only during his leisure hours. Mr. Talboys Wheeler succeeded him in 1860. He made a thorough examination of the records and embodied the results of his labours in his valuable report known as the Hand-book to the Madras Records. A lot of useless books and papers were weeded and sold out by public auction. Till 1889 the General Record Department was located in the old Banqueting Hall and the gallery round it. As this was not an ideal repository for records, they were shifted to the commodious building vacated by the Government Press establishment and it was converted into a model record room. The arrangement looked so fine and perfect that when Professor G. W. Forrest, Officer in Charge of the Imperial Library and Record Department, Government of India, visited Madras in 1891 he was pleased to make the following encomium about the Record Room.

“Madras has been in advance of the other provinces of the Empire in possessing a Central Record Office in which the records are carefully tended and protected from damp and dirt.”

After the visit of Mr. Forrest notwithstanding the high tribute passed by that Officer, much more attention was paid not only to maintain the efficiency of the record room but also to improve it as far as possible by reclaiming old volumes from decay and securing them in durable calico cases ; by reprinting old and tattered documents by providing additional rack

accommodation wherever found necessary; and by introducing flat file system of record keeping in all branches of the Secretariat. Measures were also taken to protect the records from fire.

After mature consideration of all aspects of the case the Government of Madras replied to the Government of India on the following lines :

(1) the preservation and arrangement of records at the head-quarters had received the attention of the Government for many years.

(2) the old records of the Board of Revenue were fairly in good condition as also those of the High Court and the Deputy Collector, Madras.

(3) the Collectorate records were generally in good order. Information was being collected in regard to the volume and contents upto 1800.

(4) the question of the transfer of the old records from the district offices to a central record room at Madras would receive the careful consideration of the Government but that this could be accomplished *only when more accommodation was provided at Madras.*

(5) the officer in charge of the Imperial records (Mr. Hill) could not be given full authority over all the local record offices.

(6) the Madras Government was wholly opposed to the suggestion of Mr. Hill that the old records should be transferred to Calcutta (the then head-quarters of the Imperial Records and the Government of India) as no advantage would be gained with respect to their preservation as the climatic condition of Calcutta was believed to be worse than that at Madras. It was also pointed out that the objection raised by Sir C. J. Lyall, a high official of the Government of India, that it was dangerous to concentrate all records in a central place in a Province would apply with greater force to their concentration

in a single place in India, for the whole lot would get destroyed in case of enemy attack, fire or earthquake. The Government of Madras also doubted the soundness of the views that a proper arrangement and publication of the records would lead generally to more successful administration or to a deeper insight into the character of the native races among whom the European Official had to work and as under Mr. Hill's scheme all records of a certain age would pass into the Imperial Record Department at Calcutta, the Madras or Bombay officer would have to acquire the knowledge of what his predecessor had done or of the conditions which prevailed when the people of the country were less under foreign influence from a perusal of the books written by Mr. Hill and his successors in the Imperial Records Department, who could not possibly have the local knowledge of all parts of India which would render their compilations accurate and trustworthy and

(7) that this Government was unable to admit that the spirit of historical research was non-existent in India. On the contrary they thought that this country might esteem itself fortunate in the quantity and the value of historical studies. Some of the District Manuals of this Presidency testified to great historical research on the part of the officers who edited them and it could be imagined how the labours of those Officers would have been impeded if the ancient records had been removed to Calcutta or to England. Had not the materials been at hand, the historical portions of those Manuals would probably never have been written. The Madras Government strongly protested against any scheme which would result in the removal of all records of historical interest from this Presidency. This Government also considered it of the utmost importance that such materials as do exist for the local historian and antiquarian as well as for the constant purpose of investigation of claims to ancient tenures and the like, should be most carefully preserved. They could not conceive a more humiliating reflection on the administration than that it permitted its local historical treasures to be removed from the province to Calcutta or to England without the strongest protest.

In conclusion, the Government recommended that the records of each province should be made as complete as possible: that gaps should be filled by means of copies obtained from other offices: the gaps in India Office being supplied from India and those in each Presidency from the India Office or from other Presidencies, but that the original records of each province should remain in the custody of the local Administration.

Thus was set the stage for the organisation of a Central Record Office to be christened as Madras Record Office upto 1968 and thereafter as Madras State Archives and when the Madras State was renamed as Tamil Nadu, the name of the office was again changed into Tamil Nadu Archives which name it bears to day. Within three months of the despatch of the letter to the Government of India, we find Sir Murray Hammick, the then Chief Secretary to Government, calling for papers about the bungalow near the South Indian Railway Station, Egmore, known as "Grassmere" which was Government property and on which the Consulting Architect to Government proposed to build offices for the Surgeon-General, Sanitary Commissioner and Sanitary Engineer. But the existence of a sewage farm (since converted into a panoramic Maidan with several Stadia in it) to the south of the plot "Grassmere" stood in the way of constructing office building for these three offices. After considerable discussion lasting nearly two years it was finally decided that the "Grassmere" site would be very suitable for constructing a building to house records as there was the objection of the noise of the Railway Station to the site for offices in general. It was also thought that a building on the open beach was not desirable to keep the records for all the buildings on the sea face would be destroyed in an attack on Madras from the sea sides. (The authorities could not have visualized an air attack in those good old days). The only objection to this proposal was its distance from the Fort and Chepauk but this was overruled. Early in 1906 the Consulting Architect was requested to prepare plans and estimates to construct a building to house the records. A

building costing Rs. 2,20,323 and Rs. 1,16,981 for record racks was got ready by October 1909 with a permanent staff of one Superintendent, two Assistants (now designated as Office Assistants) five Referencers, three Clerks, two typewriting Clerks, nine attenders, one durwan, two peons, one gardener and one scavenger (Sanitary worker) and a temporary staff of 3 Clerks, 2 Typewriting clerks and 1 attender. The office was opened in October 1909. Thiru C. M. Schmidt who as Registrar of the Chief Secretariat had been in charge of the old records in the Fort St. George and who had then become the I.G. of Registration, was put in charge of the newly formed Record Office. But this arrangement was never intended to be anything more than a temporary expedient. It had all along been the desire of the Government to appoint a fulltime officer possessed of special qualification for the charge of the Record office and the question was only deferred until the new Record office buildings have been completed and the Secretariat records transferred thereto. Now that this has been achieved, the Government of India was addressed to depute an officer of standing in the Government service, preferably a member of the Indian Educational service, to be in charge of the records for a period of two years in the first instance, before the expiry of which it would be possible to judge of the results obtained and what permanent arrangements would be desirable.

The Government of India, having sanctioned the deputation of an officer of standing in the Government service, preferably a member of the Indian Educational Service, to be in charge of the Madras Record Office for a period of two years, early steps were taken to depute an officer for the purpose. The officer so deputed was to be designated as Curator of the Madras Record Office and his general work would include among other things,

- (1) the proper arrangement and cataloguing of the various papers and records;
- (2) the deciphering and printing of the older records;

(3) the preparation, under the orders or with the previous approval of Government, the selections from the records ;

(4) the publication of calendar of old documents for selected periods ;

(5) the preparation of Press Lists.

He was required to examine the Secretariat records then in the Madras Record Office and submit a full report on them on the model of Talboys Wheeler's "Hand book to the Madras Records". He would also visit occasionally Collectors' record rooms and those of other important offices in the mofussil and suggest measures for their preservation and proper arrangement.

He was not, however, allowed to undertake any literary work without the prior permission of Government.

Mr. Henry Dodwell, I.E.S. who was a permanent Additional Professor of English in the Presidency College and who was then acting as Vice-Principal, Teachers' College, Saidapet was appointed as Curator, Madras Record Office with effect from 15-4-1911 for a period of two years.

Consequent on this appointment, the work of preparing Calendars of records beginning from the year 1740 was ordered to be resumed. Side by side with this work together with those already enumerated, Mr. Dodwell was desired to take up the publication of volume IV of the Diary of Ananda Ranga Pillai who was Diwan or Dubash of the famous Dupleix, Governor of Pondicherry. In this connection it may be pointed out that in 1897 the Government decided to publish the private Diary of Thiru Pillai consisting of 17 volumes of manuscript. The Diary covers the period from 1736 to 1761 and is a mine of information regarding the customs of the day, the private life of Dupleix and the history of the period. Apart from the personal and domestic items it affords a continuous and intricate history of the public and private life of Mr. Dupleix and much valuable and original information

regarding Mahe de La Bourdonnais, Paradis, and other distinguished personages of the time. Through the courtesy of M. Armand Callois Mont burn, the then Mayor of Pondicherry, the manuscript of the journal in 17 volumes, was obtained on loan and placed at the disposal of General Mcleod, British Consular Agent at Pondicherry under whose superintendence an accurate copy was made by a special staff of clerks. The translation into English was entrusted to the Tamil Translator to Government with instructions that the original should be followed as closely as the idioms of the two languages would permit. The work of translation for which a special staff was employed in the Tamil Translator's office was completed in June, 1896.

In 1897, Sir John Frederick Price, I.C.S. (retired), late Chief Secretary to Government expressed his willingness to edit the translation and the Government thankfully accepted his offer. By 1912 two volumes of the Diary were published while a third volume was in the Press. This rate of progress had not been as rapid as the Government hoped. But Sir Frederick had other heavy calls upon his time, especially the production of his History of Ootacamund and an honorary editor could not be expected to devote the same amount of time to the work as a paid one would. These, together with the departure of Sir Frederick from India, made the Government entrust the work of publishing the remaining volumes (vols. IV to XII) to Mr. Dodwell, the newly appointed Curator.

In 1909, the year in which the Madras Record Office was organised, a set of rules for the receipt of records was issued. According to this, the several Departments of Secretariat, except the Public Works Department, should transfer annually to the Madras Record Office, the records appertaining to the eighth year previous. The Public Works Department was allowed to retain records for fifteen years, transferring annually the records of the sixteenth year previous. This distinction was necessitated by the fact that the Public Works Secretariat was then located in Chepauk. Before transfer, records should be examined in accordance with the rules in force in each Department and

every paper not worthy of preservation should be removed. The remainder should, before transfer, be arranged in accordance with the instructions given below :—

- (1) The originals and printed copies of proceedings shall be placed in separate bundles, each according to date.
- (2) These bundles shall be protected on both sides by wooden boards.
- (3) A printed label, indicating the Department, the nature of the records, their numbers and their dates, shall be attached to the front board of each bundle.
- (4) These labels shall be protected by the special process of varnishing adopted in the General Record Department.
- (5) A slip of the colour assigned to each Secretariat Department shall be pasted above the label.

Records in the Routine series of disposals which is adopted for unimportant disposals shall not be transferred.

Four sets of Proceedings Volumes, Indexes and Table of contents are also to be transferred.

The above rules have been modified several times as the position warranted and the latest instructions are as under :—

The Central Record Branch in the Chief secretariat will deposit annually with the Madras Record Office the following records of the fifth year previous :—

- (1) Originals of Proceedings in the manuscript series.
- (2) Printed copies of Proceedings.
- (3) One set of Proceedings Volumes and four copies of the Indexes of all Departments of Secretariat.
- (4) One set of the Proceedings of the Board of Revenue.
- (5) Index of the Proceedings of the Board of Revenue.

Personal Registers of the several Departments of the Secretariat are also being received for safe custody.

From the time of Lord William Bentinck (1805) the administration of records was vested in the Public Department. But in 1917 this was transferred to Finance Department. Since the Chief Secretary to Government was also in charge of the Finance Department until the appointment of Mr. P. L. Moore, I.C.S., as the first Finance Secretary in 1920, the Chief Secretary, however, continued to be the Head of the Department in respect of records administration, until Mr. Moore assumed charge as Finance Secretary to Government.

In every record administration, preservation is an important aspect without which no record administration can be effectively carried out. In 1913, a small staff of two Attenders was sanctioned to mend the old records. In 1920, Mr. Dodwell made a comprehensive proposal for mending the old records on the lines adopted in the Imperial Record Office, Calcutta which he himself visited to study at first hand the system in vogue there. He stated that it was necessary that all papers in bundles between 1857 and 1895 should first be flattened and jacketed and secondly that the same thing should be done for papers earlier than 1857. For this, he proposed a permanent special staff consisting of 8 Mending Attenders and a Clerk. Of these the Clerk and two Attenders were to be trained in the Imperial Record Office for two months in the various types of repair. The Government sanctioned, for a beginning, the employment of one Clerk and two Attenders and their deputation to Calcutta for training in the Imperial Record Office for two months. Six more Mending Attenders were sanctioned in 1921 when the Clerk and the two Mending Attenders returned from Calcutta after training.

This marked the beginning of a new era in the preservation aspect of record administration. At present this branch consists of 20 Menders (now designated as preservation clerks) and 6

Mending Attenders whose work is supervised by an Office Assistant assisted by a Junior Assistant.

In 1922, Mr. Dodwell went to the United Kingdom on long leave and the office was put in charge of the Superintendent. Thiru C. M. Schmidt, Director of Office systems, who had had previous association with the records and office was to exercise a general supervision over the Office. At about this time Mr. Dodwell received an invitation from the University of London (without any solicitations on his part) offering a newly created Chair in Indian History tenable at the School of Oriental Studies. This had all the appearance of being one of those rare opportunities which no one in his position and with his tastes would willingly let slip. At the same time it was difficult for him to judge, without actual experience, whether the offer was really such an opening as he thought it to be or merely a *cul-de-sac*. He therefore thought it more prudent not to resign the job of Curator but preferred to take it up while on leave in the U.K.

Regarding the performance of the duties while on furlough he reported as follows:—

(i) *Diary of Ananda Ranga Pillai*:—Vol. VIII was almost ready for issue; Vol. IX has been sent to Press for proof; Vol. X was under preparation and Volume XI which would complete the work was the only one untouched (on the final analysis it was found that there are 12 Vols. in the series). As the work on these publications was far advanced towards completion it was considered desirable that he should complete the remainder of the work by correspondence with the clerk employed on that duty in Madras as was done by Sir Frederick Price in the case of Vols. I to III subject to an understanding that should he received permission to retire without returning to his duties as Curator he should be given some honorarium for the work done. This was fixed at £40/- per volume excluding postage.

(ii) *Calendar of Despatches*:—Volume II awaited copies of papers from England and were expected in a day or two;

Vol. III was under preparation. He recommended that this work should be suspended until his return or until the appointment of a qualified man in his place.

All these suggestions were approved by Government and he was permitted to accept employment in the United Kingdom while on leave. He, however, did not return from leave but was permitted to retire on proportionate pension with effect from 3-1-1924 as though he were still a member of the I.E. Service when he was confirmed as Curator in 1914.

Thiru C. M. Schmidt, who after retirement, was holding a temporary post of Director of Office Systems was placed in additional charge of the Record Office in 1922, when Mr. Dodwell left for the United Kingdom. But in 1923, consequent on the abolition of the post of Director of Office Systems, Thiru Schmidt ceased to be incharge of the Record Office also. From 1923 to 1925, the Collector of Madras (Mr. A. R. Cox, I.C.S., Mr. H. T. Reilly, I.C.S. and Thiru R. Ramachandra Rao in that order) was placed in additional charge of the office. As this arrangement was found to be unsatisfactory, Thiru V. Sekhara Menon, a retired Assistant Secretary to Government, was posted as full time Curator in 1925. It was during this period that a special rate of search fee for services undertaken among the records with reference to copy applications was introduced. For the first time in the history of the office, Research Scholars began to make use of the records for research in the year 1924-1925. It is relevant to point out in this connection that the Indian Historical Records Commission at its second Meeting held at Lahore in January 1920 passed a Resolution to the effect that Officers in charge of records should encourage research. In pursuance of this Resolution the Government framed for the first time a set of rules regulating access of the public for *bonafide* historical research. Arrangement, listing and preparation of an abstract of each volume of Danish records by the Rev. Mr. Heiberg was also ordered during this time. The preservation of London Gazettes in the Madras Record Office was also ordered to be discontinued at

about this time. Cowle Ventilators were provided to Record Blocks during this period.

Thiru Sekhara Menon held the post of Curator for just over a year. In 1926 the Government sanctioned the creation of a special temporary appointment of Editor of the Gazetteers and Curator of the M. R. O. for a period of two years. Mr. J. J. Cotton, I.C.S., District and Sessions Judge was appointed to this post. During the tenure of this appointment the separate post of Curator of the M. R. O. was held in abeyance. For work connected with revision of the Gazetteers, Mr. Cotton was given the assistance of a special staff including a gazetted Personal Assistant. Mr. Cotton did not continue in service for long, for on 20th June 1927, within less than a year of his assumption of duties as Editor and Curator, death laid its icy hand on him. In consequence the Personal Assistant to the Editor held temporary charge of the Office as an interim arrangement. It was also decided not to appoint a successor for the time being to Mr. Cotton as Editor. The work of completing the 'B' Volumes of the District Gazetteers was entrusted to the Personal Assistant while the matter collected by Mr. Cotton for the 'A' Volume of the Nellore District was to be preserved by the officer for the time being in charge of the Record Office until another Editor was appointed. This being the decision in respect of the Editor's post, the question now was in regard to the post of Curator. Thiru A. V. Venkatarama Ayyar, M.A.L.T., who held a permanent appointment in the Subordinate Educational Service and who was then officiating as Additional Professor, Presidency College in the Madras Educational Service, was appointed to officiate as Curator, M.R.O. A noteworthy event that took place in his time was the construction of an additional Block to which was transferred all the records prior to 1857, this proposal having been originated during the period when Mr. Reilly was in charge of the office. At about this time Mr. H. A. B. Vernon, I.C.S., Collector of Madras was requested to examine the state of progress so far achieved in the revision of the Gazetteers and to report what had been done and what remained to be done. Again early in

January 1928, Mr. Vernon who had in the meanwhile become a Member of the Board of Revenue was put on special duty for a period of 3 months to investigate the working of the M. R. O. He was also required (1) to complete the preparation of 'A' Volume of the Nellore District Gazetteer, (2) to report to the government on the material left by the late Mr. Cotton for the preparation of 'A' Volume of other District Gazetteers and (3) to supervise the completion of the preparation of 'B' Volumes of District Gazetteers. Thus we find two officers, Thiru A. V. Venkatarama Ayyar as regular Curator and Mr. H. A. B. Vernon as Editor of Gazetteers and Special Officer, M.R.O., the latter for a period of three months. ✓

Mr. Vernon submitted an elaborate report on the working of the M. R. O. and made certain suggestions for a programme of work to be done in it. Some of his suggestions were :

(1) Since the Curator is required to examine Collectorate Records before destruction, the establishment in M. R. O. should include in its Clerks who know among them all the vernacular of the Presidency.

(2) The Library should be organised, eliminating unnecessary books and periodicals and a permanent member of the staff should be held responsible for the maintenance of the Library.

(3) Preparation of a Hand book and Catalogue of the Revenue Records.

Early in 1930 a temporary appointment on the superior scale in the I.C.S. cadre was sanctioned for a period of two years to examine and submit a report on the Revenue Records. Mr. P. Macqueen, I.C.S., who was appointed to this post was also to be Curator, Madras Record Office. The post of Curator sanctioned in 1927 and held by Thiru Venkatarama Ayyar was allowed to be retained but the designation was altered as Assistant Curator from 1-4-1930. Thiru Venkatarama Ayyar did not, however, continue as Assistant Curator for long, for within a few months he reverted to the Education Department. Thiru N. Kelu Nayar, Deputy Collector, who was then holding

the post of Second Presidency Magistrate and who was to retire on 10-10-30 was re-employed as Assistant Curator.

Mr. Macqueen went on leave for six months from 6-8-1930 and the Assistant Curator was placed in charge of the office until 19-8-1930 when Mr. G. T. Boag, I.C.S., was appointed Curator. Mr. Boag handed over charge to the Assistant Curator on 5-1-31 who again held charge until 10-3-1931 when Mr. Macqueen returned from leave. During this period 121 volumes of Dutch records previously kept in Bombay and Calcutta Record Offices were transferred to Madras Record Office and added to the volumes of similar series numbering 1642 already available. A copy each of (1) Letters Patent issued by King George II constituting the Mayor's Court at Madras Patnam etc. dated 8-1-1753 (2) Letters Patent issued by King George III constituting the Recorder's Court at Madras dt. 20-1-1798 (3) Letters Patent issued by King George III constituting the Supreme Court of Judicature at Madras dt. 26-12-1800 which were obtained from the High Court in 1904 for being presented to the Victoria Memorial Hall, Calcutta but were ordered to be retained in the Madras Record Office were returned to the High Court as desired by the then Chief Justice.

As already stated, Mr. Macqueen, I.C.S., while holding the post of Curator, was mainly concerned with the work of Indexing Revenue Records and the preparation of District Hand-books. As this special work was nearing completion and was expected to be over in the course of 1934-35 the Government decided to make permanent arrangement to fill up the post of Curator relieving Mr. Macqueen of this charge. It was therefore decided to appoint to it a person who held a first or second class degree of B.A. (Hon.) or M.A. in History, Economics and Politics with History as his main subject with special reference to the History of British India and the Madras Presidency. After appointment he was to be trained for a period of not more than six months in England in the technique of the preservation of records. Dr. B. S. Baliga, Ph.D. (London) was selected for appointment to this post.

Dr. Baliga joined duty on 23-8-34. After a short stay in the Record Office till about the middle of September he proceeded to England to make a special study of the technique of the preservation of records for a period of three months, excluding the period of his voyage to England and back. On return from England, Dr. Baliga underwent a further course of training for a period of about three weeks under Lt. Col. H. L. O. Garret, Keeper of the records of the Government of the Punjab and finally spent about a month under Mr. Macqueen in the Record Office before taking charge of the duties of Curator. Thus began a new era in the history of the Tamil Nadu Archives.

In 1934, the office became an Institutional Member of the British Record Association. This is a premier Association of its kind, the objects of which are co-operation between all Institutions or individuals concerned with the preservation and study of records, the accumulation and dissemination of technical information and advising private persons on preservation of private records.

As a prelude to the introduction of Provincial Autonomy under the Government of India Act, 1935, the business among the Departments of the Secretariat was revised and in this revision the subject "Madras Record Office" was transferred to the Education and Public Health Department from the Financial Department with effect from 1-4-1936.

Consequent on the formation of a new Orissa Province records relating to that State were separated and transferred during the period 1935-1936. In 1935 the construction of two additional Departmental Blocks was sanctioned and the work was completed in 1938. Two Assistants were sanctioned for the weeding and destruction of old records in 1937 (This establishment was retrenched as a measure of economy in 1948). As a precaution against fire, the windows near the northern walls of Blocks 4 and 6 which were dangerously near private building were completely blocked up by fixing steel plates to the windows without affecting the north elevation of the Blocks. A proposal

to widen the office compound on the southern side by 30 feet to ensure the safety and cleanliness of the Blocks of the office especially of the two new Blocks constructed on that side, was approved by Government as the adjoining vacant plot on that side was converted into a playground by the Madras Corporation. The Dutch records, 121 in number, received from Bombay and Bengal were got catalogued by Rev. Father J. Fruytier, Regimental Chaplain and Parish Priest of St. Thomas Mount who was paid an honorarium of Rs. 250/- for the work.

In the meanwhile war clouds (Second World War) began to move towards the shores of Madras. We had had the bitter experience of the German submarine "Emden" bombarding the High Court premises in the first World War when the number of sophisticated weapons were very few and the speed of attack much less when compared to the *Blitz Krieg* of the Nazi and Japanese war Machine. Therefore steps were taken early in 1941 to shift some of the important records to a place a few miles away from their permanent abode in Egmore, situated as it is very near the Egmore Railway Station, a major target of attack. This was soon followed by a general transfer of all original records, including those already transferred, to a more distant place in the interior as soon as Singapore was captured by the Japanese in February, 1942. The furnishing of records to the several Departments of the Secretariat for their daily reference from a distant place naturally created some difficulty. The Postal authorities, having refused to carry the records required by the Government every day in the Postal Van, it was ordered that they should be sent by Railway parcel. From experience this arrangement was found to be unsatisfactory and it was finally decided to send a messenger with the records to Madras daily until the office was shifted back to Madras in 1950. As a result of the formation of Andhra State in 1953, the Madras Secretariat was reorganised and in this reorganisation the administration of the Record Office at Government level once again vested with the Public Department after a lapse of more than thirty years.

The office became a subscriber to the 'Indian Archives' a quarterly publication of the Imperial Record Department (now National Archives of India) in 1947 as also the 'Archivum' published by the International Council of Archives, Paris and the "Madras Information" published by the Government of Tamil Nadu in addition to the 'Archivist' published by the British Records Association, London.

In 1952, the old books and periodicals received under the Press and Registration of Books Act, 1867 and kept with the Registrar of Books were transferred to this Archives and this is being continued annually on a regular basis. This has considerably increased the utility of the Archival Library. In 1953 all the records exclusively relating to areas transferred to Andhra Pradesh were separated and transferred to the Government of Andhra Pradesh, and in 1956, consequent on the reorganisation of States on linguistic basis, records relating to areas transferred to Mysore and Kerala were also separated and transferred to the Governments of Mysore and Kerala.

In 1954 the Government ordered that the old District Manuals and District Gazetteers which were compiled many years ago and which have become out of date should be revised and reprinted. This work was entrusted to the Curator, Dr. B. S. Baliga assisted by the Asst. Curator both of whom were paid a special pay of Rs. 200 and Rs. 100 p. m. respectively for this additional responsibility. A special staff was also sanctioned. This arrangement continued until the premature death of Dr. Baliga in 1958. Thereafter, for a short period the Asst. Curator continued to be in charge of the work already on hand. (A separate State Editor exclusively for the revision of District Gazetteers was appointed in 1961).

In 1957, a scheme for the preparation of Compendiums on important subjects connected with Public Administration was approved by Government. This was also entrusted to Dr. B. S. Baliga, the then Curator who was paid an honorarium of Rs. 100/- p.m. with a special staff to collect the relevant

materials. According to the approved programme Dr. Baliga, was to prepare Compendiums on more than 40 subjects but he could complete only three and the fourth one almost complete before his sudden death. Thiru S. R. Kaiwar, I.C.S., the then Secretary to Government, I.L.C. Department, however, completed the unfinished Compendium. Since then the work has not been revived although a special Compendium on the origin and growth of the Board of Revenue, which was not included in the original list, was prepared and issued.

Consequent on the untimely death of Dr. Baliga on 21st September, 1958, the Assistant Curator was placed in full additional charge of the Curator's post pending the appointment of a Curator. The listing and cataloguing the Persian Records were undertaken with the help of a small staff of two Persian knowing Munshis and one Clerk under the supervision of Thiru Hyder Ali Khan, Assistant Professor of Urdu (afterwards Lecturer and finally Reader, Madras University).

The Assistant Curator continued to be in charge of the Curator's post also until 16-2-1961 when Thiru S. Chidambaram, I.A.S., was appointed as Curator. The post of Curator was consequently declared equivalent in status and responsibility to that of a Deputy Secretary to Government of the I.A.S. cadre in the senior time scale. Thus the post which began with the appointment of an I.E.S. Officer, once again reverted to the All India Cadre after several vicissitudes. Thiru Chidambaram did not, however, continue as Curator for long. His sad demise on 9th October, 1962 brought in another interregnum and the Assistant Curator held full additional charge of the post of Curator also until the appointment of Thiru C. P. Kelu Erady, I.A.S. on 30th October 1962. Thiru Erady was, however, transferred and posted as Controller of Stationery and Printing, Madras on 5-2-1963 from which date onwards, the Assistant Curator again held charge until 3-1-1966 when the post of Curator was temporarily converted to the grade of a Deputy Secretary to Government (non I.A.S.) and Thiru G. Victor Solomon, B.A. (Hons.), officiating Deputy Secretary to

Government, took charge as Curator. He was replaced by Thiru J. K. Manickam, B.A., another Deputy Secretary to Government on 1-3-'66. He continued to act as Curator till 14-6-'67 when he was replaced by Thiru P. K. Nambiar, I.A.S., an Officer in the grade of a Secretary to Government. The post of the Curator was in consequence upgraded to that of a Secretary to Government in the senior I.A.S. scale from the date on which Thiru Nambiar joined duty as Curator. The nomenclature of the office and the officers were also changed as Madras State Archives, (recently again altered as Tamil Nadu Archives), Director of Archives and Assistant Director of Archives respectively. In the meantime, *i.e.* in 1967, the post of Curator was advertised for direct recruitment and Thiru S. Singarajan, M.A., M.Litt., was selected and appointed as probationary Curator from 5-1-'68. A temporary post of probationary Curator was also sanctioned with effect from that date in addition to the post of Curator held by Thiru P. K. Nambiar, I.A.S. According to the rules, as they now exist, a probationary Curator shall, within the prescribed period of probation, undergo (1) for a period of not exceeding three months a special study in England of the preservation of records and (2) such training as the State Government may by special order, prescribe in his case. It was, however, decided to dispense with the provision for deputation to England. Instead, Thiru Singarajan, the newly appointed probationary Curator, was required to undergo training in archival matters for two months in the National Archives of India, New Delhi and to spend one week each at the Record Offices in Bombay, Calcutta and Hyderabad on observational study. The period of training was extended by another two months to work with the Director of Archives, Tamil Nadu Archives, Thiru P. K. Nambiar. On 7-6-68 Thiru P. K. Nambiar was transferred and posted as Secretary to Government, Revenue Department and Thiru S. Singarajan, M.A., M.Litt., assumed charge of the post of Director of Tamil Nadu Archives with effect from the same date.

Now that a long standing arrangement has been made as a result of the appointment of Thiru S. Singarajan, as the Director of Archives, the preparation of Compendiums on important subjects of Public administration which was ordered to be suspended pending the appointment of a Director, has since been ordered to be taken up and a beginning has been made by the Director. There are 41 Compendiums awaiting preparation. The Director of Archives has been appointed as the Convener, Regional Committee for the Survey of Historical Records which is a branch of the Indian Historical Records Commission, the main task being to list all the Historical Records in private custody for the compilation of the National Register of Records. As Archives stands for one organic collection, the Tamil Nadu Archives is planning for bringing under its control the Central Record Branch of the Secretariat on the one hand and the establishment of Regional Record Offices in all the 14 districts of the State on the other.

Several improvements for the preservation of records on modern lines have been carried out during the past one year. Previously records were not deacidified before mending. By deacidification the records become much brighter. This also acts as a strong deterrent against record pests and the longevity of the records is increased considerably. Experience has shown that even after mending, the records get attacked by pests, silver fish, etc., after some years, notwithstanding the fact that a highly poisonous chemical is mixed in the paste used for mending the records. The technical staff employed in the Preservation Division is also now provided with better amenities. They were previously supplied with low tables of not more than one foot height and had to sit on small 'Manas' or Planks which could not obviously be conducive to comfortable working. It is a matter of pride that the entire staff of the

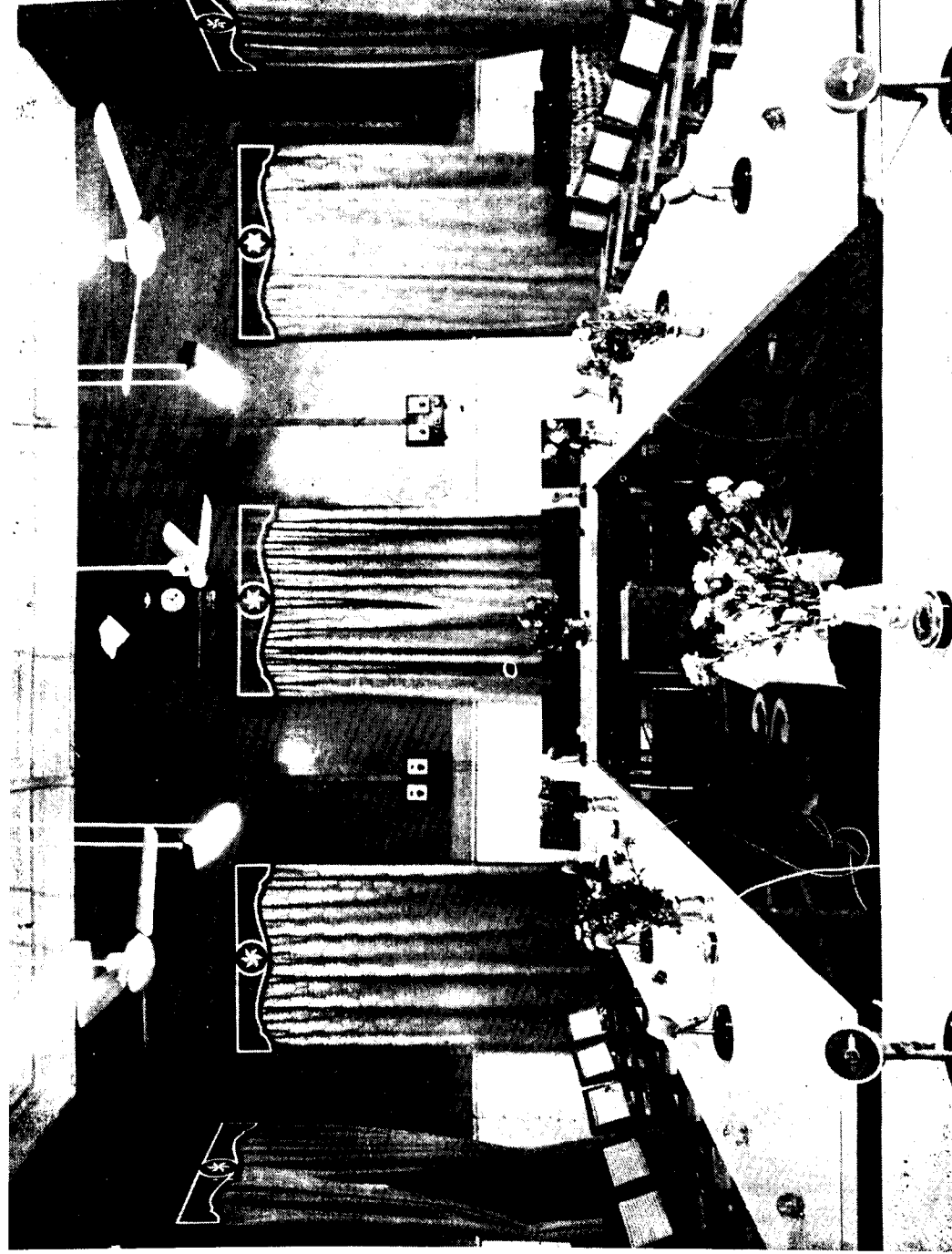
Preservation Division are now provided with excellent glass topped tables and rattan arm chairs which naturally goes to add to the efficiency and contentment of the Preservation staff. Another notable feature of the Preservation Division is that the temporary staff of this Division who were previously sanctioned for specific items of work have been diverted to a phased programme of mending of the valuable records in general. This naturally quickens the pace of preservation vis-a-vis the proposal to introduce lamination in the near future.

With a view to eliminating dust and fungus from the records and Record Stacks new Vacuum Cleaners have been purchased and they are being used extensively. Naphthalene Bricks whose pungent smell is much more effective in eradicating record pests than naphthalene balls hitherto used are being kept at suitable places in the Stacks. Repainting of the Record Racks has also been taken up to give a new look to the Stacks in general and the records in particular. In this process, as could be expected, the entire records have got to be emptied first from the Racks and this, in no small measure, gives a virtual wash to the records in its entirety when they get restored to the Racks after painting.

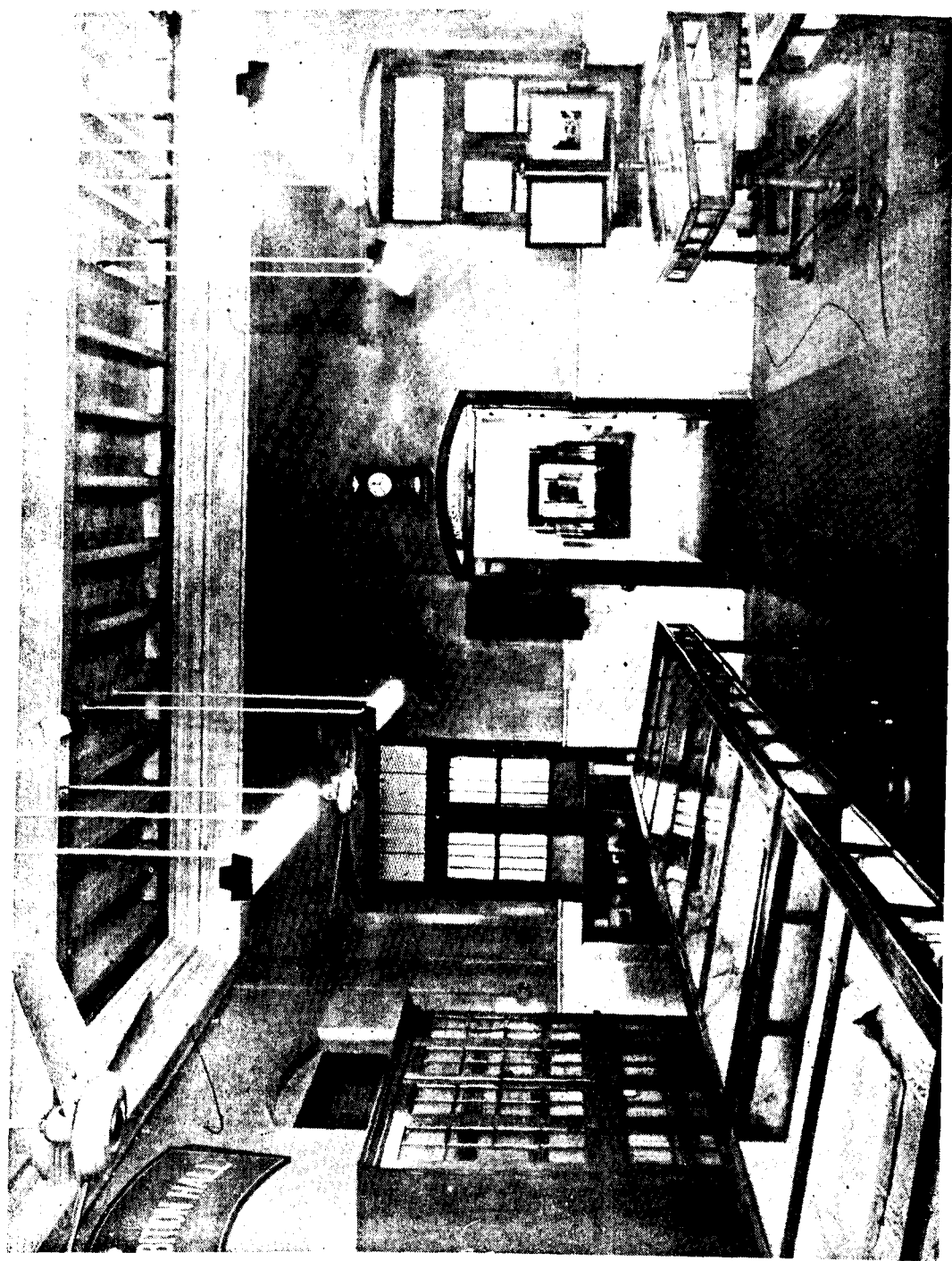
For some time past the office has begun to experience dearth of space to accommodate the regular annual accession of records, Research Scholars, improved methods of preservation etc., etc. The scheme to provide additional accommodation and other developmental schemes formulated a few years ago and kept in abeyance due to 'National Emergency' is being revived in right earnest and it is hoped that it would become an accomplished fact in the near future. The old and dilapidated wiring of the Direct Circuit system of electric supply which was a menace to the safety of records has been completely replaced

by new wirings of the Alternative Circuit system of current supply. All the old fans have also been replaced by new ones. Archival activity itself has gained great momentum. Above all we are thankful to the Government in having accepted our proposals to include Archival Development under the plan scheme and a beginning has been made when the Government sanctioned a Micro film unit, a Vacuum Fumigation Chamber and a Lamination Machine for 1970-71 under Part II scheme. With these modern amenities undoubtedly Tamil Nadu Archives will legitimately hold its rightful place among the premier Archives of the world such as the Archives de Nationale Paris, Public Record Office, England and the National Archives, Washington. The Archival collections of Tamil Nadu Archives is the primary source of historical materials in South East Asia, as Tamil Nadu itself is a prominent nerve Centre and a beacon light for the whole of South East Asia.





The Conference Hall in Tamilnadu Archives



Exhibition Hall





# Centralization of Records in Tamil Nadu Archives

BY

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*What is an Archives :* An Archives is the permanent repository for an archival accumulation. It is a place in which public records or other important historical documents are kept or preserved.

According to Shellenberg, all books, papers, photographs or other documentary materials regardless of physical forms or characteristics made or received by any public or private institution in pursuance of its legal obligations or in connection with the translation of its proper business are preserved or appropriate for preservation, by that institution or its legitimate successor as evidence of its functions, policies, decisions, procedures, operations or other activities or because of the informational value of the data contained therein. To give a wider scope to the term Archives, Shellenberg has defined “Those records of any public or private institution which are adjudged worthy of permanent preservation for reference and research purposes and which have been deposited or have been selected for deposit in an archival institution.”

*Functions of an Archives :* There is a vast accumulation of Government records every year. These records may be often required for reference and for administrative purposes. But they are to be well arranged, listed and indexed and housed in special types of buildings meant for their preservation. As the records created by the Government are valuable, the care of public records is a public obligation and a necessity. Such records reflect not only the growth and function of Governments but also the development of the nation. They are the ultimate proof and testimony of all permanent civil rights and privileges and

the immediate proof of the temporary profits and financial rights that are derived from, or connected with the citizens relation of the past years to the Government of to-day.

The materials produced and accumulated should be officially produced and deposited. The main functions of an Archives are to centralize all permanent records, to house them properly, to preserve them and mend them on up-to date lines, to throw them open for historical research, to publish regularly such of them as are of historical interest, to furnish them when required for legal purposes and to make them all promptly and readily available for official reference in carrying on the day-to-day administration of the State.

*Preservation* : The problem of preservation is to arrest the deterioration of paper which has been used for writing and printing. Paper generally becomes yellow and brittle. The paper kept in hot and dry climate becomes brittle. Temperature and humidity result in the growth of pests like book-worm, silver fish, cockroaches and a variety of fungus. Hence it is necessary to preserve these documents at an optimum temperature, preferably in an Air-conditioned room. The buildings should be specially designed with modern stacks with provision for proper protection against light, heat and relative humidity. It is preferable that the record rooms as well as the record racks are cleaned daily by vacuum cleaners. The arrangement of records adopted is strictly departmental and chronological and no collections of any sort on any subject are made. The records in the shape of volumes are kept horizontal on the shelves so as to prevent sagging and to eliminate the strain on the backings. Those that are in the shape of files are placed under teak wood boards, made up into bundles of convenient size and kept vertically on the shelves. This arrangement affords them plenty of light and ventilation which protect them from the growth of fungus and breeding of insects. It is very essential that care is taken to see that the records which are in bad condition are repaired before issue. It is one of the duties of an Archives to mend and recondition all damaged records. Tamil Nadu Archives is provided

with a well equipped mending unit and arrangement has been made not only for carrying out routine repair work but also for scientific treatment of the most fragile and badly damaged volumes and loose files.

*Furnishing of Records* : In order to facilitate quick disposal of the requisition for records both for administrative and research purposes, this Archives has undertaken the preparation and publication of Press lists, Guides, Calendars etc. It also possesses manuscript and printed indexes for all series of important records. Press lists have been prepared for all Government records from 1670 to 1800 including the Factory Records of Ganjam, Vizag, Masulipatam, South Arcot and Malabar Districts. They do not include the records of the Board of Revenue. As the contents of the Government volumes upto 1800 have been abstracted in the Press list, no indexes have been printed for these volumes. From 1801 to 1856, manuscript indexes exist for the consultation of all Departments of the Secretariat. The editing and printing of them was begun in the Secretariat from which the first volume was issued in 1893. The Madras Record Office (now renamed as Tamil Nadu Archives) when reconstituted in its present form in 1909, took up the work. The Board of Revenue undertook the preparation and printing of indexes to the whole of its ancient records in 1894 and the work was completed in 1899. From the year 1857 up to date the Government and the Board have compiled current printed indexes of completed correspondence for deposit in record with the files to which they refer. Guides have been prepared and published for all district records down to 1835. Calendars have been compiled and published.

A few words are necessary to explain the forms of reference media mentioned above. Indexes are all departmental and annual in which references to the records are given under subject headings arranged in alphabetical order. In Press lists, all papers are arranged in strict chronological order irrespective of the department to which they belong and a gist of every paper given. The guides are neither chronological nor alphabetical;

they describe briefly the contents of the important paper of the several volumes or bundles of each series in a particular collection. Calendars resemble Press lists in being chronological, but they differ from Press lists in being much more comprehensive.

The other reference media available in this Archives are the Board's printed Reports from 1786 to 1836 to Governor-in-Council which were forwarded to the Court of Directors, the reprints containing selections from the Collectorate records, the "Hand book to the Madras Records" by Talboys Wheeler, "Report on Madras Records" by H. Dodwell and "A Guide to the Records" by Macqueen.

*Why Centralised:* It will be interesting to trace the history about the establishment of a Central Archival Institution in England. The establishment of the basic rights and privileges of the English people as embodied in the Registers was the primary reason for the establishment of a Public Record Office. Historical and Cultural reasons were sufficient to impel the Government to create a Central Archival Institution. This paved the way to bestow proper care of the records and to arrange or catalogue or index them in order unlike as they had "for many years been bound together in a confused state, under corroding, putrefying cobwebs, dust, and filth in the darkest corner of Ceasars Chapel in the White Tower". The Public Record Office of England is the result of the recommendations of the Select Committee, to which was referred the question of Centralization of records as the records were widely scattered in many repositories in London and kept in a state of pell-mell. The Committee found that the records were damped, torn, infested and badly arranged. To remedy this evil, the Public Records Act of 1838 was passed. But even in the 19th century, as the House of Commons reported "the Act comprehended only a small fraction of the Historical documents in the country."

It will thus be seen that the vast accumulation of Government records every year should be centralized with a view to arranging them properly, listed and indexed and housed in

special types of buildings meant for their preservation. Then only it will be possible to make them available in good condition for legal, administrative and research purposes. If the records are scattered, it will be an ordeal for administrators and research scholars to collect all the materials required on a particular subject, leave alone the time wasted in going about from one repository to another. Further the cost involved in preservation of records in different repositories and the establishment charges will be rather prohibitive.

*Theories of Centralisation:* As mentioned elsewhere the Secretariat records of all the departments have been transferred to this Archives except the current records of the last four years which are kept at the Central Records Branch of the Secretariat. This procedure is followed because a large number of the current period records will be required by the departments for frequent reference for the day-to-day administration and there will be unnecessary delay and waste of time and labour in calling for these records from this Archives which will in turn cause considerable delay and hardship in the quick disposal of files by the departments. But it is necessary that the Central Records Branch of the Secretariat should also be placed under the control of the Director of State Archives as he is the custodian of all Governmental records. The advantages in this scheme would be that in regard to arrangement and preservation, the preliminaries can be done in the Central Records Branch itself as most of the Secretariat records make their way to the Archives only through the former branch. It is regrettable to note that a fair portion of the records transferred reach the Archives damaged which need immediate mending. It is therefore necessary that an Assistant Director of the Tamil Nadu Archives who is conversant with arrangement and preservation of records should be placed in charge of the Central Records Branch. The large amount spent in mending the records will be saved.

In the case of the records of the Board of Revenue current period records of ten years are retained in the Board's record

rooms themselves. Here also the records transferred entail elaborate mending as they are not properly preserved in the Board on scientific lines. It is necessary that the Assistant Director who supervises the Central Records Branch should be placed in charge of the Board of Revenue records also. The question of retaining only five years current records in the Board of Revenue and the transfer of the remaining records may also be considered in this connection which will save a lot of mending charges.

*Records Centralised:* The practice followed in the Tamil Nadu in regard to the centralisation of records is briefly explained below:

(a) *Secretariat Records:* All the records of the Secretariat from 1670 down to the present with the exception of the records of the last four years are centralised in this office. The records of every fifth year preceding are annually transferred to this office for safe custody. The records of the various Departments of the Secretariat are housed in different Stacks of this Archives as enumerated below:

#### STACK I

(Secretariat Records)

| DEPARTMENTS             |     | Years |      |
|-------------------------|-----|-------|------|
|                         |     | From  | To   |
| 1. Public               | ... | 1857  | 1964 |
| 2. Petition             | ... | 1857  | 1882 |
| 3. Military             | ... | 1857  | 1895 |
| 4. Political            | ... | 1857  | 1936 |
| 5. Ecclesiastical       | ... | 1857  | 1936 |
| 6. Education            | ... | 1861  | 1965 |
| 7. Petition (Endt.)     | ... | 1876  | 1885 |
| 8. Medical              | ... | 1916  | 1920 |
| 9. Home (Miscellaneous) | ... | 1916  | 1921 |
| 10. Revenue (Spl. War)  | ... | 1919  | 1920 |
| 11. Public Health       | ... | 1921  | 1965 |

| DEPARTMENTS                                                        |     | Years |      |
|--------------------------------------------------------------------|-----|-------|------|
|                                                                    |     | From  | To   |
| 12. Public (R.D.P.)                                                | ... | 1957  | 1959 |
| 13. Rural Development and Local Administration (Rural Development) | ... | 1959  | 1960 |

#### STACK II

|                                                  |     |      |      |
|--------------------------------------------------|-----|------|------|
| 1. Revenue                                       | ... | 1857 | 1964 |
| 2. Separate Revenue                              | ... | 1915 | 1925 |
| 3. Revenue Special                               | ... | 1918 | 1920 |
| 4. Routine Revenue (R.R.)                        | ... | 1949 | 1950 |
| 5. Development                                   | ... | 1921 | 1953 |
| 6. Industries, Labour and Co-operation           | ... | 1953 | 1965 |
| 7. Industries, Labour and Co-operation (Special) | ... | 1956 | 1960 |
| 8. Food and Agriculture                          | ... | 1946 | 1965 |
| 9. Food and Agriculture (Food Production)        | ... | 1950 | 1956 |
| 10. Firka Development                            | ... | 1947 | 1950 |
| 11. Rural Welfare                                | ... | 1950 | 1953 |
| 12. Law (Registration)                           | ... | 1921 | 1936 |

#### STACK III

|                         |     |      |      |
|-------------------------|-----|------|------|
| 1. Judicial             | ... | 1857 | 1922 |
| 2. Judicial (Police)    | ... | 1923 | 1925 |
| 3. Judicial             | ... | 1926 | 1928 |
| 4. Public (Police)      | ... | 1929 | 1936 |
| 5. Judicial Magisterial | ... | 1923 | 1924 |
| 6. Law General          | ... | 1921 | 1936 |
| 7. Home                 | ... | 1936 | 1965 |
| 8. Home (Passport)      | ... | 1946 | 1965 |
| 9. Legislative          | ... | 1862 | 1936 |
| 10. Legal               | ... | 1936 | 1953 |
| 11. Law                 | ... | 1953 | 1965 |
| 12. Finance             | ... | 1857 | 1965 |

| DEPARTMENTS |                                                 | Years |      |
|-------------|-------------------------------------------------|-------|------|
|             |                                                 | From  | To   |
| 13.         | Finance (Pension) ...                           | 1857  | 1942 |
| 14.         | Legislative Council<br>(President's Orders) ... | 1921  | 1936 |
| 15.         | Finance (Code) ...                              | 1926  | 1927 |
| 16.         | Finance (Book Branch) ...                       | 1901  | 1906 |

**STACK IV**

|    |                                                  |      |      |
|----|--------------------------------------------------|------|------|
| 1. | Public Works ...                                 | 1857 | 1964 |
| 2. | Marine ...                                       | 1857 | 1936 |
| 3. | Railway ...                                      | 1870 | 1924 |
| 4. | Irrigation ...                                   | 1877 | 1926 |
| 5. | Finance (Local) ...                              | 1885 | 1920 |
| 6. | Finance (Municipal) ...                          | 1885 | 1920 |
| 7. | Local Administration ...                         | 1920 | 1959 |
| 8. | Rural Development and<br>Local Administration... | 1960 | 1965 |

**STACK V***(Records of Pre-Mutiny period)*

|     |                         |      |      |
|-----|-------------------------|------|------|
| 1.  | Public ...              | 1670 | 1856 |
| 2.  | Military ...            | 1752 | 1856 |
| 3.  | Revenue ...             | 1774 | 1856 |
| 4.  | Secret ...              | 1796 | 1850 |
| 5.  | Judicial ...            | 1798 | 1856 |
| 6.  | Political ...           | 1800 | 1856 |
| 7.  | Financial ...           | 1811 | 1856 |
| 8.  | Commercial ...          | 1815 | 1882 |
| 9.  | Petition ...            | 1815 | 1882 |
| 10. | Law ...                 | 1815 | 1856 |
| 11. | Foreign ...             | 1816 | 1846 |
| 12. | Ecclesiastical ...      | 1818 | 1856 |
| 13. | Marine ...              | 1838 | 1856 |
| 14. | Public Works ...        | 1843 | 1856 |
| 15. | Financial (Railway) ... | 1853 | 1856 |

*(Non-Secretariat Records)*

| DEPARTMENTS |                       | Years |      |
|-------------|-----------------------|-------|------|
|             |                       | From  | To   |
| 16.         | Persian ...           | —     | —    |
| 17.         | Dutch ...             | 1657  | 1825 |
| 18.         | Danish ...            | 1779  | 1845 |
| 19.         | Marathi (Modi) ...    | —     | —    |
| 20.         | Madras Army ...       | 1761  | 1895 |
| 21.         | Mayor's Court ...     | 1689  | 1858 |
| 22.         | Madras Mint ...       | 1744  | 1876 |
| 23.         | Coroner's Records ... | 1853  | 1889 |
| 24.         | Board of Revenue ...  | 1786  | 1858 |

(b) *Heads of Departments* : The records of the Board of Revenue are centralised in this office from 1786 down to the present with the exception of the records of the last ten years. So also are centralized the records of the Chief Conservator of Forests from 1919 down to the present with the exception of the records of the last ten years. All the records of the Board of Revenue and the Chief Conservator of Forests which are more than ten years are transferred to this office every year for permanent retention. These records are housed in Stack 6 as shown below.

**STACK VI**

| DEPARTMENTS |                                        | Years |             |
|-------------|----------------------------------------|-------|-------------|
|             |                                        | From  | To          |
| 1.          | Board of Revenue<br>(Consultation) ... | 1786  | 1856        |
| 2.          | Land Revenue Settlement.               | 1857  | 1887        |
| 3.          | Land Revenue ...                       | 1887  | 1922        |
| 4.          | Revenue Settlement ...                 | 1887  | 1922        |
| 5.          | Separate Revenue ...                   | 1887  | 1924        |
| 6.          | Excise ...                             | 1925  | 1947        |
| 7.          | Excise (Press Series) ...              | 1926  | 1951        |
|             |                                        | 1954  | and<br>1957 |

| DEPARTMENTS                                     | Years |      |
|-------------------------------------------------|-------|------|
|                                                 | From  | To   |
| 8. Court of Wards ...                           | 1885  | 1958 |
| 9. Commercial Taxes ...                         | 1939  | 1957 |
| 10. Food Production ...                         | 1949  | 1957 |
| 11. Inam Commissioner's Disposals ...           | 1858  | 1954 |
| 12. Inam Deputy Collector's Disposals ...       | 1858  | 1871 |
| 13. Irrigation Development Board ...            | 1931  | 1956 |
| 14. Settlement of Estates ...                   | 1950  | 1956 |
| 15. Forests ...                                 | 1886  | 1918 |
| 16. Chief Conservator of Forests ...            | 1919  | 1958 |
| 17. Fodder and Grazing Committee Proceedings... | 1938  | 1956 |
| 18. Records relating to Travancore Cochin State | 1921  | 1941 |
| 19. Custodian of Evacuee Property ...           | 1951  | 1952 |

(c) *Survey Records*: The records of the Survey Department are housed in Stack VII of this Archives. The main series of these records are Amin (Old Survey) field measurement books, Resurvey field measurement books, original Survey Traverse Sheets, Resurvey Traverse Sheets, Original Survey Traverse Field Books, Ferro-prussiate tracings, Ferro-prussiate block maps, Board's original litho maps, original Survey Litho maps and Resurvey Litho Maps. These series of records are entirely village records relating to the whole of the State and cover the period from 1859-1965. The other series of Survey records are the settlement registers, maps and plans.

As per the records of the other Heads of Departments it may be mentioned that the records of the Registration Department from 1700 to 1876, the Surgeon General's records from 1787 to 1858, the High Court Sessions records from 1801 to 1862 and the Sheriffs' records from 1799 to 1920 have been centralised in this office. The question of centralising the non-current records of all the Heads of Departments upto 1900 was considered by the Government and it was decided to centralise the records of only three Heads of Departments *Viz.* the records of the High Court upto 1862 which remained in its custody, the records of the Administrator General and Official Trustee upto 1900 and the Director of Agriculture upto 1940. The records of the remaining Departments could not be centralised as the Heads of Departments were unwilling to transfer them for administrative reasons. Besides the records of the Heads of Departments mentioned above, the following series of records of extinct departments have also been centralised.

1. Army Records from 1761 -1898.
2. Madras Mint Records from 1744 - 1876.
3. Sinking and Native Fund Records from 1799 - 1836.
4. Mayor's Court Records from 1689 - 1813.
5. Native Pension Fund Records from 1810 - 1831.
6. Coroner's Records from 1818 - 1889.

(d) *District Records*: All the records of the District Collector from 1767 down to 1857 have been centralised in this office long ago.

The records of certain District Courts from 1802 to 1883 have been centralised in this Archives. Besides, the records in Dutch, Danish, Persian and Marathi are also housed in this Archives. The Strong Room documents such as documents of the Land Mortgage Banks, Co-operative Societies, bonds and agreements are preserved in this office. The Electoral rolls from 1962 to 1969 and all the books published in various languages and registered under the Press and Registration of Books Act,

1867 are centralised here. In addition to these books there is already an Archival Library which contains a large number of rare and valuable books which are of considerable interest to Administrators and Researchers.

From what has been stated above it may be seen that with the exception of the records of the Secretariat, Board of Revenue and the Chief Conservator of Forests, no records of the Heads of Departments, Collectors and District Courts are systematically transferred to this office every year. It may be mentioned here that this Archives does not exercise any direct control over the records of the Heads of Departments in the city or the records of the Collectors, District Judges in the mofussil. But a certain amount of control is exercised over the records of the East India Company's period still remaining in these offices by calling for annual reports from them on the condition of records. The reports are scrutinised in this office and submitted to the Government with such remarks and suggestions as may be found necessary.

**A Commentary on the records centralised :**

1. The Pre-Mutiny records are classified as detailed below :

- (1) *Consultations* : They comprise a full record of the formal consultations of the President and Council at Madras from the year 1672. The early proceedings are in chronicles.
- (2) *General Letters* : These are the letters exchanged between the Govt. of Madras and Board of Directors in England. Those "To England" contain full information respecting the affairs of the Madras Presidency and those "From England" contain instructions of the Board of Directors and its orders.
- (3) *Country Correspondence* : These contain all correspondence which passed between Military and Political Department with the native powers from 1753 to 1829.

- (4) *The Special Correspondence and Minutes* : They contain correspondence with the French on wars with Tippu, Land Settlement of Bengal, Bihar and Orissa, Poligar Wars etc.
- (5) *Special Consultations* : They refer to special occurrences which are of historical value.
- (6) Correspondence connected with outstations.
- (7) Negotiations with foreign powers and Treaties.
- (8) *Committees on Finance* : These items need no description.
- (9) *Committees and Proceedings as regards individuals* : These records throw light on corruption, mischief etc.
- (10) *Miscellaneous letters* : They contain letters of minor importance not recorded in Consultation.
- (11) *Reports* : They comprise information on troops, Zamindaries, export etc.
- (12) *Journals and Narratives* : They are journals of Military Proceeding and other Similar records, Accounts of revolution in Bengal (1757) etc.
- (13) *Political Intelligence*.
- (14) *Law, Justice and Police*.
- (15) Cowle Books, Registers of Grants, Land Customs.
- (16) Records respecting Estates.
- (17) Returns, Memorials and Petitions.
- (18) Covenants and Oaths.
- (19) General Standing Orders, Gazettes and News Papers.

The Post-Mutiny Records are arranged departmentally and chronologically. Each Department's records contain particulars

about the subjects dealt with by them. The names of the departments themselves under which the records are classed would give a broad idea of the subject themselves.

The records of the Board of Revenue, District Collectors, Mayor's Court, the Dutch records, the Danish records, the Persian records, the Factory records etc. are classified as non-secretariat records. The records of the Board of Revenue and District Collectors contain detailed information about the local conditions and the day-to-day administration of the districts which are not contained in the records of the Secretariat.

The records of the Board of Revenue are classified as follows :

- (1) Board's Consultations (1786-1856) and Board's Proceedings (1857-1957)
- (2) Records of the Assigned Revenue (1781-1785)
- (3) Circuit Committee records (1783-1788)
- (4) Permanent Settlement records (1802-1837)
- (5) Northern Circars Commissioner's Proceedings (1849-1856)
- (6) Court of Wards records (1885-1957)
- (7) Proceedings of the Chief Conservator of Forests (1919-1957)
- (8) Proceedings of the Inam Commissioner (1858-1948)
- (9) Proceedings of the Salt Commissioner (1878-1887)
- (10) Proceedings of the Director of Revenue Settlement (1857-1887)
- (11) Miscellaneous records (1765-1857).

The Board's Consultations and Proceedings contain the discussions and resolutions of the Board of Revenue on the various questions connected with the Revenue administration of the several Districts in the State, Minutes of the Members of the Board and a considerable amount of correspondence with the

Government on one hand and the District Collectors on the other. The records of the assigned revenue deal with the revenues of the countries of which the company had obtained the lease from the Indian Rulers such as Tanjore, parts of Madura District and the Jaghir now known as the Chingleput District. The Circuit Committee records include the accounts and reports of the Circuit Committee which was appointed to enquire into the resources of the various Zamindaries and lands in the Northern Circars, when the territory came into the Company's possession. The Permanent Settlement Records contain the proceedings of the Special Commission which dealt with the permanent settlement of the various zamindaries in the State. The Miscellaneous records include special reports and registers relating to the several districts in the State and deal with subjects such as Survey, Settlement, Inams, Pensions, Irrigation, Zamindaries etc. This series also include the valuable Baramahal records which contain complete history of earliest attempt at ryotwari settlement made by the British in India.

Collectorate records were created by the Collectors of the several districts in the State. This series include also the factory records of Ganjam, Vizag, Fort St. David and Nagore in the East Coast and of Anjengo and Tellicherry on the West Coast. While the records of the Board of Revenue and the Government give a summary of the conditions in the Districts and exhibit in detail the discussions which arose from these conditions and the reasons upon which the final decision was based, the collectorate records contain a mass of details otherwise unobtainable of the day to day working of the administration in the districts.

The Tanjore Raj Records are the records of the British Agency or Residency established at Tanjore after the cession of the territory to British by the Rajah of Tanjore in 1799. They are mostly in manuscripts. They also contain Marathi, Tamil and English correspondence. These records contain statement of accounts of the Tanjore Palace and Devasthanams, the debts

of the Raja of Tanjore, the correspondence between the Sirkela and the Resident of Tanjore in administrative matters.

The records of the Mayor's Court give valuable information on the early administration and judicial practices in Madras. The Dutch and Danish records contain good material for authentic history. The Persian records deal with the internal administration and correspondence of the Nawab of Carnatic during the 18th century as well as form a good source material. The books registered at the office of the Registrar of Books, which are in about 17 languages, contain information relating to history, religion, science, politics etc.

*Records yet to be centralised and the problems in centralising them :* The records of the Heads of Department Viz. Registration Department, High Court and the Director of Agriculture, which are centralized in this office relate only for a short period. The records of the remaining periods of these Departments as well as the records of the other Heads of Departments, for example, Industries, Medical, Education, Public Health etc. are yet to be centralized.

The Heads of Departments etc. should be convinced about the necessity for preserving the important records of their Departments for administrative and research purposes. Many of the Departments would be unwilling to part with their records since it will cause inconvenience to them to call for these records every time on requisition from the State Archives. But they evidently forget the fact that most of the important records will get damaged as they become old if they are not properly preserved on scientific lines. We have no statistics of the bulk of the non-current records of the Heads of Departments. None of the Heads of Departments can be said to have proper facilities to ensure that their records are preserved properly, and are made use of fully for administrative and historical purposes. They do not generally seem to have adequate space at their disposal for keeping their records well arranged and well ventilated, nor have they any trained personnel to look

after them efficiently, to repair and mend them, to prepare lists, catalogues, guides etc. and to make them readily available for Historical Research or official reference. The mere issuing of instructions therefore practically has no effect on them. If they are to preserve the records properly, they will have to go in for new rooms, new racks and new record keepers and an adequate staff under them, all trained in Archive Administration. All these can be avoided when the records in fact can be housed, preserved and administered definitely much better, if they are centralized in the Tamil Nadu Archives. It may however be mentioned in this connection that it is quite important that the Heads of Departments transfer to the Tamil Nadu Archives only important records which are of Administrative and Research value worthy of permanent retention and eliminate all other unimportant records.

There are also a few problems which the State Archives has to face if the records of all the Heads of Departments are to be centralized in the State Archives. There should be adequate space to house all these records. Suitable site not subjected to too much of dust has to be found to construct record rooms on scientific lines. The volume of records to be centralized should be assessed first and provisions should also be made for annual transfers. Only after the construction of the record rooms is completed, the records should be centralized. The next problem is the appointment of adequate and qualified staff. It depends upon the volume of records centralized. Proper persons should be chosen and given training in Archives keeping.

*Private papers :* Besides the above mentioned records the private papers also form part of archival accumulations. A Regional Committee for Survey of Historical Records has been constituted in this State with a view to rescuing valuable manuscript records in private custody and providing for their preservation from natural causes of decay and deterioration. It is composed of members from learned institutions, representatives of the Universities in the State and Government nominees. It has been

in existence since 1948 and during the course of these years it has located and listed a few records of historical importance in private custody and renovated some of them. In certain cases where their owners were willing to part with their records, they have been deposited for safe custody in this office. In its search for records, the Committee has received valuable assistance from the Department of Hindu Religious and Charitable Endowments, which has issued circulars to the executive authorities in charge of temples and mutts requesting them to cause a search to be made of the old records of literary as well as of historical importance in their custody and to send a list of such records to the Convener of the Committee. The Committee has also received assistance from a few individuals and institutions interested in the History of this State. The Committee had been trying to get at the owners of the records through various media of publicity, notification in the District Gazettes both in English and Tamil, appeals made through the All India Radio in their Regional announcement, written appeals made to teachers of history in Colleges and Headmasters of High Schools. As, however, these efforts have not been fruitful, it was decided to establish personal contact with the owners of records by setting up District Committees with the Collectors of the Districts concerned, as Conveners of these Committees. Accordingly a District Committee was formed in Tanjore which would serve as liaison between the Regional Committee and the owners of records. In order to help the District Committee, Village Committees were also proposed consisting of Village headmen and Head masters of the Village high schools.

In regard to the assessing of private archives, it may be stated that there is no agency in the Tamil Nadu corresponding to the Historical Manuscripts Purchase Committee of the Government of India to get a value on private archives for purposes of purchasing them. But some times private archives are offered for sale to the State Government either through the Regional Committee, or Oriental Manuscripts Library, Madras. In such cases the fixing of the rate or amount of purchase price is done by negotiation by the Regional Committee or the

Oriental Manuscripts Library, Madras whichever happen to be the agency that has been approached in this regard by the owners of private archives. But in the matter of appraising the historical importance of private archives before they are acquired, the Regional Committee is invariably consulted as it serves as an advisory body for the State Archives.

*Plan for Regional Repositories:* In conclusion, it may be worthwhile to consider the suggestion that instead of centralising the District records in the Tamil Nadu Archives, four Regional Repositories in Tamil Nadu may be organised to centralise the non-current records of the various Collectorates as it is now being done in Andhra Pradesh. They may be placed under the general supervision and control of the Director. Thus the records of the districts of Kanyakumari, Tirunelveli and Ramnad may be centralized in Tirunelveli, the records of Madurai, Dharmapuri and Salem may be centralised in Madurai, the records of Tiruchirapalli, Thanjavur, South Arcot, North Arcot and Chingleput may be centralized in Tiruchirappalli and the records of the Nilgiris, and Coimbatore centralized in Coimbatore. The records of the Madras District may be centralised in the Tamil Nadu Archives. Suitable persons trained in the Tamil Nadu Archives (an Assistant Director) may be promoted as a Special Officer for the organisation of these Regional Repositories. It will be very useful if the Municipalities are asked to arrange their non-current records in separate muniment room as in America and to prepare a list of them, which may be of great value in the field of historical research.

## Special Accessions in Tamil Nadu Archives

BY

M. MUNUSWAMY

*Tamil Nadu Archives*

Tamil Nadu as is well known occupies a unique place in the Archives Administration in India. It was perhaps the first among the states to realise the official and historical value of archives and to organize a separate Record Office. The mass of records in the Madras Archives is, of course, in English but the Collection includes also series of administrative records in Dutch, Danish, Persian and Marathi while there are a few documents in French, Portuguese, Tamil and Urdu.

### 1. Dutch Records

In the Tamil Nadu Archives there are 1642 volumes of Dutch records which relate to Cochin and Coromandal coast. The Dutch occupied Cochin from 1663 to 1795 and the Records cover the period from 1657 to 1845. The records subsequent to 1795 relate to Dutch residents who remained in the town after its capture by the British. The Collector of Malabar called for the Records from Cochin in 1881 and in 1891 they were transferred to the General Record Department, Fort St. George. In 1931-32 a few Dutch records (98 volumes and 1 Bundle) of Bombay and Bengal were transferred from Bombay and Calcutta to this office with reference to a Resolution of the 13th Session of the Indian Historical Records Commission held at Patna in 1930.

The Indian Historical Records Commission at its 12th Session held at Gwalior in 1929 considered in its resolution No. 1 that it was desirable to collect all the Dutch Records in India in one Record Room in order to facilitate their preservation and study and that either the Imperial Record Department or the Madras Record Office would be a suitable centre for the

purpose. The then Curator, Mr. Macqueen stated "that there would be no objection to housing the whole of the Dutch Records in India in the Madras Record Office but that any attempt to remove the Madras Records from the Madras Record Office would be strongly opposed by him." He also reported that it was not desirable to remove the Dutch Records from the Madras Record Office, considering the quantity of the records in Madras Record Office as compared with those elsewhere, their nature and the work already done upon them such as press-listing, cataloguing and printing and that if the few volumes in Bombay and Calcutta were brought to Madras, all the Dutch records would be concentrated in one place with the least disturbance to them and added that on historical grounds as well as on grounds of practical convenience any proposal to remove the Madras Records from the Madras Record Office should be resisted.

The Indian Historical Records Commission in its 13th Session held at Patna in 1930 recommended to the Government of India in its resolution No. I(1) that the Dutch records in the possession of the Governments of Bengal and Bombay as well as those in the Imperial Record Office should be concentrated in the Madras Record Office and thanked the Madras Government for promising to house the records. The Government of India also agreed to the recommendation that all Dutch Records in India should be concentrated in the Madras Record Office and requested the Government of Bombay and the Keeper (now designated as Director of National Archives) of their own records to transfer to Madras Record Office the old Dutch Records which were in their possession. However certain English and Bengali Records and Pattas (Dutch Records) of the Government of Bengal were decided to be retained in the Secretariat Record Room of the Bengal Government as those Records were considered to be primarily of local interest and also to possess legal value. The Dutch Records in India thus came to be concentrated in the Madras Record Office in 1931. These records have all been presslisted, catalogued and 15 of them are printed.

## 2. Danish Records

They cover the period from 1777 to 1845 and come from Tranquebar which the British purchased from the Danes in the latter year. They were kept in the Tanjore Collectorate till 1891 when the Government centralised them along with the Dutch Records in the General Record Department, Fort St. George.

They have been listed in 1927 by Rev. K. Heiberg of the Danish Mission. They number 9 bundles and 219 volumes. They consist of title deeds, accounts, Letter Books, court martial books, Garrison order books, military protocols, Court protocols, notaries public protocols, Protocols over landed properties, Oath books, publications, Decree books, Suit complaints, Legacy letters, Regulations etc. /

## 3. Persian Records

The Persian Records consist of the records transferred from the Office of the Paymaster of Carnatic Stipends and the records of the Office of the Receiver of Carnatic property.

(a) *Records of the Paymaster of Carnatic Stipends :*  
The Records of the Carnatic Sirkar kept in boxes, almirahs and cloth wrappers were originally lodged in a room on the north side of the square building adjoining the Palace, which was called the Humayun Mahal. In the Durbar they were then known as the old Records and the new. The Old Records related to the times of the Nawabs of wallajah and Oomdut-ul-Umrah Bahadurs and continued under the charge of the Carnatic Commissioners till the final close of that Commission, when they were returned to the Durbar in Cartloads, the greater part in such utter confusion, that no attempt was ever made to arrange them. With the exception of a few records which had some arrangement and retained in boxes, the entire mass consisted of disordered documents in the form of cadjans and paper writings gathered in heaps in cloth wrappers and piled one above the other at one end of the building. So useless were they deemed that in the late Nabob's (Ghulam Mohammad

Ghouse) time many cartloads of them were sold as waste paper. But as it was not certain then what legal proceedings might be taken in future, it was considered advisable to retain every document to prevent litigants asserting that any record had been destroyed which could have been of use to them. The Arcot out station records which were lodged there in 1860 consisted principally of cadjans received in irremediable condition. The new records (as known then in the Durbar) comprehend the accumulations since Azeem-Ud-Dowlah Bahadur's accession in 1801. They were in order and their careful retention seemed indispensable. Some portion or other of them had been in daily use for the various requirements of the Court and the work of Government and their arrangement had been with a view to admitting of the easiest access. The records continued to be under the immediate care of the *Agency*. It was considered that so long as Sirkar records were retained, occasional searches of them would be required or should be provided for in order to reply to petitions or to meet references from Government or from the Legal Officers of the Government. To meet these requirements the office establishment of the Chepauk Agent and Paymaster of Carnatic Stipends was rearranged.

When the question of centralisation of all ancient records in a Central building was taken up, the Paymaster of Carnatic Stipends, Madras, agreed to transfer all the old Persian records which extended to the period 1857 and the actual transfer to this office took place in 1912. The Persian records comprise (as per the latest figures) 492 bundles and 418 volumes. The dufters (bundles wrapped in cloth) contain mostly loose documents of octavo size. Most of the records seem to have been written in 'Khatti-Shi-Kasta' difficult to decipher and in old Dakhni which were in vogue in Madras some decades ago. A rough list of the contents of 171 volumes and 115 bundles prepared during the time of Mr. Dodwell showed that the records related to the period 1684-1826 and contained among other things correspondence with the Governors of Madras and Bombay and with the French and the Dutch and native powers

and also the grants, purwanahs of the Nabob, personal matters etc. A few of them were also translated by a Clerk of this office who retired in 1923. Some of them were also exhibited during the Indian Historical Records Exhibition held in Madras in 1924, the abstract contents having been prepared by the Persian Translator's Office. It was considered that the records required a thorough scrutiny for classifying the records before any attempt to translate them could be undertaken. The idea was to compare the list after it is prepared, with Country Correspondence Volumes and to judge what records should be translated in full and what in abstract and to print any document of historical value among them.

The Indian Historical Records Commission in pursuance of Resolution III passed by the Research and Publication Committee at its 28th meeting held at Trivandrum in December 1958 requested that the Archives Offices, Libraries, Museums and other institutions in India should compile and publish catalogues of Persian documents in their custody. The Madras Government therefore decided that the Persian Records available in this Archives including the 13 items available with the Govt. Museum be listed and catalogued. The listing was taken up and completed in 1966. From the list it is seen that the records contain letters, Farmans, agreements, accounts, service particulars of officials, subordinate officers, menials etc. who were serving under the Nawabs. There is also a diary of Nawab Walajah which was being maintained by his most trusted Munshi Kishinchand. This diary known as "Siaha" (term in Persian for diary) covered only a period of about two years ending with February 1785 although the Nawab Walajah lived ten years thereafter. It gives full particulars about the interviews granted by the Nawab to the visiting dignitaries - Mr. Wynch, Governor of Madras, Mr. Stracey, Councillor, Mr. Patterson, Personal Attendant to the King of England, Mr. Ali Zaman Khan, a representative of Hyder Ali etc. his administrators etc. It also gives a clear insight into his character and personality. They also contain, among other things, the correspondence carried on by the Nawab of Arcot

and other Country powers with the Governors of Madras and Bombay and with the French and Dutch authorities. They also seem to relate to the grants and parwanahs of the Nawab and claims against his properties. They contain information about the Tanjore war, the activities of Nawab Muhammad Ali Khan Walajah and his successors Umdut-Umra, Walajah II, Azeem-Ud-Dowlah, Walajah III, Azeem Zah, Walajah IV and Nawab Gulam Ghouse Khan, Walajah V.

(b) *The Records of the Receiver of the Carnatic Property :*

These records consist of 50 volumes and 48 bundles. In 1880 the post of the Receiver of the Carnatic property was abolished and the records were sent to the Secretariat. A catalogue (typed) was prepared. The 34 bundles of cadjan records formed part of these records. A rough list of these 34 bundles is as follows :—

**Bundles**

- |        |                                                                                               |          |
|--------|-----------------------------------------------------------------------------------------------|----------|
| 1-17.  | Nauthud Bagh amani Sale proceeds. 1821 ; 1825-28 ; 1835 ; 1839-40 ; 1845-46 ; 1848-53 ; 1855. |          |
| 18-23. | Imavath accounts : 1822-40 ; 1836 ; 1842-44 ; 1851-55 ; 1855 ; 1857-58.                       |          |
| 24.    | Hyder Bagh accounts                                                                           | ... 1817 |
| 25.    | Ledger                                                                                        | ... 1842 |
| 26.    | Ameer Bagh amani account                                                                      | ... 1847 |
| 27.    | Kaleel Nawaz's (Nawab's agent at Trichi) own lands - Revenue accounts...                      | 1840     |
| 28.    | Maramath accounts of certain gardens                                                          | ... 1853 |
| 29.    | Amani account                                                                                 | ... 1855 |
| 30.    | Sundry accounts pertaining to individuals.                                                    |          |
| 31-34. | Loose leaves that cannot be identified.                                                       |          |
- (These probably fill the gaps in the foregoing items)

The cadjan contains accounts kept in Tamil and pertains to the first part of the last century. During that period, the Nawab of the Carnatic possessed considerable properties at several out-stations in the presidency. At Trichinopoly in particular the property consisted of gardens, choultries, mosques, bazaars and villages producing an annual revenue of Rs. 11,398. The cadjan in question contains accounts relating to Nathud Bagh, Ameer Bagh, Hyder Bagh, Ingu Madoo Garden, Saiyyid Ali Garden etc. names which occur in the Trichinopoly property. There are, besides, incidental references in it to Ponnumalai (Golden Rock), Theppakulam and other localities in or near about Trichinopoly. From the circumstances it may safely be inferred that these cadjan documents were removed to the Chempauk Palace some time about 1860 along with other Sirkar's records at the out-stations. The receiver of the Carnatic Property must have then utilised them in connection with the conduct of the suits regarding carnatic property. On the termination of his work in 1880 he must have transferred them to the Government Record Office. (There is a G. O. directing this transfer). The Cadjans in question are mere accounts regarding collections of revenue, sale proceeds of gardens etc. They are rarely referred to. It was therefore stored along with the Carnatic records. In 1913 (Mr. Dodwell's time) the question about their destruction was taken up. It was then decided that they might be stored along with the other records of the Carnatic Receiver until they were declared utterly worthless by some competent authority. As to the other records which are in English and Persian opinion was expressed already that they should not be destroyed.

#### 4. Tanjore Raj Records

Mahratti was, at one time, the official language of certain Districts of which Tanjore is one example. The Modi and Mahratta records of the old Tanjore Raj relate to the British Agency or Residency established at Tanjore on the cession of the territory to the British by the Rajah of Tanjore in 1799. With these some of the old palace records have got mixed up. These records were originally housed in the Tanjore palace.

On the recommendations of the Committee appointed by the Government of India, the Government of Madras agreed to list these records and to centralize the records of Historical value in the Tamil Nadu Archives. The cataloguing work was done by a special staff under the supervision of Major N. B. Gadre in Tanjore. According to the list of the records prepared by the staff the bulk of the old Tanjore Raj Records comprise 1200 record bundles (including 21 bundles of cadjan documents and 273 bound volumes). Of these only 173 bundles and 258 volumes are of historical value and were ordered to be transferred to the Tamil Nadu Archives for centralisation. The rest of the unimportant records relate to village accounts and miscellaneous land revenue matters and were ordered to be transferred to the Tanjore Maharaja Serfoji's Saraswathi Mahal Library subject to certain conditions that they are thrown open only to bonafide Research Scholars for historical researches. The records marked for retention and preserved in the Tamil Nadu Archives relate to Revenue Administration, transactions with the East India Company, Rajah's house hold affairs, the Rajah's pilgrimage to Banares, administration of justice, Endowments to Temples and religious Institutions.

#### 5. Diary of Ananda Ranga Pillai

The Madras Archives possesses a portion of the Tamil Diary of Ananda Ranga Pillai, the Diwan of M. Dupleix, Governor of Pondicherry and also a part of the Diary which his nephew Tiruvenkada Pillai kept. The Diary of Ananda Ranga Pillai covers a period of 25 years from 1735 to 1761. It is said by M. Julien Vinson, Professor of Tamil at Pondicherry to have been discovered in 1846 by M. Gallois Montburn, a distinguished Orientalist of that place, and a manuscript copy in 16 volumes formerly the property of M.M.E. Ariel, Conservator of the Archives of French India, forms part of the Tamil section of the National Library at Paris. About the middle of the year 1892 Mr. G. W. Forrest of the Imperial Records Department reported that the Journal (Diary) contains a mine of information regarding the customs of the day, the private life of Dupleix

and the history of the period. Apart from the personal and domestic items, it affords a continuous and intimate history of the public and private life of Dupleix and much valuable and original information regarding Mahe de Labourdonnais, Paradis and other distinguished personages of the time. Through the Courtesy of M. Arwand Gallois Montburn, the Mayor of Pondicherry, the manuscript of the journal in 17 volumes was obtained on loan and was placed at the disposal of General Mcleod, under whose superintendence an accurate copy was made. The translation into English was entrusted to the Tamil Translator to Government, Mr. P. Ranganadha Mudaliar followed by Rao Bahadur S. Seshayya with instructions that the original should be followed as closely as the idioms of the two languages would permit. The work of translation was completed in June 1896 and the editing work of translation was readily taken up by Sri J. F. Price, late Chief Secretary to Government."

#### 6. Patents and Specifications

The specifications used to be filed in the General Record Office, Fort St. George for the inspection of the public. When the Madras Record Office was separated from Chief Secretariat in 1909, specifications of the last 7 years at that time were retained in the Chief Secretariat and the rest were transferred to Madras Record Office. As it was felt later that this arrangement under which part of these records was kept in one place and part in another was very inconvenient to the public who are allowed to inspect these documents on payment of fees (now made free) it was considered that the Madras Record Office, on the analogy of Bombay and Rangoon, would be the best place for the custody of these documents for the inspection of the public. Thus the Madras Record Office continues to be an inspection centre for patents and specifications published by the Government of India.

## Strong Almirah Documents in Tamil Nadu Archives

BY

V. KALYANI,

*Tamil Nadu Archives*

### What are Strong Almirah Documents

The Strong Almirah Documents housed in the Tamil Nadu Archives consist of:—

- (1) Covenant, formal agreement executed by the Members of Civil Service of India with the East India Company or with the Secretary of State for India,
- (2) Kabuliyat, written agreement especially one signifying assent, as the counterpart of a Revenue lease, or the document in which a payer of Revenue, whether to the Government, the Zamindar or the farmer expressing his consent to pay the amount assessed upon his land,
- (3) Sunnud, a document conveying to an individual emolument, titles, privileges and offices or the Government rights to revenue from land etc., under the seal of the ruling authority,
- (4) Sicca sunnud, a stamped grant, by which the British Government recognised the ownership of Zamindars at a fixed assessment,
- (5) Cowle, a document granted to holder of land specifying special terms of tenure generally to pay a small but increasing rent for land for a certain number of years when it becomes liable to the same rent as other cultivated lands, sometimes to hold land for a term subject to not touching trees thereon,
- (6) Assignment Deed and Mortgage Deed relating to Co-operative Building Societies and Land Mortgage Banks, the

former is a Registered Agreement executed by the Society in favour of the Governor of Madras, and the latter is a Registered Agreement executed by the Member of the Society in favour of the Secretary.

(7) Agreements relating to contributory Public Works.

(8) Registers of valuables containing a detailed report of the Verification Officer regarding the value of jewels and valuables belonging to various temples and trusts, and

(9) Deeds relating to institutions in the State etc. The documents, the life of which exceeds 6 years are alone preserved in this office. Documents whose life does not exceed 6 years are to be kept with the Cash Keeper of the concerned Department.

#### Transfer and Custody

The original treaties, capitulations and deeds executed from 1-5-1867, were kept under safe custody in the Secretariat before the construction of the Central Record Office (Tamil Nadu Archives) at Madras. All the documents executed by the officials and non-officials appear to have been kept in safe custody in the Secretariat itself. In 1906, the Government proposed to construct a new building called the Central Record Office at Madras to accommodate old records for want of space in the Secretariat building and the present Archives Buildings were erected in 1909.

The Heads of Departments were consulted about sending their documents to the Central Record Office. Accordingly the Board of Revenue listed their records including Cowles, Sunnuds granted to the Zamindars of Madurai and Tirunelveli to be transferred to the proposed Central Record Office at Egmore. In 1907, the Government ordered that the Records would be transferred to Central Record Office when the buildings were ready to receive them. The Records kept under the safe custody of the Chief Secretariat were first transferred to Madras Record Office in 1909. The Mortgage Deed executed by Mr. N. S. Brodie

(I.C.S.) for the purchase of a Motor Car was the first individual document which was directly forwarded for safe custody to the Curator, Madras Record Office by the Government. From 8-5-1924, the documents were sent directly to Madras Record Office for safe custody by the Registrar of Co-operative Societies with reference to the orders of the Government, that the Mortgage Deeds executed by the members of the Co-operative Building Society as security loans obtained by them from the societies and Assignment deeds by Co-operative Building Society in favour of Government be lodged through the Registrar of Co-operative Societies. In 1925, Government ordered that documents whose life exceeds 6 years only need be forwarded to Madras Record Office for safe custody and that the rest must be retained with the Cash Keeper of the offices of the Heads of Departments. Documents from other departments such as Public Works Department, Industries, Fisheries etc., were also sent to this office subsequently. Formerly when the records were located in the Secretariat, important documents such as treaties, bonds and title deeds were kept separately from the ordinary records and lodged in the so called "Strong Room" along with Sanad Registers etc.

#### Accession, Issue and Despatch

The documents transferred to this office for safe custody by the Secretariat and other departments are entered in a register called Accession Register in the order of the date of their receipt and are assigned continuous serial numbers called Strong Almirah Numbers which are quoted in all references in order to facilitate the tracing of these documents. The documents are called for by the respective departments only for the purpose of references or for return to the parties and not for periodical inspection. Ever since the office was organised in 1909 such documents have been received in the office for safe custody and they have been registered in a continuous serial number.

The loan documents contain valuable documents of title, discharged bonds, pronotes, encumbrance certificates etc. The

Mortgage Deed and other documents of title received in connection with the grant of loans under the Madras State Aid to Industries Act are being forwarded to the Director of Archives, Tamil Nadu Archives, Madras for safe custody through the Government. Documents are also being received directly from the Heads of Departments and their subordinate officers. Each of these documents so received is placed in glazed buff manilla cover of the size 14-7.8' x 9-7.8' then bundled up duly protected on both sides by wooden boards and kept in strong Teak-wood Almirahs specially designed for it under lock and key. The nomenclature "Strong Almirah" documents given to these records is itself sufficient proof of the care with which they are preserved in this office. The currency of most of the documents ranges from 10 to 20 years.

The total number of documents so far received is approximately 2½ lakhs. The number of main Strong Almirah Documents of this class increases very rapidly year after year. With the rapid growth of Industrialisation of the country under the impact of the Government 5 Year Plans and with the extension of ameliorative measures undertaken by the Co-operative, Agriculture and Fisheries etc., Departments in the matter of Community Development and encouragement of Rural and Cottage Industries through Government subsidies under various schemes, the number of Strong Almirah Documents in this Archives is on the increase by leaps and bounds.

## Archival Materials and Search Cases

BY

T. VENKATACHALAM

*Tamil Nadu Archives*

### Introductory

Tamil Nadu Archives enjoys the distinction of being the first and well organised Archives in India. The archives preserved here reflect the origin, growth and expansion of British Rule by territorial conquest and the final establishment of supremacy over all rival powers both foreign and Indian. The archives preserved here also contain a mine of information on the aspirations and achievements of the British Government on all matters of administration, covering all aspects of Socio-economic problems, besides throwing light on the views and ideas of able and experienced administrators, statesmen and legislators of the past on all matters of public interest.

### Collection

The Government of Tamil Nadu (Madras) descended from the factory Council of the East India Company, Fort St. George, the seat of the Government, was erected in 1639 long before Bombay was ceded or Calcutta founded. Yet, regular record series started only from 1670, the earlier records being preserved in India Office, London. The records of all the departments of the Secretariat upto 1965, records of the Board of Revenue from 1786 down to 1957, the records of the collectorate upto 1857, records of the Department of Survey, District Courts, Department of Registration and the records of the defunct departments and states are centralised here. In addition the Tamilnadu Archives have centralised records in Dutch, Danish, Persian and Marathi languages. The collections centralised in Tamil Nadu Archives is, therefore, voluminous and is rich in materials for administrative reference and historical research.

### Archival Materials

The archival materials in the Tamil Nadu Archives range from the list of packets received from England to the conclusion of a treaty with a native prince. Thus, for instance, there is abundant material on irrigation schemes; on the development of large and small scale industries, cottage industries, village industries; on the existence of hitherto untapped minerals like copper, silver, lead, lignite and iron ore on the one hand and on land revenue administration and settlement like Amani system of revenue collection, permanent settlement of 1802, Ryotwari settlement of 1818, Inam Settlement of 1858-1869, acquisition of Estates and Conversion into Ryotwari Tenure of 1948, Land Reforms fixation of ceiling in 1961 on the other. Materials on judicial administration, from the establishment of the first Supreme Court in 1678 and Mayor's Court in 1688 down to the reforms in Civil and Criminal Law; on the administration of police from the grant of a Cowle to Pedda Naicken for attending to police duty of guarding the town of Chennapatnam down to modern period are also available. Archival materials are likewise found on several matters connected with Local Administration from the passing of the India Act XXVI (1850) down to formation of panchayat and Panchayat Unions and on the origin and growth of education from the creation of a lakh of rupees out of the revenues of the East India Company for promotion of literature and encouragement of scientific knowledge among the inhabitants of the British territories (1813), the efforts made by Sir Thomas Munro in establishing Collectorate and Tahsildari schools, the formation of University Board (1841) down to bifurcation of Secondary and Higher Education in Madras. Source materials on buildings, roads, Railways, medical aid, co-operation, labour conditions, famine, unemployment, ports, religious endowments, fisheries, boundary disputes, territorial rights, economy, sociology etc; also available besides those connected with claims of inamdars, Devasthanams, political pensions, welfare schemes etc.

The Dutch and Danish records preserved in Tamil Nadu Archives contain valuable materials on the history, administration etc., of Cochin and Tranquebar by the respective settlements. The Persian records mirror the internal administration and the correspondence of the Nawabs of the Carnatic during the 18th century and as such contain good source materials. A mine of published information relating to sociology, politics, science and religion is found in the books registered at the Office of the Registrar of Books and preserved here.

### Reference Media

For facility of historical as well as departmental research Tamil Nadu Archives is well equipped with a variety of critical apparatus. There are, for instance, press lists for all the series of Government records including factory records of Ganjam etc., from 1670 to 1800, manuscript indexes from 1801 to 1856 and printed indexes from 1857 to 1964. Printed indexes for the Board's records from 1786 to 1957, Guides to District Records from the earliest times down to 1835, Calendar of Madras records from 1740 to 1744, Calendar of Madras Despatches from 1744 to 1765, reprints *in extenso* from 1670 to 1750 and for certain series from 1751 to 1765 are also provided besides press lists of ancient Dutch records, selections, compendiums, special reports and valuable collection of books based on archives.

### Archives and How They Help Search Cases Explained

As described above Tamil Nadu Archives possesses a rich and valuable collection of archives containing material on a vast and variety of subjects. Facilities provided for conducting search are also made known. Now an attempt is made to describe briefly how the archives and reference media help search cases and under what circumstances searches are undertaken.

Archives do mirror the earlier activities of the Government. As such they are required in the day to day administration.

Besides safe custody, preservation and publication, it is the bounden duty of the Tamil Nadu Archives to supply information and record to Government departments, Board of Revenue etc. If the correct particulars of the record such as number, date and department to which it relates are given it can be collected and supplied in no time. But in many cases, for want of information, Government departments call for information on a particular subject or point under consideration. Tracing and supplying of such informations vary from finding out final disposals on Endorsement, Memorandum on the one hand and to searches involving the examination of records of many departments for periods covering centuries on the other. With the aid of the reference media provided and above all with the knowledge of the records gained in the course of supplying information Tamil Nadu Archives traces and supplies the required records or information as quickly as possible.

Most of the important matters affecting public rights or policies have their root in the past. This being so no public policy can be revived, no important change in administration can be introduced without a study of the records available in this Archives. The Government, therefore, asks this Archives to prepare comprehensive notes supported by documentary evidence upon important matters arising in the course of administration or on points at issue or whenever reforms in administration or change in policy are contemplated. Tracing of information and preparation of notes in such cases are by no means easy. The papers on the subject have to be collected from the original records of several departments of the Government and Board of Revenue for periods sometimes covering centuries, studied with utmost care, the irrelevant eschewed and the relevant extracted. Materials on printed sources have also to be collected and studied. Then the notes embodying the practical experiences of a series of administrators and showing at a glance the origin, the growth and the complexities of a number of important factors governing the point at issue has to be written carefully without sacrificing any important point. The subject of the notes varies from individual claims to

reforms in administration. Some of the intricate searches are the searches made and the notes prepared on the history of Malikhana, Parapanad family, on 99 years leases, on the origin and basis of Tasdicks, on history of Ulundurpet Choultry, on the origin of Trishvekam tenure, on the origin of Marine Aquarium, Madras, on Mohini allowance to certain Devasthanams, on history of carnatic mosque and tombs, on corruption in Public Service, on history of Karaikal and Pondicherry Consuls, on Shia Mosque, Mylapore, on re-organisation of Jamabandi system, on alignment of Nilgiri Railway, on tenancy problems in ryotwari areas other than Malabar, on territorial waters, on agency areas and their problems, on history and tenure of Umbiligai inams. A brief description of some of the more important searches furnished to the various departments are as follows:

(i) *Separation of Judiciary from the Executive*: The note was prepared for the use of the committee appointed in connection with the separation of Judiciary from the Executive. It describes the origin and growth of the agitation for separation, the various schemes suggested and the arguments for and against separation.

(ii) *Sir Charles Trevelyan, Governor of Madras (1859-60)*: No Governor of Madras accomplished so much in a short term of office as Charles Trevelyan. This note describes what able, energetic and capable administrator Sir Charles Trevelyan was, the reforms in Revenue, Police, Military etc., initiated by him and with all his zeal for reforms how he fell into the bad books of his masters and was recalled.

(iii) *The Government Museum, Madras*: A committee was constituted in 1945 to suggest improvements to the Government Museum. It made certain recommendations the implications of which cannot be understood without knowing the history of the matters to which the recommendations related. The note written provided a historical background to some of the main recommendations of the Museum Committee and criticised

these recommendations in the light of the information available on record.

(iv) *Excluded and partially excluded areas*: The excluded areas are Laccadive islands including Minicoy and the Amindivi islands and the partially excluded areas are the Agency tracts comprising the hill regions of Vizagapatam and East and West Godavari districts. The Government of India desired to have factual memorandum prepared on these areas for the use of the Constituent Assembly. The note describes briefly how these areas have been governed with what machinery and against what constitutional background.

(v) *Origin of two lakhs fund*: The search was made and a note written in connection with a claim in respect of it. The note narrates the origin of the fund and the obligation to the Government to maintain from the fund not only the families of Hyder Ali and Tippu Sultan but also their dependents on certain conditions.

(vi) *Legislation for the administration of Religious and Charitable Endowments in Madras*: This was made on the request of the Government. The note traces the various attempts made by the Government to bring in legislation for the better administration of religious and charitable endowments in Madras from the advent of East India Company down to the passing of the Madras Act of 1951.

(vii) *History of Pasipalli and Belalam Villages in Salem District*: During the settlement operations under Abolition of Estates Act, the Settlement Officer considered that these villages measuring about 1000 acres were "no man's land" since they did not come either under inam or zamin or Government Villages. But on a suggestion made by the Settlement Commissioner the case was referred to this Archives for tracing the past history of the Villages with reference to the records available. The search among the records revealed that they were Government Villages.

(viii) *Buckingham Canal*: The Buckingham Canal is a navigation canal which runs through the Madras and Andhra

Pradesh. It runs almost close to the East Coast and joins up a series of natural backwaters besides connecting all the coastal districts from Guntur to South Arcot. The search was made on the request of the Government of India for the use of the Estimates Committee of Parliament. The note tells the history of the canal.

(ix) *Cannanore Fort and Cantonment*: The Bibi of Cannanore claimed the Fort and Cantonment area of Cannanore and requested for their restoration to her on the abolition of Cantonment. The search was made to examine the claim and the note gives the history of the Fort and Cantonment which is very interesting.

(x) *Brennen's Charity Endowment*: Mr. Edward Brennen, Master Attendant at Tellicherry died on 2-10-1859 leaving a will bequeathing his munificent legacies for the promotion of English Education and religion. The note describes the history and administration of the Endowment.

#### **Elihu Yale, Governor of Madras**

This article was written on the occasion of the 250th anniversary of the Yale University, U. S. A. Yale was a bold and enterprising diplomat administrator much interested in social welfare but somewhat careless in the Company's Commercial affairs. It gives a short account of Yale's career as Governor, Collector and benefactor.

#### **Abolition of Board of Revenue**

This article gives a short history of the Board of Revenue and the attempts made for its abolition, from the earlier days down to the present besides discussing the arguments for and against abolition.

#### **Sovereignty of the Rajah of Ramnad**

The Rajah of Ramnad is the hereditary head of the Warrior Maravar Caste, and he established his sovereignty by assuming virtual and even actual independence as evidenced by the existence of coins struck by certain rulers of Ramnad. This article describes shortly the history of the Sovereignty of the Rajah of Ramnad and the fishing etc. rights enjoyed by the Ramnad Zamindary.

#### **Prison Administration**

According to Gandhiji all criminals should be treated as patients, the jails as hospitals admitting such patients for treatment and cure, and the jail staff as physicians in the hospital. This article gives the history of prison reform, humanitarian ideals, history of jails and suggest certain reforms.

#### **Famine in Madras Presidency and the need for major Irrigation Projects**

The Presidency of Madras has not been more fortunate than other eastern countries, in exception from the horrors of famine. The chief causes for these scarcities are described in a letter to the court of Directors as early as 1733. This article describes the famines that occurred in the Madras Presidency, the opinion given by the different Collectors, the action taken by the Madras Government and the resolution of the Government of India for the construction of large irrigation works during the times of famine. It also suggests that the rivers from Ganges to Cauvery and Thambravarani should be interlinked to avoid flood and famine in India.

Searches on behalf of private parties too, on payment of cost, for geneological and ecclesiastical information, nationality particulars and service condition of their ancestors are undertaken by this Archives. Moreover archives, containing as they

do, title deed to claims, properties and privileges of large classes of private individuals preserved in unbroken official custody, furnish unimpeachable legal evidence to such classes whenever their rights are questioned or threatened. A number of searches are annually undertaken to help these private parties who seek the aid of records for upholding their right in court of law, copy applications in such cases are received through the Board of Revenue.

#### **Conclusion**

The volume of the archives held by the Tamil Nadu Archives has increased beyond its capacity to accommodate and the value of the archives has been well understood by administrators, legislators and the research scholars. But the facilities available for research are limited in regard to staff, accommodation and reference media. This archives has, therefore, now on hand proposals for expansion of research facilities.

## Preservation Practices in Tamil Nadu Archives

BY

VINCENT JOSEPH  
*Tamil Nadu Archives*

### I

#### Reputation of Tamil Nadu Archives

The Preservation Practices in Tamil Nadu Archives are noteworthy since it has been one of the leading exponents of scientific record preservation ever since its formation in 1909. Dr. Bhatnagar, former Educational Adviser to the Government of India, had praised highly of the Tamil Nadu Archives and remarked that the "Madras Record Office was the envoy of all State Archives in regard to the richness of its collection and their scientific maintenance". The methods of Preservation of records adopted in Archives are as follows :—

Preservation of records is one of the primary functions of an Archives. The value of historical records increases as centuries pass by and older the records the greater their value, both for administrators and for historians. The problem of preservation of records has two main aspects. Firstly, the preservation of records on good paper which are not affected by any destructive agencies against deterioration in future by proper housing, control of atmospheric conditions and precaution against insect attack. This really is preservation by preventive measures. Secondly, the rehabilitation of brittle, damaged or insect-infested records by fumigation, lamination and chiffon mending.

#### Scientific Housing

The Archival Repository of Tamil Nadu is situated within a spacious compound where the record Stacks are built away from the road in the centre of the compound which is surrounded

by walls of 6' to 7' in height. The compound has a sprinkling of large shady trees. The trees are, however, not allowed to grow near the record rooms as they might breed beetles and other insects which would enter the rooms. Grass lawns all around the building help in reducing dust and also give a cooling effect during the greater part of the year.

The record stacks are of solid construction by brick and cement. The roofs of the record stacks are terraced and thus made burglar proof. The walls are covered with glazed tiles inside the stacks. This prevents the walls from accumulation of dust and makes cleaning easy.

The floors of the record stacks are covered with 'Cuddapah' slabs or cement concrete. The joinings of the walls and the floors are rounded off with cement plastering, cornices and sharp angles are avoided as far as possible. The cuddapah slab floorings are regularly cleaned with 'Mop' and duster. This arrangement prevents accumulation of dust and breeding of insects and spores. They make the floor neat and tidy. The main corridor and sub corridors leading to stacks are covered with strong coir mats in order to prevent dust from entering the stacks. Periodically the coir mats are removed for cleaning the dust accumulation beneath. The walls of the main and sub-passages are painted green to give a cooling effect. The building is carefully designed, constructed and well furnished in order to protect it from fire, burglary, incendiarism, dust and insects. Arrangements have been made to watch the building during night and out of office hours. The resident Durwan and Assistant Durwan go round the building at frequent intervals during night. Their work is checked by means of Tell-tale clock.

#### Fire preventive measures

All the stacks are provided with fire proof iron doors and Iron fire escapes. In the ground floor all the windows are fitted with glazed shutters and iron bars. Sufficient number of fire Hydrants are provided around the stacks. These hydrants are connected to the City water main. There is also a large static

water tank inside the office compound. Every stack is provided with adequate fire fighting equipments. At the entrance of each stack and at other convenient places are kept different types of Fire Extinguishers and Fire buckets of Sand and water. The whole staff of this office is trained in the use of the fire fighting equipments. As a general precaution the record racks, both the iron uprights and the shelves are wholly made of galvanised iron. The tall racks are partitioned into sections by two floors of Iron gratings constructed above the ground floor. The danger of fire, if any, will be restricted thus to a particular section instead of being general. The Director has been trained in Fire-fighting by the Station Fire Officer attached to Madras Fire Service. After the completion of training, the Director, Tamil Nadu Archives has submitted the following proposals to the Government.

To install (a) "Fire alarm bell" in all the corridors leading to stacks.

(b) Provision of smoke or fire detectors.

(c) Provision of colour lighting arrangements in the Stacks to know that a particular stack requires Fire attention.

(d) Direct telephone connection to the Fire Station to be provided to the Durwan, who is in charge of this office during holidays and out of office hours.

(e) Providing Additional Fire Extinguishers viz., Soda, Acid, Carbon Dioxide and Carbon Tetrachloride.

(f) Connecting the existing Fire Hydrants very near the corridors and fixing Hose reels at the entrance of the Corridors and record stacks.

The existing overhead water supply connection has to be extended to the 1st floor (in between the Director's room and Conference Hall) of the office Building for fixing delivery wheel pipes and Hose reels.

(g) Raising of the compound wall upto 15' and providing sun shades for all the windows facing the Hotels on the northern side of this office buildings.

(h) Provision of gauze wire (wire mesh) to all the windows in the north.

(i) White washing with gypsum plaster for making the building fire proof.

(j) Using of fire retardent paint for all racks and walls where ordinary paint is used.

(k) Use of fire proof mixture for all cloths and curtains etc. used in this Archives, in order to make them fire proof.

(l) Conducting of Joint Fire Drill with the Fire Fighting Unit of Tamil Nadu Archives and Madras Fire Service once a year.

(m) New buildings to be constructed are to be made fire-proof.

#### Proper arrangement for light and ventilation

Generally fungus, Silver fish and other record pests breed in damp, dark and ill ventilated places. A record room should therefore possess adequate natural light and ventilation. Sun's rays should not however be allowed to fall directly upon the records as they will have a deleterious effect on Ink, paper and parchment. Ventilation is considered to be the fundamental preservative of paper. Proper ventilation will prevent dampness and for this reason it is necessary to have enough windows which are to be kept open for a time every day.

The Tamil Nadu Archives is provided with a large number of windows and ventilators. There are more than 1,000 windows in the Stacks, facing each other. The glass shutters fitted to the windows are useful to prevent the rain and actinic rays from entering the record rooms. Additional ventilation is best provided by means of ceiling and exhaust fans and cowle ventilators.

#### **Lighting arrangement and adequate precaution against electric fire**

All Electric Wires are made to run through metal tubes to prevent electric fire. C.T.C. Fire Extinguishers are fixed near the Switch Boards for use in case of electric fire. Heat by electricity is avoided by switching over to fluorescent lighting.

#### **Control of Heat and Humidity**

Excessive heat has the effect of making the paper brittle, which will crumble into bits after some time. Excessive variation in temperature has an equally deleterious effect on paper. The cellulose fibres of the paper expanding and contracting over and over again, under such conditions weaken them. Too little humidity tends to dry the cellulose fibres and rob them of their resilience while too much humidity encourages the growth of mould. Since the Tamil Nadu Archives buildings is scientifically designed and constructed, danger from mould is rather remote. However, to avoid heat and humidity air conditioning is a primary requisite.

#### **Problem of Dust**

Accumulation of dust among records is unhygienic and favours the growth of mildew. Regular dusting of records is necessary for keeping them in tidy condition. The ideal method of dusting records is the use of electrically operated vacuum cleaners. The precaution against dust calls for greater attention in Archives repositories and the more so in the Tamil Nadu Archives which is situated near the Egmore Railway Loco shed. Air conditioning may avoid the dust.

(a) *Dusting work inside the Stacks*: Daily dusting on a regular and systematic programme is done in every stack, both with hand brush and with the aid of vacuum cleaners. A stipulated number of shelves are first emptied by Record Clerks and the shelves first cleaned with the vacuum cleaner. Then the brush of the cleaner is made to run gently over the sides of the bundles and volumes, so that the dust deposited on the records are cleaned. This operation is performed with great care and caution

to avoid any damage to the records while cleaning. The bundles cleaned are then replaced on the Shelves in a vertical position, without causing damage to the lower edges of the documents resting on the shelves.

Hand brushing by means of a soft large size brush, of a stipulated number of shelves as well as the bundles and volumes is also daily done in the stacks under the supervision of the Referencer in-charge of the stack wherever necessary. All the Referencers are required to submit daily a dusting report stating the number of shelves dusted. The record clerks attending to dusting are provided with dust mask to safeguard against inhaling the injurious dust particles. Cobwebs on walls and ceiling etc. are cleaned periodically.

The floors of all the stacks are kept neat and clean by getting them swept as often as necessary by sweepers. The fragments of slips papers etc. are removed and deposited far away from the office building. The dust accumulation deposited in the large dust-tank are removed daily by the cleaning department of the Corporation of Madras. In this connection it is worth mentioning that the sweeping and cleaning of the stacks and corridors have been facilitated in this office by having all the joinings of the walls and the floor curved with cement, a method suggested some time ago in a paper read before the British Records Association. This has not only prevented the accumulation of dust and deposits of spores of insects but effectually warded off a greater danger, the entry of white ants into the buildings.

(b) *Other methods for preventing dust*: This archives has not been using brown paper wrappers because it produces a finer type of brown dust which is particularly harmful to the documents. All documents repaired in this office are put under manilla docket. To avoid the deposit of dust, maps and plans are put under manilla wrappers which provide ventilation but allow no dust to settle on the documents. Old and valuable large maps and plans are kept in special map cabinets which are dust proof. Valuable maps which are in rolls, which cannot be cut into

sections or flattened without damaging the writing on them, are kept in rolls, after being repaired or backed with linen, if necessary in specially made cardboard tubes provided with lids and ventilation holes. The holes are protected from the outside with chiffon to admit the entry of air but not any dust or insects. Cardboard Tubes of this type are preferable to Tin tubes, which are subject to condensation and rust and which get heated during hot season.

(c) *Preventing dust by Carton Box arrangement* : These are ideal for the storage of records. Valuable loose paper files or pamphlets are kept in stout card board boxes with open flaps in front and with ventilation holes at the sides. The boxes are not fully packed and occupy a most easy and natural position. The records kept in these boxes are virtually dust proof as no dust or insects can enter the boxes even through the ventilation holes, which being protected by chiffon admit only air and not dust. Napthalene balls are placed in the boxes periodically and this acts, as effective preventive against the book worms. Keeping docketed manuscripts in carton boxes ensures safety from dust and it is an ideal method of Archive Storage.

(d) *Preservation of Loose files by Folder Method* : Loose files and documents against the danger of dust are preserved by Folder method. Files containing loose papers of various sizes which usually come from the Districts, have been repaired and made up into what are called folders. The folder is a type of portfolio with the back and covers similar to those of the volumes made up of sufficient stout cardboard covered with green art canvas, but with the addition of folding flaps at the 3 sides, which can be folded over the entire file kept in side. The file is, secured to the back of the folder by whip cord which is made to run through holes made at the back of the file (through the guards) and the green art canvas boards. It is neat to look at, less costly than the making of volumes, and above all, less liable to allow any of dust into its contents.

(e) *Preservation of valuable Library books* : All the valuable Library books are kept in glass almirahs and on open racks. The doors of Almirahs are frequently kept open for hours when the weather is fine to allow sufficient ventilation. Practically no dust enters these almirahs, but as a measure of precaution against dust and insects, the almirahs and the books are cleaned periodically. As regards the books kept on open shelves, they are occasionally taken out of shelves and dusted with a feather duster. The vacuum cleaner is also used for dusting purposes.

It has to be admitted that the problem of dust cannot be completely solved, because dust cannot be effectively excluded without the exclusion of ventilation and as ventilation is essential for the purpose of preservation of archives, it has to be secured even at the risk of some danger of dust. The danger however, can be got over to a considerable extent by Air conditioning the Record Stacks.

## II

### Arrangement of records

The records or documents are tied between two pieces of teak wood planks slightly larger than the records. This will avoid their warping due to variation in temperature and humidity. The record planks containing the records are tied near both ends with cotton tapes. While tying a bundle, care is taken to see that the tape does not cut into the edges of the file, record or document. The bundles are kept on the shelves vertically and care is taken to ensure that the bundle is upright, there is no leaning of the bundles against each other and that the ends of the records do not get curved under pressure. All endeavours for proper preservation and storage will be in vain if care is not observed in handling the bundles of records or files.

The following instructions are strictly imposed on the staff of this Archives in regard to arrangements.

- (a) Records should be handled with care.
- (b) While removing the bundles from the shelves they should not be dragged out or pulled out from their places.
- (c) The bundles should not be thrown on the table or floor but should be placed gently.
- (d) The records should be taken out after untying the bundle and in no case it should be dragged out.
- (e) The bundles should be lightly lifted with both hands, care being taken to see that the other bundles are not disturbed.
- (f) After the required file is removed and a slip provided in its place, the bundle should again be properly tied and restored on the shelf.
- (g) Out-sized bundles should be bifurcated into bundles of convenient size.
- (h) The Office Assistants, Record Division and Preservation, should daily go round all the Stacks and ensure that the stack is clean and that the bundles are properly dusted and arranged.

*Precaution against insects:* The presence of edibles in the record room may attract insects. Hence, no one is allowed to take tiffin or meals inside the stacks. A tiffin room is provided outside the stack area. Smoking is strictly prohibited in the Record Stacks and any type of open fire is also forbidden. No chemical or oil substance are stored in the record stacks. Visitors are not allowed inside the stacks.

The damage done to books and records by insects is often considerable. Perhaps no repository is completely free from depredation of insects. Under favourable conditions insects multiply very rapidly. Vigilance and preventive measures therefore become necessary. The conditions in the Tamil Nadu Archives do not favour the rapid growth of insects. But occasionally some traces of insects are noticed and the danger is well controlled by various methods of preservation.

(a) *Book Worms:* Book Worm is a voracious eater of record materials viz. paper, board, cloth etc. The book worm and book lice (Psocidis) are more dangerous in their damage to record materials than the surface feeders. The species called '*Gastrallus indicus*' is a common variety in our country. Eggs are usually laid near the surface of book binding. The eggs are hatched within 5 to 10 days, and larvae eat their way into the interior of the book. After 5 days the fully developed insects emerge. It is, therefore, difficult to detect them till considerable damage has been done. The book worm or book beetle has two stages of development, viz. larvae or grubs and fully winged larvae. The larvae or grubs generally travel from the surface down the bulk of the volumes and cause damage in the form of pinholes and employ parallel sided tunnels, while beetle is the main cause of spreading the infestation to other uninfested records.

As a precaution against book worms, fumigation is carried out in an air tight wooden cabinet, the shelves, of which are perforated. Records for fumigation are spread on the shelves and bound books or files are kept open in inverted 'V' shape with the bound part forming the apex. Para-di-chlore benzene is placed in a small cup at the base of the cabinet. A 10 watt. electric lamp is also installed at the base of the cup board and heated. On heating, the closed space inside the air tight cabinet becomes saturated with Paradi-chlore Benzene which destroys the living larvae and active beetles. The time of fumigation varies from 7 to 8 days and in some cases a repetition of

the fumigation process is necessary in order to eliminate completely the developed insects.

(b) *Cockroaches*: This insect is perhaps the most common of all the household insects and eating paper, board, leather and cloth binding specially where paste and sizing is used. Moist air, warmth and darkness form the most favourable environments for their breeding. They are closely related to grasshoppers and crickets and are dark brown in colour having two protruding antennae. There are a number of varieties of these species, out of which common household cockroach is omnivorous exhibiting a marked liking for sweetened and starchy materials. During day they retire to dark and damp corners or rest in crevices, but roam all over at night in search of food.

To avoid cockroaches, periodic use of insectal powders like D. D. T. or Spray insecticides like Flit at places frequented by insects (*i.e.*) dark corners, walls, beneath and at the back of racks and almirahs is a good precautionary measure to prevent insect infestation to records. As far as this Archives is concerned the nuisance of cockroaches is seldom noticed.

(c) *Mildew & Fungi*: A group of vegetable organisms (grey to dark brown in colour) attack paper and board producing brown rusty patches usually known as foxing. These Micro organisms grow very slowly at low temperature (40°F) but very rapidly at the optimum temperature which is different for different species. High humidity and stagnant air provides favourable conditions for growth. Mildew is common in volumes and books which remain pressed against each other. This is due to the fact that when the book or volumes are pressed one against the other, the intervening atmosphere is reduced to a thin flat stagnant air pocket which favours the growth of mildew. Books and volumes loosely shelved are not generally so mildewed.

Free air supply and maintenance of temperature and relative humidity in the range 22-24°C (72-75°F) and 44-55%

respectively, check the growth of mildew. If regulation of temperature and relative humidity within the above limit is not feasible the growth of these mildew organism can be retarded, to a considerable extent by maintaining through air circulation in the room with the help of electric fans. In case Mildew mould infestation has already occurred in books and volumes, the only means of eliminating it, is to fumigate the infested materials with Thymol. Such cases are very few in this Archives. The infested records are fumigated with para-di-chlore-Benzene, in this Archives. This chemical kills the organism but does not remove the organism or the accompanying stain.

(d) *Silverfish*: Silver fish is a surface feeder which generally damage the outside of the Volumes, namely, binding fabric, leather, board etc. The records kept in contact with damp walls will not only be dampened, but are likely to be damaged by Silverfish. Silverfish is a tiny insect with glistening grey scales which give them a metallic lustre. They are active only in damp and dark places and hide away in crevices in light. These insects do not multiply rapidly but are difficult to eradicate.

As a general precaution, contact of records with walls are avoided. Bundles of records are not allowed to lean against walls. Book rests of suitable size are used for keeping the bundles at the ends erect. In order to avoid contact of records with the walls racks are installed at 6" away from the wall. Keeping racks and almirahs away from the walls also helps cleaning of Cobwebs etc. The systematic arrangement of rack and records bundles in this Archives do not encourage much havoc from Silverfish in this Archives. Silverfish is, however, found occasionally in a few places, but immediate precautionary methods as explained above are adopted and the danger arrested. As an additional precaution, Naphthalene Brick is placed on open shelves as it is a good deterrent to insects.

(e) *Termite (white ants) Locally known as 'Karayan'*: These are neither white nor do they belong to the group of insects

known as order Hymenoptera to which true ants belong. The colour may vary from pale yellow to dark brown. There are three types of Termites.

#### Ground Dwelling Species

(i) *Subterranean Termite*: They build their nests under ground and reach their food indirectly by burrowing through the earth and building covered runways.

(ii) *Mound Building Termite*: These are very well known on account of the ant hills built by them which occasionally grow to a fantastic size. These are built of earth particles cemented together by means of Saliva and are almost as hard as Cement structures. The humidity inside the mounds is remarkably controlled and maintained at a high level even arid zones. Indeed they are the air conditioned sky-scrapers of the termite-world.

(iii) *Carton Nest Building Termites*: They construct a Cellular nest of carbon, a compound of earth wood and faecal matter. A nest of this kind is egg shaped or round about the size of a football, enclosed in the ground or in wood or in branches of trees.

White ants are more destructive to records than the other insects. Among all the insects that damaged wood and cellulosic materials, namely paper, pulp board etc., the white ants are the most dangerous. They construct covered runways over bricks and concrete, have a marked aversion to light and work in concealment. The infestation of this species is usually detected only when the infestation has become severe and considerable damage has been done to the stored materials.

Considering these dangers special precautions have been taken in this Office. All joints of wood work in contact with the walls are painted with creosote oil, whenever sign of white ant is noticed. No almirah is built in the walls. The wooden almirahs and racks are kept sufficiently away from the walls

and the legs of the almirah and rack are painted with coaltar or creosote oil and the legs of racks are placed in metallic cups containing coaltar creosote. Prompt action is taken in the case of minor damage to building and proper repair is done in time. Recently a few white ant hills noticed around the compound of this office were completely eradicated. A metalled road around the building has been constructed and this averted the growth of white-ants. As an additional precaution, the Public Works Department is taking action to make the building Termiteproof.

### III

#### Methods of Repair Adopted in Tamil Nadu Archives!

(a) *Flattening*: The art of flattening and mending of document was first introduced in this Archives in 1920. The Government permitted Mr. Dodwell, to visit the Imperial Record Office, Calcutta, (now the National Archives of India, New Delhi) in connection with the study of mending old records. During the same year the Government sanctioned an additional establishment of one Clerk and two Attenders and ordered that they should be sent to Calcutta to be trained in Mending Work. Accordingly, J. Murray, Clerk and T. Swamidoss and K. Kondiah Raja, Attenders were trained at Calcutta in Mending Work.

(b) *Rehabilitation of manuscript volumes and loose documents in Tamil Nadu Archives*: The manuscript is first pulled into separate sections and sheets by cutting the threads which hold the sections. In case the back is glued and the threads do not come off easily, it is soaked in water taking care, however, to see that the dampness does not penetrate into the volumes and curve up or damage the sheets. The glue is then rubbed off before it dries and the threads are removed. The loose sheets are next numbered serially and treated thus. After deacidification, each sheet is placed on an oil board, and is then immersed in water, for a couple of

minutes and gently shaken to remove any possible particles of dust. A dry rolled towel is run over wet sheets to remove all creases, traces of dust and excess of water. When the manuscript is brittle and the ink spreads under moisture (and red ink and carbon inks are most dangerous in this respect) the sheet is placed on an oil board over the mending table and, where possible, slightly and carefully damped either by means of a wet sponge or a wet towel. At this stage the holes if any, are filled up in by pasting moistened bits of mending paper over the holes. Each of these bits is slightly larger than the hole, and if it covers the writings, the portion covering the writing is peeled off by means of ivory folders or by the tips of fingers. If the sheet requires only patching, strips of moistened mending paper are used as patches. Patches with irregular edges always adhere more firmly than regular clean out patches. As far as possible, paper of the same thickness as the original is used for patching. Otherwise there is the danger of the original sheet breaking round the patches. The paper that is used for mending is all-rag hand made paper of durable quality.

(c) *Backing*: If there is writing only on one side, the sheet is 'backed' by mending paper of required thickness. The 'backing' is done by applying gently and evenly a good paste over the blank side of the sheet with a soft camel hair brush and then by gently pressing the mending paper over it. The mending paper is cut into a larger size than the original for leaving 'guards', of sufficient breadth on all sides. All the mended sheets are put in the press and then flattened and stitched into files or 'dufters' or bound into volumes, the stitches in all cases being made to run through the guards.

(d) *Chiffon Repair*: If there is writing on both sides, a more elaborate process called 'Chiffoning', is adopted. In this process after the sheet is damped, filled in and patched up, as described above, a piece of chiffon, or thin transparent silk gauze, slightly larger than the paper in size is spread tightly over

the sheet placed on the oil board. The paste is then thinly coated over the chiffon and traces of superfluous paste are removed by wet cloth. The sheet is then guarded with moistened strips of mending paper. If the document has no margin or has only a very narrow margin, the guards are 'feather-edged'. This not only holds the document firmly but prevents the overlapping of the guard over the writing. An oil board is next placed over it and the sheet turned upside down. The process of Chiffoning is then repeated on the other side. Where the document cannot be damped without the ink spreading, the piece of chiffon is placed over the oil-board on the table and coated over with paste. The document is then placed over the chiffon and pressed on to it by placing another board over it gently. The other side is then similarly dealt with. It is worth observing that a part of the guard is made to fall over the chiffon to protect the latter from getting out of position. The portions of the guards covering the writing are then peeled off. In case a document contains writing on one side and a small endorsement or script on the other, the whole portion of the blank sheet is covered with new paper and the endorsement alone is rendered visible by cutting a window just big enough to exhibit the endorsement. The window is protected by a piece of chiffon pasted over the endorsement, before backing. The mended sheets are allowed to dry a little and then placed between pulp boards and kept in the press for about 24 hours. After they are removed from the press they are allowed to dry and when dried, they are made into sections and stitched into files or made up into volumes, the stitches being made to run through the guards.

(e) *Inlaying*: There is also another process, known as 'Inlaying' which is generally adopted in the case of books and manuscript volumes. The process is this. The old sheet is placed in the middle of a new and larger sheet of mending paper and the outline of the old sheet is marked on the paper. All the paper within the outline is then cut out leaving only a margin of  $\frac{1}{8}$  of an inch. The paste is applied to this margin.

The old sheet is then placed over the outline and the combined sheet protected by two oil-boards is kept in the press for some time. This process is adopted when the manuscript sheet has a narrow margin and when it is covered by writing on both sides. If however, the manuscript is brittle its sheets are first 'chiffoned' with the minimum of dampness without putting it into water and then inlaid.

(f) *Other methods of repair* : It is occasionally found that document exposed to damp for a considerable time adhere to one another and form a brick-like mass. These documents will also be found to be affected by borers and silver fish. The leaves of such documents cannot be separated by the manual process of damping that is, by immersing it in water. The best thing to do is to wrap such a bundle gently in damped cotton wool and, after covering it with a piece of cloth, to keep it wet for a couple of days, if necessary, by sprinkling some water over it. When opened the papers which had adhered to one another can be easily separated by means of a mender's folder and a needle. If, however, they still present difficulties some damped cotton wool may be inserted in between the folds of the documents at the edges and the experiment repeated for a few days more. After the sheets are separated, as described above, the sheets can be repaired with or without chiffon.

All these methods of repairs demand practical training in an archival repository.

It is to be noted that, in a hot country like India, where we have to contend, with a host of record pests, the paste which is used in all repairs should contain a sufficient proportion of an effective insecticide. This will not only kill the larvae existing but will also repel fresh insects. The paste used in the Tamil Nadu Archives is made of Maida flour to which is added a small quantity (say 2%) of mercuric chloride. It is prepared daily so that it may be used when it is fresh.

(g) *De-acidification* : A new process namely De-Acidification of records has been recently introduced in this Archives.

According to this, records are mended only after de-acidification. By this process the acid contents of the paper are removed by two Alkaline solutions, which lengthen the life of every document.

(h) *Leather-Preservative Mixture* : The mended records should be segregated from the unmended ones, so as to prevent the insects and larvae from spreading from the latter to the former. Sometimes volumes which may appear sound except for slight marks left by the borers, will be actually found to contain in their bindings a horde of larvae, and even active insects. The binding especially leather bindings, therefore, require careful examination. And this can be made only by ripping open the binding. In case the binding is too much affected it is advisable to remove it altogether and replace it by a cover of art-canvas. Leather covers are best protected by a preservative mixture of

|                      |                     |
|----------------------|---------------------|
| HEXANE               | 11 ounce fluid.     |
| BEES WAX             | $\frac{1}{2}$ „ av. |
| LANOLINE (Anhydrous) | 7 „ av.             |
| CEDAR OIL            | 1 „ fluid           |

applied to them. A small quantity of neat's foot oil may also be added to this mixture.

#### The Need for Scientific Preservation

If the documents require fumigation, the following methods advocated by English Archivists may be tried. Paradi-chlor-benzene 1 lb; 1 to 10 c. ft. crystals are laid at the bottom of a large box and the volumes etc. are placed on a grating above them. The box is then kept closed (all joint being carefully sealed with vaseline) for not less than 10 days. No naked light should be brought near the box. For fumigation on a large scale vacuum fumigation is preferred. This makes the process of fumigation easier and simpler.

One of the best way to preserve records is to avoid frequent handling of such fragile documents, especially by Researchers. Micro-filming and photo duplication serve the cause of Preservation and historical research.

The technique of Mending work in this Archives has been improved when Dr. B. S. Baliga, became full time Curator in 1934. He was trained in the British Record Office, London, which is noted for its excellent chiffon repairing even now. But this Archives has yet to introduce modern methods of preservation such as Lamination Machine, Vacuum Fumigation Chamber, Micro-filming Unit (including micro-fiche and xerox), Air cleaning Unit (Air Gun) and Air-Conditioning. The necessity for and importance of introducing these modern equipments in this Archives have been explained to the Government by the present Director, in his report on the Training, observation and study in the National Archives in Delhi, Calcutta, Bombay, Hyderabad and Madras. Separate proposals were also submitted to the Government for sanctioning the purchases of the equipments etc. we are thankful to the Government that they have decided to introduce Machine Lamination, Vacuum Fumigation Micro-filming and to construct a separate Building for the Preservation Division as Part II Scheme for 1969-70.



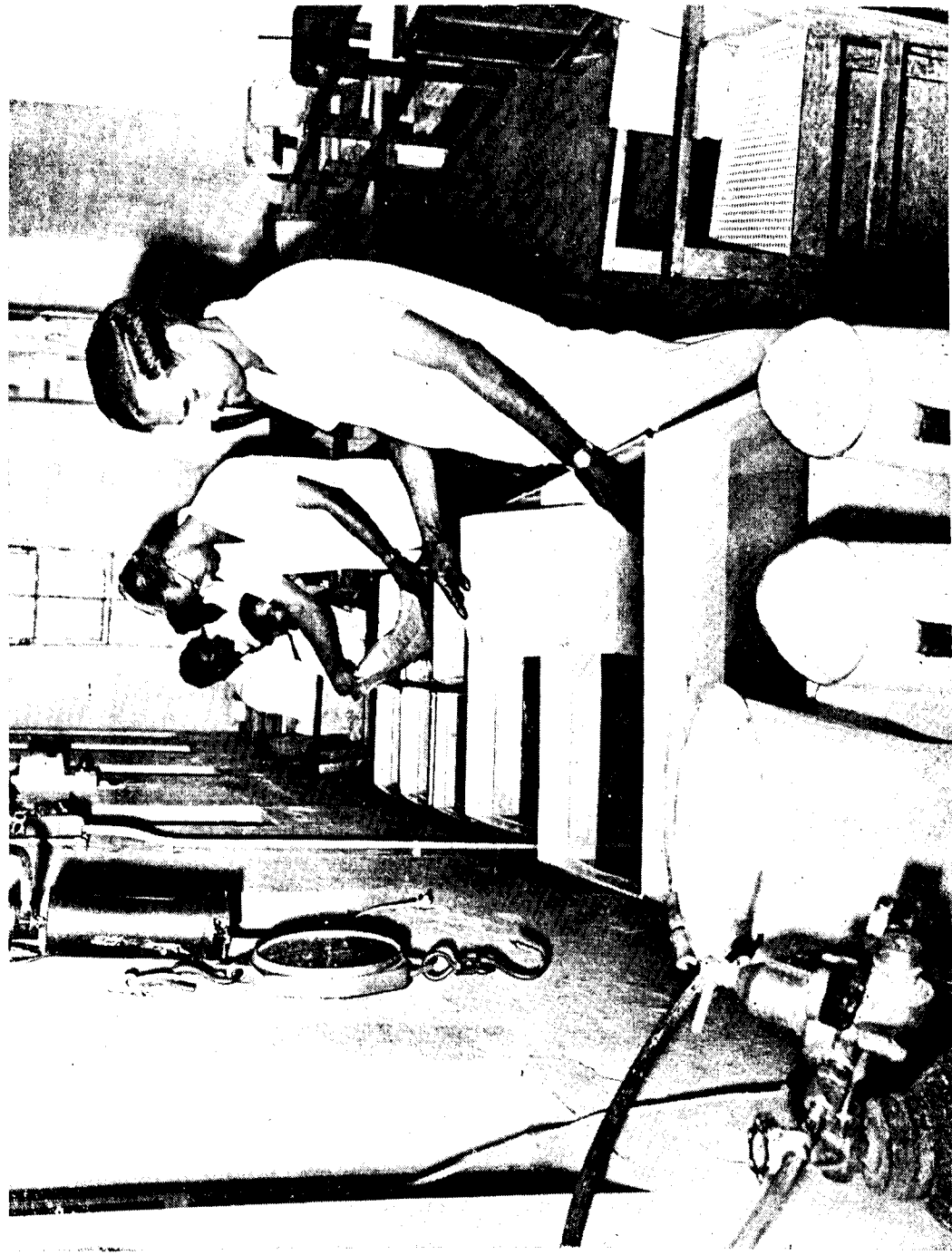
Dusting of shelves by vacuum cleaner in a stack



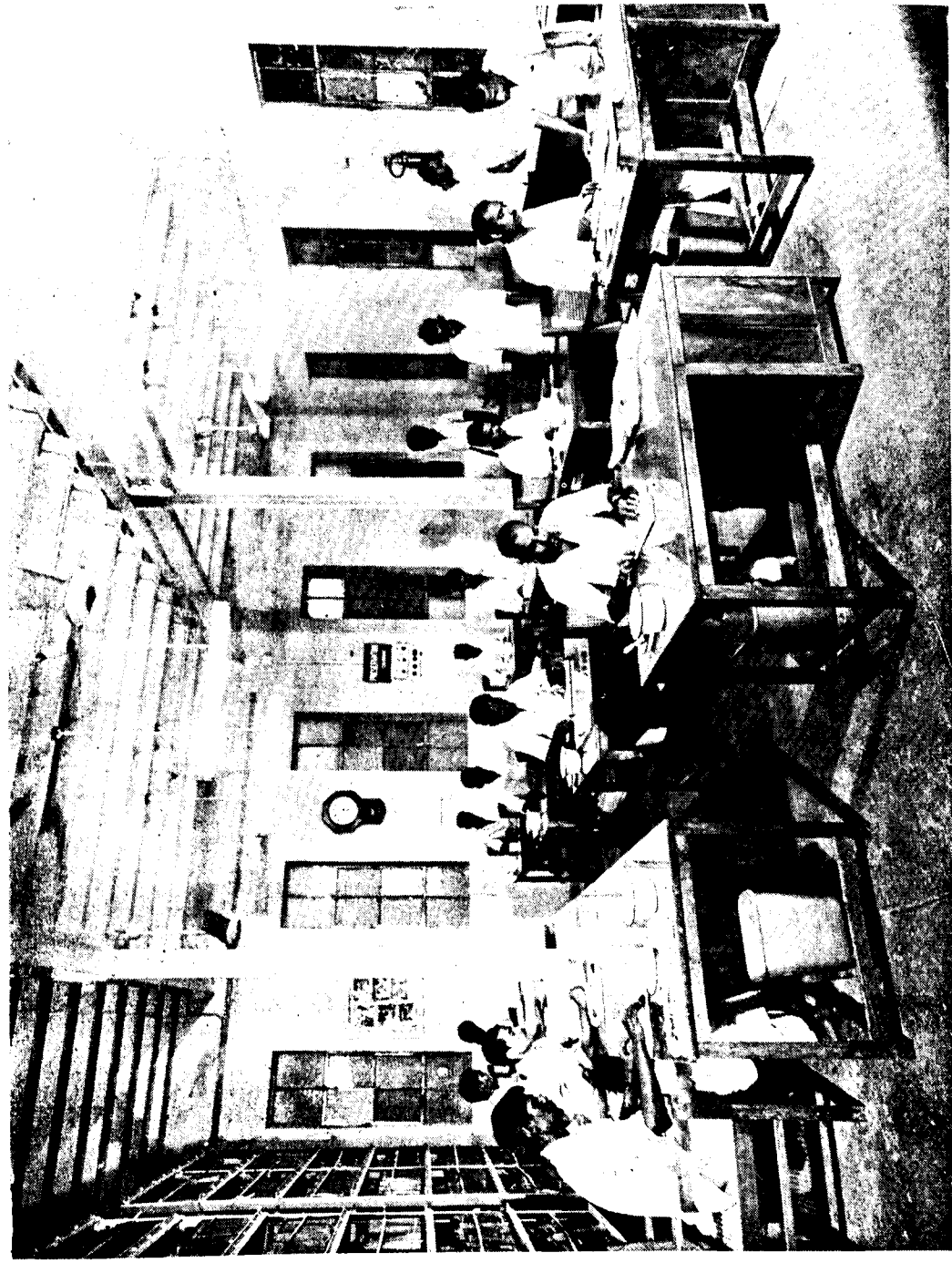
A view of Stack 3 - cleaning



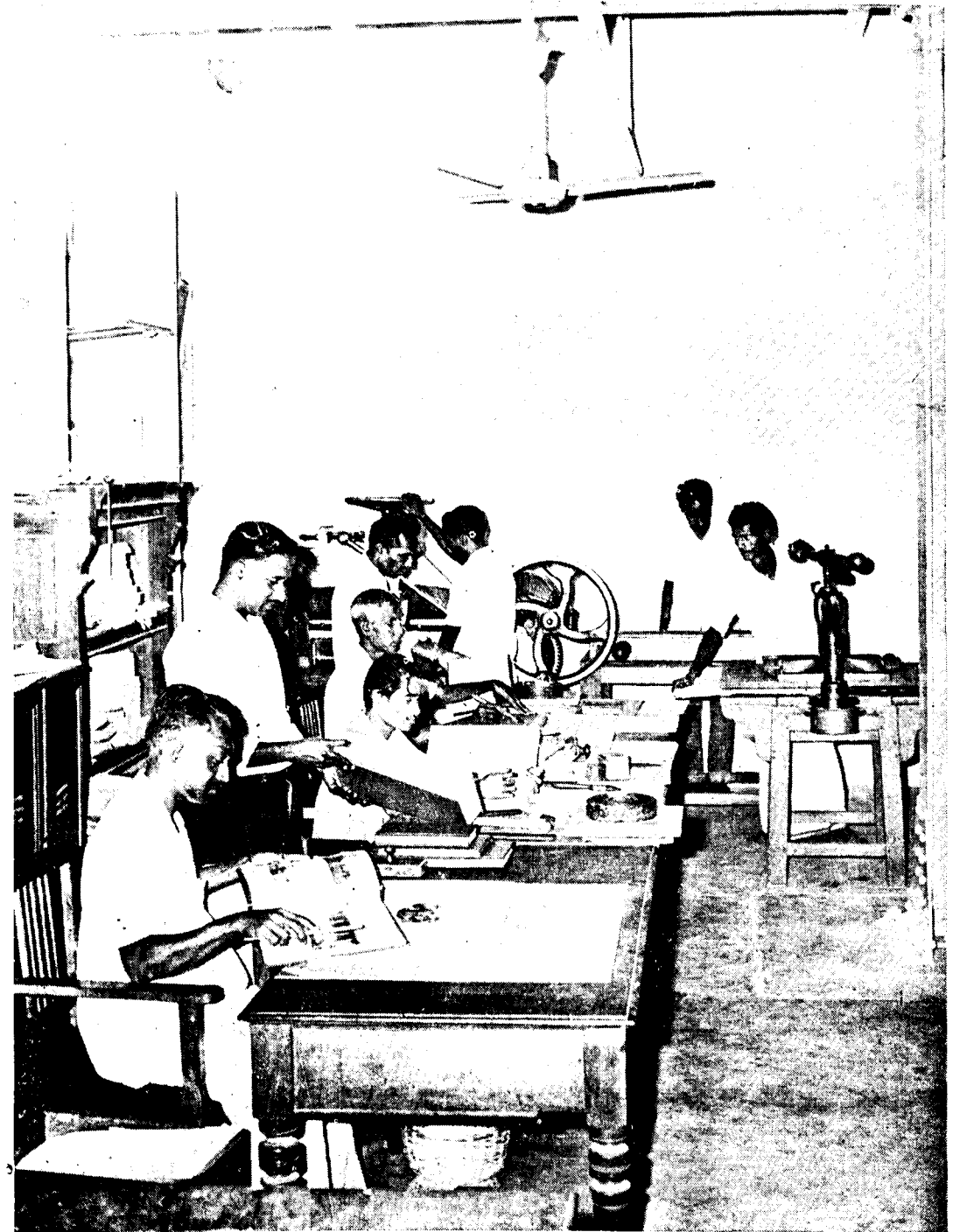
Fuimgation Cabinets in Tamil Nadu Archives



Deacidification of documents at the Preservation Division Tamilnadu Archives.



A view of the Mending Section of Tamilnadu Archives



Binding Section.

# Publication Schemes in Tamil Nadu Archives

BY

V. LALITHA

*Tamil Nadu Archives*

## A. Recognised Reference Media

Tamil Nadu has done more than any other State in India for the provision of reference media to its archival collections. It is evident that without proper reference media, the archives are bound to remain a sealed book to the historians as well as to the administrators. And it is in order to facilitate historical and departmental research that, besides general guides, Press lists, Calendars, Indexes and other special guides were prepared and printed.

The Tamil Nadu Archives has five main types of publications *viz* : (1) Selections from Records (2) Press Lists (3) Calendars (4) Publications *in extenso* and (5) Classified Catalogue of Books registered at the Office of the Registrar of Books. It is worthwhile to discuss these main types of publications.

### 1. Selections from Records

The printing of selections from Records was adopted by Mr. William Huddleston and Mr. A. T. Pringle in the case of oldest records, the Consultation Volumes of 1670-1681. Mr. Henry Dodwell, I.E.S., continued it for a time. It was based on the principle of selecting only what was considered important and omitting the rest. But modern research is tending to become more and more intensive and specialized. Instead of general histories, theses or special monographs dealing with one or more aspects of each branch of administration are being written to day. New subjects are appearing, viewed from new angles. Our vision has extended far beyond the vision of the historians and administrators of say 50 years

ago. The demand for specialized studies on topics which were either neglected or summarily disposed of by old historians, is undoubtedly a move in the right direction. For, without special monographs or theses based on intensive research among original records, and covering, it may be, short periods, but offering the most considered and authentic interpretation of every aspect of past action and policy, no accurate and comprehensive general histories can be written. But in order to assist this move, it is not enough if the archivists issue mere selections from the records. It is for this reason that the Public Record Office, London, and the India Office have been issuing not selections, but calendars of their main series of records. A selection always implies omission, either the omission of what the editor regards as unimportant in each volume, or the omission of certain volumes as being of minor or of no interest. In both cases much latitude is given to the editor and his discretion or indiscretion is anathema to the specialist. To the specialist the matter omitted in the selections may be of particular interest, and he will not be able to procure it or even to know that it exists in the original records except perhaps by a chance remark made by the editor in the Introduction to the Selections. He will therefore be compelled to resort to the originals. And this he may not be in a position to do, unless he lives near the archival repository. Moreover the records he may have to consult will be constantly damaged if he and others like himself were to frequently handle them. It is bound to leave the rest in complete darkness. This will be an incalculable loss as much to the archives as to the historical world. For, once the records get beyond repair, once their ink fades or they crumble, they are irreplaceable. Hence the printing of selections is not advisable for old records. Finally no selection can give a complete and comprehensive view of history. It can only illumine certain aspects, subjects or periods. Selections, therefore, should be made in such a manner that while all important documents are fully extracted, the less important ones are calendared. This will ensure an adequate treatment to all the documents relating to any particular subject, only minor papers such as covering letters being omitted. Selections should also be made on as

broad a basis as possible, on subjects of a general nature. The method may, however, be adopted in the case of more modern records or in the case of certain classes of records whose sheer bulk or any other peculiar character precludes their publication in full.

## 2. Press Listing

Press listing was adopted in the case of all records from the earliest time *i.e.* 1670 down to 1800. This was done on the recommendation of the Secretary of State mainly with a view to facilitating a comparison with the Indian and Home records so that gaps in them may be filled in and a complete calendar of them may be issued. The Press lists served this purpose admirably, but directly contributed little to encourage research. Our Press lists are not like the bare lists of the India Office. Our Press lists allot index titles to all papers arranging them irrespective of their subjects in strict chronological order. The titles are usually a very brief precis of the subject to which they relate. "As a precis" wrote Mr. Macqueen "they are not above criticism and they fall short of the Index because the arrangement being chronological instead of alphabetical, it is difficult to collate references to any particular subject." Their value to historical students is thus necessarily limited, affording as they do only a ready reference to the transactions or events of a given year and no more. They are too brief to be of any material assistance in tracing the history of events of growth of policy. Nor can they be readily procured as they are not for sale. Mr. Dodwell observed "Press lists of our sort are absolutely unknown in European Record Offices.... The expenditure of energy and money in press-listing the 19th century records cannot be advised, for it would produce no commensurate advantage". Mr. Dodwell calls our Press lists a hybrid sort of thing neither Press list nor calendar, too long for the one and too short for the other, and also "costly, tedious and ineffectual". The only purpose they serve is to afford a ready reference to the transactions or events of a particular year or date and no more.

The Press lists were considered only a necessary step towards calendaring and thereby placing the archives in a more satisfactory manner before historical students. The suggestion came from the Secretary of State and after being fully discussed by the Government of India and this Government it was included as part of the duties of the Curator (now Director). Accordingly all the records from 1740 to 1744 and the Despatches to and from England from 1744 to 1765 were calendared by Mr. Dodwell, more or less on the lines of the India Office Calendars of the Factory Records. But the Calendaring of Revenue Records from 1763 to 1800, from the time the revenue administration of this Province began up to the introduction of the Permanent Settlement, was done on somewhat less elaborate method than those issued by the Master of Rolls in England but more detailed than those published by Mr. Dodwell.

### 3. Calendaring

Calendaring demands that every piece of information however unimportant or meagre should be mentioned or briefly stated, that every nook and corner should be lighted. Various views have been held as to what a calendar should represent. In his instructions to the Editors of the Calendars of State Papers the Master of the Rolls laid down :

(1) All formal and official documents should be described as briefly as possible.

(2) Letters and documents relating to one subject only should be catalogued as briefly as is consistent with correctness. But where they contain miscellaneous news such a description should be given as will give the reader an adequate notion of the variety of the contents.

(3) Whenever a paper is specially difficult to decipher or the allusions more than ordinarily obscure, the Editor will adhere as closely as consistent with brevity to the text of the document. He is to do the same when it contains secret or very rare information.

(4) Where he has deciphered documents in cipher, the decipherers may be printed at full length.

(5) Striking peculiarities of expression, proverbs, manners etc. should be noted.

(6) Original dates are to be given at the close of each entry that the reader may know the exact evidence by which the marginal dates are determined.

(7) When letters are endorsed by the receivers and the date of their delivery specified, these endorsements are to be recorded.

(8) The number of written pages of each document to be specified as a security for its integrity that the reader may know what portion the abstract bears to the original.

(9) The language of every document is to be specified.

(10) Where documents have been printed reference should be given to the publication.

(11) Each series is to be chronological.

(12) The Preface of Editors in explanation of documents in the volume is not to exceed 50 pages. —

The Master of the Rolls emphasised that the entries in a Calendar “should be so minute as to enable the reader to discover not only the general contents of the originals, but also *what they do not contain*”. If the information is not sufficiently precise the reader will be often misled. He will assume that where the abstracts are silent as to information contained in the documents, such information does not exist, or he will have to examine every original in detail, and thus the Master of the Rolls argued, “one great purpose would have been lost for which these calendars have been compiled”.

Mr. Dodwell seems to have generally adhered to these instructions in the preparation of his calendars. While they are undoubtedly valuable to one who undertakes the work of

calendaring, they should be modified in the light of more modern discussion on the subject. In 1921 the Anglo-American Historical Committee appointed two special sub Committees consisting of eminent historians and archivists to suggest principles on which mediaeval and modern historical documents should be edited. The reports of these committee which are given in full in the Bulletins of the Institute of Historical Research, London, discuss, among other things, the preparation of calendars. The important points that they recommended are well worth noting.

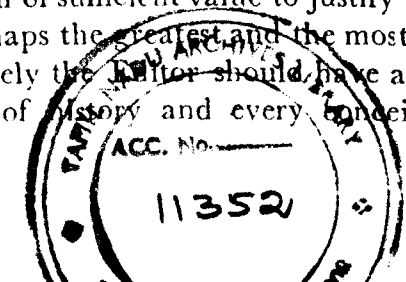
The Compiler of a calendar should aim at preserving as much as possible the language of the original and all matter contained in it irrespective of the points which interest himself. He may however shorten a document by means of the omission or abbreviation of non-essential parts while retaining the exact phraseology of the writer in other parts. Thus he may omit unnecessary words, phrases, sentences or clauses sacrificing, if necessary, the style of the original rather than its contents. He may substitute a descriptive phrase or formula for a repetitive passage in the original. He must, however, by notes in the introduction, by foot-notes, and by topographical conventions in the text, make it easy for his reader to distinguish the editorial phraseology from that of the original and to detect omissions. To facilitate reference to the document itself, he should retain the order of the original or if he departs from it, make it quite clear at what points he has done so. If the document is in a foreign language, he may begin by making a literal translation and then shorten his translation by the processes described above. Should exceptional circumstances arise in which he is obliged to make omissions he should not fail to give the reader information as to their nature and places where they occur.

Calendaring on somewhat similar lines was undertaken by the Editors of the State papers of the Public Record Office, London by Sir William Foster and Mr. Ottervill in the case of the Factory Records and Court Minutes of the East India Company, and by Mr. Henry Dodwell in the case of early Madras

Records and Despatches. The details, of course, varied in the case of each series of records. The Rolls Calendars were fuller than the India Office Calendars, and the India Office Calendars were more exhaustive than the Calendars of early Madras Records. Much depends on the bulk and importance of the documents to be calendared, the greater the bulk and importance, the greater is the need for brevity of expression. But all calendars while they differ to some extent in the method of abstracting important documents, some preserving more and the others less the language of the original, they differ little in the mode of indicating the contents of minor documents. Thus, for instance, statements, accounts, and similar statistical and detailed information are simply referred to and not described. Formal letters and minor correspondence are briefly indicated. The whole series of documents, major as well as minor, are arranged and calendared chronologically so that the reader may visualise at a glance what happened at a particular time, whether of major or of minor import, and collate with the aid of a unifying Index and Introduction all references to a particular subject without much delay and without in many cases being compelled to resort to the originals.

It is obvious that Calendaring is necessarily a slow process and that it throws much responsible work both on the staff and on the Editor. It is true that making of accurate summaries and observance of the rules 5 to 11 of the Master of the Rolls, may be left to a competent subordinate establishment. But this work will take up much of their time and energy; and the Editor not only will have to exercise careful supervision over it but also to see that the language of the original is as much as possible preserved, that allusions or obscurities are explained or cleared in their proper context, that what has been abridged has not been abridged at the expense of clarity of expression and that what has been omitted has not been of sufficient value to justify its inclusion. This last duty is perhaps the greatest and the most difficult. To discharge it adequately the Editor should have a good knowledge of every branch of history and every conceivable

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subject which makes up the detailed history of a country. What is more, he must have a vivid imagination, he must apprehend which of the facts mentioned in the records might, in future, make a valuable contribution to the various aspects of public activity. Further he will have to write a comprehensive historical introduction and prepare a detailed unifying subject index. Nevertheless, it is undoubtedly superior to the method of issuing selections. In every way it satisfies the research workers. It is equally valuable to administrators, it misses nothing, it preserves every vestige of past action and policy. It is by far the only method in vogue in modern archives. With the aid of a calendar we would be able to trace and summarise fully the origin, growth, development or abandonment of any policy of administration. In fact unless we consider that mere lists of records would serve every purpose of historical research, calendaring has to be adopted, if at all we intend to place before students a brief but succinct view of every aspect of history. Selections from records will not serve this purpose as admirably as calendars. Calendars, where possible, must be published in the case of important series of more modern records which are very voluminous and in the case of records which contain precious material mixed in a heap of duplicate documents which are of no historic interest. For the comparatively old records which constitute important series, which are of small bulk, and which contain a great mass of valuable information, the best method to be adopted is publication *in extenso*, a method which has been followed in the Tamil Nadu Archives in the case of almost all records upto 1750.

The Publication *in extenso* of the early Factory records which were fast falling into decay was begun sometime before calendaring, and though the original decision was to print only upto 1740, up to the point where the calendars begin, reprints have subsequently been made of almost all records including the few that were calendared up to 1750. The advantage of Publication *in extenso* are many and various. "The historian will use it to establish his facts; the student of diplomacy for its form and style; the philologist will expect an accurate representation

of the spelling of the original and in course of time other scholars may want to use it for purposes yet unknown." It lays before the reader an accurate reprint of all that the original contains. It omits practically nothing, so that he may find out whether the material for the development of his subject is or is not traceable in it. If it is traceable he gets it in the words of the original itself. If it is not traceable he can safely conclude that it is not in the original too. There is thus no need for him to refer to the original and this is a great boon to him if he were living in a distant country. Nor is it a lesser boon to the documents themselves. Even if he were living near the Archive Repository, it is seldom that he would be tempted to consult the original when he can more conveniently read its faithful reproduction in the Reprint which he might secure in any of the well furnished libraries, or book sellers. The original documents therefore would not be subjected to constant handling and to that extent preserved from damage or injury. Thus the value of the boon in printing *in extenso* in the case of old and important series of records becomes more apparent. Moreover, while the method involves typing, editing and proof-correcting it does not involve the special work connected with calendaring.

The principle upon which some records are reprinted *in extenso* while others are calendared is this: Reprinting is adopted in the case of the comparatively old records which constitute important series, which are of small bulk and which contain a great mass of valuable information. Calendaring is adopted in the case of the important series of the more modern records which are very voluminous and in the case of records which contain precious material mixed up with a heap of duplicate documents or documents which are of little historical interest.

#### 4. Preparation of classified Catalogues :

In 1952, the Government ordered the transfer of all books and periodicals kept in the office of the Registrar of Books, except the books and periodicals of the last three years excluding the current year to the Tamil Nadu Archives. They formed a

unique collection of all books, pamphlets, magazines and periodicals published in this State ever since the passing of the Press and Registration of Books Act of 1867, the like of which was not to be found anywhere in this State or in the whole of India. Neither the University Library nor the Commemara Public Library possessed all these books and periodicals. The value of this collection is undoubtedly great containing publications covering almost a century on all sorts of subjects in all the languages of this State as well as in English. Their appeal is almost universal. Scholars and others interested in so wide a variety of subjects as history, politics, economics, sociology, culture, fine arts, language and literature are sure to find in them a veritable mine of precious information. They are also found to be useful for official reference. It is therefore, obvious that they ought to be properly preserved and made readily available for research and official consultation. This Archives, being the nerve centre of all research, official as well as non-official, sorted and arranged them weeding out wherever necessary certain classes of unwanted books. As there was only one catalogue for the books and periodicals of the period 1867 to 1889, there being no catalogue for subsequent periods, the preparation of catalogues for the years subsequent to 1889 was taken up by this Archives. As it is not possible to have one catalogue for all the years subsequent to 1889, it has been split up into several volumes, say one for every 5 years and catalogues have been published up to 1920.

#### **B. How Archives helps the Administration**

(i) *Notes and Articles*: Besides the above type of publications, several notes written on a variety of matters ranging from political claims and political relations to reforms in land revenue and judicial administration after a careful and intricate search covering more than a century of records were printed for official use in two volumes under the title "Studies in Madras Administration".

(ii) *Publication of Gazetteers*: In order to meet the needs of administrators as well as the general public, the work of rewriting the Gazetteers of the various districts under the title of Handbooks to the Districts was taken up by this Archives under the orders of the Government. The necessity of issuing new publications like this in the place of the old District Gazetteers which were written some fifty years ago came to be felt soon after the National Government came to power and the project received an impetus under the impulsion of the Governor Shri Sri Prakasa. His keen interest in history and administration ushered in a scheme which was to provide valuable and authoritative handbooks on all districts of this State tracing the political as well as the administrative history of the districts. Under this scheme Handbooks for the Districts of Tanjore, Madurai, South Arcot, Coimbatore and Salem were prepared by this Archives. In the meantime, the Government of India sponsored a similar scheme for the issue of District Gazetteers by all the States, and the last two Gazetteers were revised to fall in line with that scheme. The work is being continued in this Archives by a separate unit called the Gazetteer Unit functioning of course under the administrative control of the Director of the Tamil Nadu Archives.

#### **C. Value of Archival material for National Reconstruction**

The above types of publications alone are not the only ways by which public archives can be best utilised. The archives contain almost inexhaustible material for national reconstruction. And the utility of archives from this stand point lies not so much in their showing what the reformers of the past actually achieved as in their showing what those reformers endeavoured to do or thought could be done under circumstances more propitious than their own. Many proposals for reform which are still of living interest have been fully considered in the past, and yet only a few of them have been implemented, and that too partially, the rest having been postponed for future consideration or better times. Many have been propounded by statesmen and administrators far in advance of their times. Many

again, have been scotched or killed for some reason or other, sometimes for want of finance, sometimes for lack of proper facilities and at other times for fear of injuring vested interests. It is, therefore, up to the archivist to suggest ways by which all this valuable information can be made available to our administrators, and it is up to the administrators to see that such information is fully made use of in considering changes and reforms in administration.

#### **D. Compendiums**

One of the most effective ways by which all this information can be utilised by the State Government is that of bringing out a series of compendiums on all matters of importance that again and again come up in some form or other before the Government for decision. A number of subjects of immediate administrative interest can be easily suggested for such study. The Compendiums can be got prepared by the Archivist who knows what is where in the Archives, and who is supposed to know, because of his daily dealings with the various Departments of the Government, what matters and what issues arising from them require to be elucidated. The great point is to see that all the issues involved in a given subject or subjects are dealt with exhaustively, that no point of view is omitted, that every point of view is described fairly and fully as well as accurately and effectively. The writing of Compendiums is not an easy task, but unless the Archivist takes up this task, it is difficult to see who else can take it up and perform it properly and expeditiously. Hence this work was taken up by the late Curator, Dr. B. S. Baliga, under the orders of Government and Four Compendiums *viz.*

- (1) History of the Handloom Industry in Madras.
- (2) Temperance and Prohibition in Madras.

(3) History of various Irrigation Bills and the Need for an Irrigation Act.

(4) Prospects of an Iron and Steel Industry in Madras, have been published. With the death of Dr. Baliga in September 1958 while he was preparing the last chapter of the last compendium, the work was kept in abeyance. The last volume was completed by Thiru S. R. Kaiwar, Secretary to Government and published. However at the request of the Board of Revenue, another compendium on Board of Revenue was prepared and published by this Archives. This scheme has recently been revived and the present Director Thiru S. Singarajan, M.A. M.Litt., has been entrusted with the work of preparing compendiums on 41 subjects, like Agriculture, Industry, Education, and the like which will help the Government in the preparation of the State Five Year Plans.

#### **E. The need for the award of Scholarship**

At the same time, the Government can go a step further and award research scholarships on important selected subjects to be studied with the aid of archives. The subjects selected should invariably be those that have a direct bearing on current administrative problems such as tenancy reforms, unemployment, labour questions etc. It should be possible at any time to suggest more than a score of subjects of this nature seeing that in these days of national reconstruction and uplift of masses, the Government have to deal with numerous problems of reforms and reconstruction. By this method it should be possible to produce within a few years a number of studies of living interest on various administrative, economic and social topics.

The Universities too can co-operate in this matter and suggest every year several subjects of current interest for thesis

for the higher degrees. It is a pity that historical research in our country has not yet stepped out of the theatre of wars and diplomacy and taken its place in the building of a welfare State. So long as history remains purely political it loses much of its value, but the moment it becomes administrative, economic or social it gains at once an importance, and its importance becomes all the greater if it concerns itself with the production of detailed studies on specific topics, movements and ideas that influence the life of the Country.

It is needless to say that, if these suggestions are carried out, a vast amount of material of great value for national reconstruction can be resurrected from the archives and made available in a clear, concise and handy form to our statesmen and administrators. It is only thus that we can hope to produce books that may bear some fruit.

## Planning and Development of Archives

BY

V. KUNHIKANNAN NAIR

*Tamil Nadu Archives*

Many States in India lag behind in Planning and Development of Archival institutions, though the need for archival institutions was recognised many years ago. Their Counter parts in Europe and America have been modernised much earlier. Planning involves the acceptance of a clearly defined system of objectives in terms of which we can frame our policies. It also involves the formulation of a strategy for promoting the realization of the ends defined. Planning is essentially an attempt at working out a rational solution of problems, an attempt to co-ordinate means and ends; it is thus different from the traditional hit-and-run methods by which 'reforms' and 'reconstruction' are often undertaken.

### Archives and Five Year Plans

India has been planning ever since it became independent and the result has been the five-year plans. These plans have their genesis in the urge for economic and social changes under conditions of poverty and of inequalities in income, wealth and opportunity. Planning has assumed importance in the context of the socialistic objectives of the State. But planning for archival institutions and their development in India did not get any impetus under the five year plans so that the little known field of archivism still remains *Greek and Latin* to the common man in India, nay even to a majority of the higher echelons of the society. Many do ask for the spelling and pronunciation of the word Archives, leave alone their understanding of what the Archives stands for. Archives means organic collection. Tamil Nadu Archives stands for all the records of Tamil Nadu.

Development of archival institutions did not figure in any of the three five year plans, but now the Government of India have accepted it for inclusion in the fourth Five year plan and

have made a recommendation to the States to include it in the State Plans as well. While schemes for greater food production, industries and for other social security measures received great fillip with the advent of Independence and the ushering in of the era of planning, archives were not altogether ignored though the little efforts spared for an archival renaissance during this time failed to make any significant impression on the public mind in regard to the need for proper preservation and administration of the record wealth of this ancient land. Nor did they create an urge even among the administrators to create optimum conditions to look after their own creation-the records.

#### **The National Archives of India**

Nevertheless, the supreme efforts of the erstwhile Imperial Record Department and the Indian Historical Records Commission made it possible during this period to get a programme of post-war development of archives approved by the Government of India for the Imperial Records Department, which was thereupon named as the national Archives of India and developed it considerably on modern lines. Deacidification, Machine lamination and vacuum fumigation were for the first time introduced. The stack area was air-conditioned and methods to keep the records free from dust and insects were devised and employed. Emphasis on research and publications were laid and dissemination of archival information and scientific training were attempted with success.

The emergence of the National Council of Archivists, the Research and Publication Committee and the Constitution of Regional Committees for the Survey of Historical Records in each State, the scheme of National Register of Records and above all the constitution, deliberations and the report of a committee for archival legislation are all notable developments which open out possibilities for a country-wide administrative net work for a sound and scientific administration of the archival treasure of this country.

#### **Tamil Nadu Archives**

Tamil Nadu which has been progressive in every field of human activity has realised the need for centralizing all State papers much earlier than many other States. The history of centralization of records and their administration in this State is dealt with fully elsewhere in this volume. The object of this article is to focus attention to the many sided developments that is necessary in Tamil Nadu Archives to make it approximate to a modern archival repository and to bring under a centralized administration the record wealth of this state lying scattered in Government offices, Municipalities, local boards, public undertakings, Educational institutions and the like. Moreover the records in the custody of private individuals, as those of the Freedom fighters, Administrators, Religious institutions, Zamindars, business establishments and the like have to be arranged to be protected from destruction, decay, disposal, dispersal or deportation.

The Tamil Nadu Government which are noted for the economic management of their resources cannot obviously be expected to invest large sums of money for the development of their archives when other pressing problems of the day compel them to sizeable expenditure. At the same time the Government of this much enlightened State, which pioneered the centralization of State papers in India cannot also be idle towards the minimum needs in the field of archives. It is in this perspective that the Government are thinking in terms of many developments in relation to their archives.

#### **Problems in Tamil Nadu Archives**

The Tamil Nadu Archives, a premier Archival repository in India, has the best archival buildings, it has the largest collection of records, it has experienced men in records preservation and administration, but it needs sufficient strength in men, materials and modern equipments to preserve properly the vast accumulation of records in its charge. It requires adequate arrangements

to bring out in handy reference books, the contents of the records so that they may be useful for research and administration. Its programme of record publication has to be expanded. Unwanted records, i.e. records which have no historical or administrative value have to be weeded out and above all, a machinery for investigating the various problems connected with paper, ink, leather, thread etc. used in records-creation and to do scientific research in eradicating the enemies of records - the record pests - and creating optimum conditions in stack areas for the proper preservation of records, is a desideratum.

A perspective planning for the development of Tamil Nadu Archives and the archives lying all over the State with reference to the resources available is not possible, as no specific sum is earmarked for such a development. Any development in this field has, therefore, to be considered from the point of view of immediate needs which can no longer wait and has to satisfy the tests of administrative economy. Now it remains for me to indicate briefly what developmental programme are needed in the State to be taken up immediately to place the Archives of this state on a strong footing or atleast pave the way for a sound archival administration.

#### Archival Legislation

The Committee constituted by Government of India on Archival Legislation reported in 1960 the need for a comprehensive legislation for the Archives of the Union and separate legislation in each State for the care and custody of the records. This legislation envisages the definition by statute the duties and responsibilities and powers and functions of administrative authorities and others in relation to the archives in their charge and the machinery for over all coordination and supervision. Enactment of a legislation of this kind is calculated to safeguard the records of the State from destruction or dispersal and preserve them on up to date lines for the use of administrators and historians.

#### Modern Equipments

The conventional methods of keeping records, repairing them and freeing them from record pests have been found to be ineffective and unsatisfactory, especially when the volume of records to be preserved is so vast. The emphasis now, therefore is on introducing, modern techniques and equipments.

Archivism is yet to devise a method by which all records, files, bundles or volumes can be repaired or strengthened mechanically applying latest techniques. Any repair has, therefore, to be done sheet by sheet, a process which is apt to be slow. And when the archivist is confronted with a mass of decayed and brittle records, he is agitated, for he knows it too well that employment of a large number of persons to mend the records on conventional lines may not touch the fringe of his problem, he knows it also too well that allowing the decayed records to decay further would amount to discarding the latter to self destruction. It is in this context that machine lamination, Vacuum fumigation, microfilming, air-conditioning etc. gain importance. A brief description of these modern practices will be interesting.

#### De-Acidification

By the Process of De-acidification, the acidity in the paper is removed so that it may not act as an agent for discolouration and weakening of the fibrous structure of the paper. This is achieved by dipping the paper to be treated in calcium bicarbonate and calcium hydroxide solutions according to a prescribed process. De-acidification precedes lamination.

#### Machine Lamination

This is the method by which fragile and brittle papers are reinforced with two coats of a plastic foil of cellulose acetate, the foil being melted into the paper by means of heat and pressure without adhesives. The foil is completely transparent, water repellant and flexible. The papers laminated with the foils will therefore be perfectly legible, protected from dust and liquids

that may be spilled on them and rendered strong and flexible to withstand considerable use and handling. Lamination is done with the aid of a Laminator. Barrow's Rotary Drum type laminator suitable for archival repositories is stated to give an outturn in repairs of 15,000 to 20,000 foolscap sheets per month.

#### Vacuum Fumigation

By this method the archives are protected against the ravages of insects, fungi etc. Fumigation is done in a mechanical vacuum chamber with a mixture of carbondioxide and ethylene oxide (9:1 by weight). The Tamil Nadu Archives which has a colossal collection of records has to go in for a vacuum fumigation plant which alone can free the records from records pests in any reasonable time. Locally made Fumigation boxes or chambers cannot touch the fringe of the problem, for one thing, they are not as effective as the vacuum chamber, for another, they are suitable only for small record rooms.

#### Micro Filming

Microphotography is employed for preservation of perishable materials like newspaper and for reproducing manuscripts and books as an aid to research. The films being handy, can be consulted for purposes of research instead of consulting the original and thereby save the originals perish or where they are in an advanced stage of decay beyond repair.

#### Air Conditioning

Air-Conditioning the stack area has certain obvious merits, the first of which is that it is possible to maintain uniformity of temperature and humidity between fixed ranges and to plan a draught free room for the longevity of records. This is perhaps

the only satisfactory method by which the problem of dust can be attacked. Air-conditioning goes hand in hand with lamination, for laminated records have to be kept in air conditioned rooms lest the cellulose acetate plastic used in lamination should be affected by variations in room temperature.

A major break through in conventional methods of record keeping which have been found to be unsatisfactory and incompetent to deal with the growing volume of records will be achieved by recourse to modern techniques referred to above. Provision of Napthalene balls, use of industrial vacuum cleaners for removing dust when air conditioning is not introduced, dehumidification of stack area are yet some of the methods by which archivists can prolong the life of the records in their charge. The Tamil Nadu Archives has some of the schemes on hand and not in the distant future it might emerge as one of the best archival repositories in the world.

#### Publications

The Tamil Nadu Archives has a long list of record publications to its credit and a list of them is given gratis to those who need it. It has a sanctioned publication programme of printing *in extenso* of the records of Fort St. George from 1751 to 1765 calendaring the Military Country Correspondence, printing the manuscript indexes and abstracts of Despatches upto 1856, calendaring the Revenue Records upto 1800 and preparation of classified catalogue for the books registered by the Registrar of Books. Though creditable progress has been made in the past in the number of volumes issued, the work yet remaining to be done is stupenduous which require a big attempt to cover all the remaining records in quicker time.

## Research

The research activities of this Archives have been highlighted elsewhere in this volume. Though the Tamil Nadu Archives has been functioning as a great centre for research, attracting scholars both in India and abroad for intensive research on varied topics, the existing facilities for research available in this Archives require over all improvement both in the accommodation allotted to them and in the 'servicing' facilities. The Tamil Nadu Archives has been alive to these necessities and its programme for additional accommodation is expected to fulfil this long-felt need for a separate building for research scholars so that they might do their work in an undisturbed and quiet atmosphere.

The new developmental programmes necessary for making the Tamil Nadu Archives a modern archival repository have been indicated above and it is hoped that the targets set would be reached in no distant a date. A modern Tamil Nadu Archives that emerges has more innovations to make than many of its sister institutions and would take its rightful place in the World of Archivism before long.

LONG LIVE TAMIL NADU ARCHIVES

## Origin of the Madras Secretariat and Its Departments

BY

V. LALITHA

*Tamil Nadu Archives*

### 1. East India Company from a Trading Company to an Administrative Body.

The Records Created by the Government Under the East India Company in "India are probably the best historical materials in the World". The Company was incorporated by Queen Elizabeth, by Letters Patent dated 31st December 1600, under the title of 'The Governor and Merchants of London Trading into the East Indies'. This was followed by fresh charters and royal grants and by Acts of Parliament confirming the Company's privileges. In 1698, under the sanction of an Act of Parliament, a Charter was granted to a rival body, styled 'The English Company Trading to the East Indies' (sometimes referred to as the New Company in contradistinction to the older body). In 1702, the competition between the two bodies was terminated by an agreement to amalgamate in seven years time, the trade being meanwhile controlled by a Court of Managers consisting of an equal number of delegates from each body. During this period, therefore, we have the minutes not only of the two Companies but also of the mixed body of Managers. The Union was effected in 1709 and from that time the official style was, for a century and a quarter, 'The United Company of Merchants of England Trading to the East Indies'. The shorter title of 'The East India Company' though used colloquially from an early date, was not legalised until the Act of 1833. As is well known, the trade with India was thrown open to all British subjects in 1813, while twenty years later the same course was followed regarding the China trade with the result that 'The East India Company' ceased to transact any

commercial business what soever. Finally in 1858, the administration of India was transferred from the Company to the Crown. The Company itself lingered on in a skeleton form until 1874, when all the stock holders were paid off, and the Company was dissolved.

#### Early Factories

The early history of the Madras Presidency is concerned, as in the case of Bengal and Bombay, merely with a few trading stations along the coast or a short distance inland. The earliest British factories were those established in 1611 at Masulipatnam and Petapoli (Nizampatam), both of them then ports of the then Kingdom of Golconda. Ten years later, the East India Company's servants were admitted to the Dutch Settlement of Pulicat under an agreement that the trade should be shared between the two Nations in equal portions; but this arrangement broke down and the English factors withdrew in 1623. Early in 1626 a settlement was made at Armagon (Durgarayapatnam) situated in Hindu territory, about 40 miles north of Pulicat; and from this station the factors moved in 1640 to the village of Madraspatam, about 20 miles south of Pulicat. Here, on a strip of ground rented from a representative of the Old Vijayanagar dynasty, they erected Fort St. George, which thereupon became the headquarters of the Agency instead of Masulipatam. During the remaining part of the 17th century other factories were established, including Fort St. David, which was built near Cuddalore in 1690. The definitive establishment of Madras as a Presidency took place in 1684. The actual British possessions in this part of India were long restricted to Fort St. David and the district round Madras. The first portion of the Presidency to be acquired was the district known as the Northern Circars. This was ceded as the result of Col. Forde's capture of Masulipatam in 1759, and the grant was confirmed by the Mughal Emperor six years later. One of the Circars, however, viz., Guntur, did not come under British administration until 1788. Negapatam was taken from the Dutch in 1781 and confirmed to Great Britain three years later. By the treaty of

Seringapatam in 1792, Tipu Sultan of Mysore ceded most of the districts of Malabar and Salem, with portions of the Madura and North Arcot Districts; while the partition that followed his death in 1799 gave the Presidency further portions of North Arcot and Salem, besides Kanara, Coimbatore and the Nilgiris. In the same year the Raja of Tanjore resigned to the British the administration of his territory, and in 1800 the Nizam made over the territory he had acquired from Mysore, including the districts of Bellary, Anantapur, Cuddapah, and part of Kurnool. The dominions of the Nawab of the Carnatic were taken over in 1801, the Madras Presidency thus reaching nearly its fullest dimensions. Further increases of territory were obtained by the session of Sadras and other Dutch stations in 1825, the annexation of the rest of Kurnool in 1839 and the purchase of Tranquebar from the Danes in 1845.

#### 2. The origin of the Secretariat

Just as the Government is descended from the factory council, so the Secretariat is descended from the factory writers. The Madras Consultation Books begin in 1672 and in that year there was only one Secretary. No great change seems to have taken place in the constitution and duties of the Secretary's Office until towards the middle of the 18th century. In 1752 the Military Department was established to do the clerical work necessitated by the increased size of the army and the importance which military operations assumed. This system of two secretaries, one dealing with Military, Political and Secret matters, the other with Public and Revenue matters, continued for nearly half a century till 1797, when Lord Hobart, in imitation of the systems in Bengal and Bombay, established a Principal Secretary (or Secretary) with two sub-secretaries (Deputies) under him, one in the Secret, Political and Military Departments and another in the Public, Revenue and Commercial Departments, in order to give the Proceedings of Government a greater unity of principle.

In June 1800, Lord Clive modified the constitution of the Secretariat by separating the Public and Commercial Departments from the Revenue and Judicial Departments. He established a Chief Secretary with three Secretaries under him. The Chief Secretary was charged with the Political, Secret and Foreign Departments: one Secretary was assigned to Military Department, one to Commercial and Public Departments and the third to Revenue and Judicial Departments. The three Secretaries were, however, not allowed to continue long, and in 1809, the separate Secretaryship for Public and Commercial was abolished.

### 3. Reorganisation from 1831-1917

In 1831, the Secretariat was reorganised again with a Chief Secretary to Government in charge of Secret, Foreign and Political Departments who was to take over also the Public Department which comprised the Financial, Law, Commercial, Ecclesiastical and General Departments and, two Secretaries, one in charge of Judicial and Revenue and another in charge of Military Departments. With the introduction of the Army Reorganisation Scheme, the Military Department was abolished and consequently the Secretariat was left with one Chief Secretary in charge of Political, Judicial and Public and the Revenue Secretary in charge of Public Works and Roads as well as his own Department. In 1896 in order to afford some relief to the Chief Secretary another post of Secretary was created for the Local and Municipal, Educational and Legislative Departments. In the Financial Department which formed part of the Public Department under the control of the Chief Secretary, the Chief Secretary, was assisted by a Registrar, a ministerial officer who not only performed the ordinary duties of a Registrar, but also virtually acted as the Chief Secretary's under Secretary in the Financial Department. It was considered that the Registrar cannot continue to fill both positions satisfactorily and that it was essential that the Chief Secretary should be assisted by some officer of Gazetted rank in dealing with the large mass of financial papers that came to him from all Departments. A post of Assistant

Secretary was therefore created from 1—7—1913. An additional post of Secretary (Fourth including the Chief Secretary) was sanctioned in June 1914 by the Secretary of State in view of the great growth of work and the distribution of work among the four civil secretaries was ordered as follows :—

- |                                   |     |                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Chief Secretary                | ... | Financial, Pensions, Political, Ecclesiastical, Marine, Separate Revenue, the portions of Public relating to the I. C. S. and "listed" appointments, the Govt. Press, the M.R.O., Garrisons, Movements of Troops, Volunteers and the Military staff of H. E. the Governor and the portions of Judicial relating to the C. I. D. and the Press Act. |
| 2. Secretary, Revenue             | ... | Revenue (except Separate Revenue).                                                                                                                                                                                                                                                                                                                 |
| 3. Secretary, Local and Municipal | ... | Local and Municipal, Legislative, Plague and the portions of Public relating to Medical matters but excluding Civil Lunatics and Lunatic Asylums which will be dealt with by the Judicial Secretary.                                                                                                                                               |
| 4. Secretary, Judicial            | ... | Judicial (other than C.I.D. and the Press Act), Educational and Public (except Medical and the portions to be dealt with by the Chief Secretary).                                                                                                                                                                                                  |

With effect from 1st August 1916 a revised nomenclature was adopted, consequent on the creation of the post of a fifth Secretary, for the various Departments under the Civil

Secretaries to Government and the work among them was distributed as follows :-

|                                                |     |                                                                                                |
|------------------------------------------------|-----|------------------------------------------------------------------------------------------------|
|                                                |     | <b>Financial Department</b>                                                                    |
| 1. Chief Secretary                             | ... | Financial Section<br>Pension Section<br>Separate Revenue Section                               |
|                                                |     | <b>Public Department</b>                                                                       |
|                                                |     | Public Section<br>Marine Section<br>Political Section<br>Ecclesiastical Section                |
| 2. Secretary, Revenue                          | ... | Revenue Department                                                                             |
| 3. Secretary, Local and Municipal              | ... | Local Section<br>Municipal Section<br>Plague Section<br>Medical Section<br>Legislative Section |
| 4. Secretary, Home                             | ... | Judicial Section<br>Education Section<br>Miscellaneous Section                                 |
| 5. Secretary and Joint Secretary, Public works | ... | Public works Department                                                                        |

In 1918, the Revenue Secretariat was divided into two branches of which one was styled the Revenue (Special) Department. To the other branch of the Revenue Department was added the Separate Revenue Section of the Financial Department. Between 21—8—1914 and 1—8—1918 the date of creation of the fifth Secretaryship (except from August to November 1914 and from April to November 1916) the Chief Secretary while receiving the whole of War work was assisted by a Special Officer or Deputy Secretary who relieved him of Separate Revenue, Marine, Political, Ecclesiastical and Pensions.

But from the date of the constitution of the fifth Secretaryship, part of the War work, Separate Revenue and Marine were taken away from the Chief Secretary, but he received back, Political, Ecclesiastical and pensions and also lost the assistance which the Deputy Secretary was able to give him during the budget season. The transitory work of the War Section was therefore transferred from the Chief Secretary to the Secretary, Revenue (Special) Department.

In 1920, the Government of India was requested for the sanction of two additional (civil) Secretaries over and above the existing five Secretaries. One of them was to be in charge of Finance ranking immediately below the Chief Secretary and the other was stated to be required partly in view of the additional work anticipated in the legislative sphere and in connection with educational and development schemes, and partly in consequence of the proposed transfer of work from the Board of Revenue to Government.

According to Government of India Act, 1919, there should be a Finance Department in each Governor's Province, controlled by a Member of the Executive Council and immediately subordinate to him there should be a Financial Secretary. A temporary appointment of Finance Secretary was sanctioned for a period of one year from 18th December 1920. With the introduction of Reforms, the Finance Department (Including Pensions, Marine and Separate Revenue sections) was constituted into a separate Secretariat under the control of the Secretary to Government, Finance Department, from 1st June 1921 and the post was made permanent with effect from 17th March 1922. The distribution of business among, and the designation of Secretaries to Government were revised as follows with effect from 1—4—1921.

|                    |     |                                                                                                |
|--------------------|-----|------------------------------------------------------------------------------------------------|
| 1. Chief Secretary | ... | Public Department<br>Judicial Department<br>Political Department<br>Ecclesiastical Department. |
|--------------------|-----|------------------------------------------------------------------------------------------------|

- |                                      |     |                                                       |
|--------------------------------------|-----|-------------------------------------------------------|
| 2. Secretary, Revenue.               | ... | Revenue Department.                                   |
| 3. Secretary, Law                    | ... | General.<br>Legislative<br>Education<br>Registration. |
| 4. Secretary, Finance                | ... | Finance.                                              |
| 5. Secretary, Development            | ... | Agriculture.                                          |
| 6. Secretary, Local Self Government. | ... | Local Self Government.<br>Public Health.              |
| 7. Secretary, Public Works (General) | ... | Public Works.                                         |
| 8. Joint Secretary, Irrigation       | ... | Irrigation including<br>Waterways.                    |
| 9. Secretary, Railways               | ... | Railways.                                             |

In order to give relief to the Chief Secretary who in addition to his heavy work was the Chairman of the Staff Selection Board and was also to take up the compilation and issue of the Annual Civil List and Departmental quarterly lists and also with a view to equalizing the work among the several Secretaries, a re-distribution was made in 1926 (1-7-1926) as follows :—

- |                                     |     |                                                         |
|-------------------------------------|-----|---------------------------------------------------------|
| 1. Chief Secretary                  | }   | Revised as                                              |
| Judicial                            |     | Public (General), Public (Library),                     |
| Political                           |     | Public (Political), Public (Services),                  |
| Public                              |     | Public (Military), Public (Special),<br>Public (Police) |
| 2. Secretary, Development           | ... | Agriculture, Forests, Co-operation, Industries.         |
| 3. Secretary, Finance               | ... | Finance.                                                |
| 4. Secretary, Law & Education       | ... | Legislative, Education,<br>Registration.                |
| 5. Secretary, Local Self Government | ... | Local Self Government Public Health.                    |

- |                                       |     |                                                      |
|---------------------------------------|-----|------------------------------------------------------|
| 6. Secretary, Public Works and Labour | ... | Public Works, Irrigation<br>(Major Works), Railways. |
| 7. Secretary, Revenue                 | ... | Revenue.                                             |

#### 4. From 1935 onwards

The Government had under consideration the question of reorganizing the Secretariat well in advance of the introduction of Provincial autonomy so that administrative machinery may be in full working order when the Ministers under the New Constitution assumed Office. So the question of distribution of business among the different departments of the Secretariat was examined with a view to allot subjects to the various Secretaries so as to enable each Secretary to deal principally with only one Minister. On a careful survey of the state of work in the Secretariat it was considered necessary to have in addition to the seven Secretaries (including the Chief Secretary) a Home Secretary who will take over some subjects dealt with in the Public Department such as Police, Arms, Explosives, State Prisoners, European Vagrancy etc., and also the administration of Civil and Criminal Justice, Jails and other kindred subjects from the Law Department, and a Legal Remembrancer in the reorganised Secretariat which was to consist of Nine Departments viz., Public, Home, Finance, Revenue, Development, Local Self Government, Education and Public Health, Public Works, and Legal. At that time there was no Department in the Secretariat which dealt exclusively with legal matters. The then Law (Drafting) Department drafted the Government Bills and Statutory Rules, Scrutinized bills after the Select Committee stage and prepared or scrutinized Government Amendments to Bills. It sometimes gave informal legal opinion to other Departments though not authorized to do so. It also undertook the publication of statutes and statutory rules and orders. Hence in pursuance of the recommendation of the Joint Parliamentary Committee in para 402 of their Report, the Madras Government considered it desirable to have a centralized Legal Department in the Secretariat under a Legal Remembrancer who in addition to the work of the Law Department

referred to above, was to advise the Government on all legal matters which are not of sufficient importance to be referred to the Advocate-General. Thus the Legal Department was not, in respect of legislation, an originating or initiating Department, its function being to advise the administrative department on legal and technical points connected with legislation and to prepare drafts of Bills when required by the administrative department to do so.

In 1946, with a view to facilitating the expeditious despatch of business relating to food supply, the Civil Supplies Branch of the Board of Revenue was ordered to be constituted a separate department of the Government Secretariat known as the Food Department with effect from 20-2-1946. In 1947 another department called the Firka Development was created and placed under the control of the Principal Private Secretary to the Premier now designated as Chief Minister who was also looking after the Hindu Religious and Charitable Endowment subjects. In the General Plan for Firka Development drawn up in 1947 it was recommended that the Firka Development Department should become a full-fledged department like any other department of the Secretariat in the interests of efficiency and expediency so that all subjects such as Rural Development, Amelioration, Khadi, Harijan Uplift, Womens Welfare etc., connected with Rural Reconstruction may be dealt with in one Department in its entirety. The Firka Development Department thus constituted was renamed as Rural Welfare Department.

#### 5. After 1947

In view of the Government of India decision to stop food imports from 1951, the Madras Government while considering the schemes for overhauling and strengthening of the Grow More Food Machinery decided to transfer the subject of Agriculture from Development Department to Food Department and consequently the name of the Food Department was redesignated as Food and Agriculture Department in 1949. In 1950, the Government sanctioned the bifurcation of the Education and Public Health Department into Education Department and Health

Department with effect from 1-3-1950 as the Combined Department was considered to be unwieldy and as there was absolutely no relation between the subjects dealt with by the Education Sections and the Public Health Sections and with a view to securing greater efficiency and co-ordinated action for the improvement of the health of the people by combining the administration of Medical relief and all aspects of preventive health, including subjects like Water-supply and drainage and Town Planning under unified control in one self-contained department without other connected subjects therein to distract its attention from its main objective. Thus there were 12 Departments viz., Public, Home, Finance, Revenue, Development, Local Administration, Public Works, Legal, Firka Development, Food and Agriculture, Education and Health in the Secretariat.

In 1953, the number of departments in the Secretariat was reduced from 12 to 9 having regard to the reduction of work consequent on the formation of the Andhra State as follows :—

(1) Public, (2) Home, (3) Law, (4) Finance, (5) Public Works, (6) Revenue, (7) Food and Agriculture, (8) Industries, Labour and Co-operation and (9) Health, Education and Local Administration.

Till 1956, the Legislature Secretariat was treated as a distinct body separate from the Government and was under the administrative control of the Government in the Public Department. It was then suggested that the status of the Legislature Secretariat should be raised to that of a Department of the Secretariat and that the Secretary of the State Legislature should have the same status and administrative powers as that of other Secretaries to Government. It was accordingly ordered that the Legislature Secretariat should be treated as one of the Departments of the Secretariat known as the Legislature Department with effect from 15-8-1956. This Department was again bifurcated in 1960 into two Departments called the Legislative Council Department and the Legislative Assembly Department.

As a result of the passing of the Madras Panchayats Act, 1958, which provided for the entrusting of the Community Development Programme to the Panchayat Unions for execution, it became necessary to provide for effective co-ordination between the administration of the Panchayats Act and the execution of the Community Development Programme. The Government considered that such effective co-ordination could be ensured if the same Department is in charge of Community Development Programme and the administration of the Panchayats Act at the Secretariat level. A new Department called the Rural Development and Local Administration was therefore constituted with (i) Sections in the Public Department dealing with Rural Development Project including Accounts, Khadi and Women's Welfare and (ii) Sections in the Health, Education and Local Administration Department dealing with Local Administration including Municipalities and Corporation, Town Planning and Licence Fees. The Health, Education and Local Administration Department was, after the separation of Sections dealing with Local Administration, known as 'Education and Public Health' Department.

Thus in the year 1964, the year upto which Records of the Secretariat have been centralised in the Tamil Nadu Archives there were 12 Departments *viz.*, Public, Home, Law, Finance, Public works, Revenue, Food and Agriculture, Industries, Labour and Co-operation, Legislative Assembly, Legislative Council, Education and Public Health and Rural Development and Local Administration. Between 1964 and 1969 (the current year) there have been some changes in the set up which were necessitated either by the exigencies of work or were the result of efforts to bring about efficiency in administration. But Records of this period have not yet been transferred to the Tamil Nadu Archives. It may however, be stated that at present there are 16 Departments in the Secretariat, *viz.*, Public, Revenue, Home, Finance, Public Works, Rural Development and Local Administration, Health and Family Planning, Education, Law, Legislative Council, Legislative Assembly, Industries, Labour, Co-operation, Social Welfare, Food and Agriculture.

## Board of Revenue (Growth)

BY

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The Board of Revenue has been in existence for more than 175 years. Its history is closely linked with the history of Revenue Administration of this State from the closing years of 18th century down to the present. The growth of Revenue Administration in this state under the British commenced more than a century prior to the advent of the present Board of Revenue.

The British first established their trading settlement in 1611 and built Fort St. George with the permission of the ruling Hindu Princes at Madras. The British with their superior military power established their rule and in 1653 Fort St. George was raised to the rank of presidency. The Government had the necessity to collect revenues from the natives to meet the cost of its maintenance and by their efficient management in collecting the revenues the surplus revenues was used as capital for the investment of the Company.

As the British were unacquainted with the local languages, communication with the people was very difficult. Hence they had to establish their authority over the powerful zamindars who interposed themselves between the Government and the people and were the only available means for collecting revenues from the vast body of ryots. The British with their superior military power suppressed the revolts of zamindars effectively and efficiently and established law and Order in the country.

The Government had to devise a system in the collection of Land Revenue the only tangible source of income to the

Government. The management of the land Revenue system required the continuous attention and care of the executive demanded administrative methods of direction, control and supervision and involved the setting up of an intelligible pattern of organisation that would secure the desired result. Accordingly the business of the Revenue Department in future be conducted by the Board as a Board of Revenue and that the consultation on this subject be entitled as proceedings of the Board of Revenue.

The first step of Revenue Administration was taken up in the year 1774. Till then Business was conducted by two departments viz. Public department dealing with all civil matters including Political relation with the Local powers and Military department looking after Military powers. A separate Board of Revenue at the presidency was constituted in the year 1786. In this year the Civil and Military departments of the Government was thoroughly reorganised and was departmentalised in an efficient manner. The administration was divided into four distinct branches namely the Board of Council, a military Board, Board of Revenue and Board of trade. The first of these three Boards was to be the same in its constitution as the council lately established by the Act of Parliament for regulating the affairs of India in them was vested the general executive Government together with a superintending power over every other departments subject only in the exercise of their authority to such rules and limitations as the legislation has prescribed. After the establishment of the Board of Revenue the direct connection between the Government and the Local Administration ceased and the Board became the mediating authority between the two.

#### **Functions of the Board of Revenue**

The Board of Revenue was constituted in 1786 and its functions were first defined in Regulation I of 1803. These functions may still be best defined as given in that regulation. The general superintendence of revenues from whatever source

they may arise and the recommendation of such propositions to the Governor in council as in their judgement may be calculated to augment or improve those revenues. In detail its functions may best be described under the following heads.

1. Land Revenue and special Funds.
2. Settlement.
3. Agriculture
4. Court of Wards
5. Salt Revenue and Abkari
6. Income Tax
7. Forests
8. Irrigation
9. Customs
10. Stamps
11. Law suits
12. Statistics
13. General control of public servants.
14. Miscellaneous.

Those Proceedings of the Board which are considered of permanent interest are, after sanction from Government, incorporated in the collection of "Standing Orders" issued for the guidance of Revenue Officers. These orders, dealing with general administration and the interpretation of the various acts under which the Board works form an authoritative code for the use of all the offices subordinate to the Board.

#### **Land Revenue**

The Board superintends the annual Settlement of land revenue and prepares the report on it for the whole presidency which is submitted to the Government to be forwarded to the Secretary of State. It is empowered to authorise the grant of

remissions on unirrigated land in exceptional years, such remissions not being allowed in years of normal season. It checks the action of Collectors as to the grant of the annual remissions on irrigated land left waste or bearing withered crops. It is responsible for the punctual collection of the land revenue and of all the funds under its charge. The check in the matter is carried out by means of monthly demand collection and balance statements which are received from each district. The Board receives reports from Collectors on the land revenue arrears considered from time to time to be irrecoverable in the several districts and after scrutiny submits its recommendations on the subject to Government. It is itself empowered to remit irrecoverable arrears of land and village cesses and other special funds. The Board is empowered to assign assessed lands rent-free, when required for village sites and other communal purposes and also to assign lands in exchange for other lands taken up for public purposes and in cases in which inams or permanently assessed estates are affected to sanction reduction of quit rent in the former and of peishcaush in the latter as compensation for the lands taken up. In the case of estates on which the land revenue has been permanently settled, the Board is empowered on the recommendation of Collectors to sanction the subdivisions and separate assessment of portions of them a power exercised in cases of family divisions and of sales of arrears of land revenue due on the whole estate. The Board has power to order the resumption of inams held on conditions of the performance of service, in cases the service is not performed, or when the arrears of quit rent are not paid up. It is responsible for giving timely notice to the Government of anything in the character of the season, which may lead it to suppose that scarcity may occur in any district or part of a district and it is its duty to propose any measures it may think necessary in consequence.

#### Settlement

The settlement operations are carried out by a special department which is under the control of the Board every scheme for the resettlement of the land revenue in any district or portions

of a district is submitted through the Board to Government. The Board criticises the scheme before submission. After the settlement of any district is completed any proposals for the subsequent change of rates that may be found necessary are referred to Government by the District officers through the Board. It is the duty of the Board to watch the effect on each settlement after the revised rates have come into operation in any district and to warn Government if it appears that the prosperity of the district has been in any way injuriously affected by the revision. Closely connected with the settlement is the survey department and the operations of this department though not immediately under the control of the Board are carefully watched by it and the report of the year's work is submitted through it to Government.

#### Agriculture Department

This department which works in close connection with the settlement is under the control of the Board, which advises the Government on all subjects connected with it. The proposals in connection with the cattle and horse-breeding operations and the introduction of new machinery for ploughing and other purposes, the holding of agricultural shows and all other subjects undertaken by the Agricultural Department are made through the Board to which the Government looks for advice in these as in other matters.

#### Court of Wards

The powers and duties of the Board of Revenue as Court of Wards, are prescribed by Regulation V of 1804. It has charge of all estates of minors which the Government may think fit to entrust to its charge and the supervision of the education of the minors themselves. The importance of the responsibility connected with those duties are very great. For the details of its powers reference can be made to the above mentioned regulations. The Board in its capacity as Court of Wards also audits all the charges connected with the estates of minors under its charge.

### Salt Revenue and Abkari

The Commissioner of Salt and Abkari Revenue is immediately under the control of the Board to which body all proposals of any importance are submitted for sanction. The Board advises the Government on all the matters connected with the salt and abkari revenues and submits to Government with its recommendations, all proposals regarding the writing off of salt and abkari revenue declared to be irrecoverable.

### Income Tax

The Board has general control of all matters connected with the assessment and collection of income tax. It hears all appeals from the decision of Collectors under the Act. It interprets, where necessary all points of difficulty which may be referred to it by District offices under the Act or the rules framed under it and is responsible for seeing that the collections under the Act are punctually made.

### Forest Department

The Forest Department is immediately under the control of one of the members of the Board who is called the Forest Member and acts in the name of the Board, having in respect as forest revenue, similar powers in those exercised in the case of land revenue. The Board may sanction temporary addition to forest establishment within the budget allotment for periods not exceeding one year and can sanction the writing of sums below Rs. 1,000 advanced to officers to carry on work which may become irrecoverable. It can sanction the formation of reserved lands and has the power of granting lands so reserved on putta. It examines all proposals for the formation of reserved forests, and advises Government on all matters connected with forest administration. It can sanction expenditure on new works costing between Rs. 2000 to 10000 and outlay for the purchase of live-stock stores, and tools and plant exceeding Rs. 500/.

### Irrigation Works

The Board has under its control the allotments made for expenditure on the repair of minor irrigation works that is, of those works which irrigate 200 acres and under. It allots sums sanctioned for the presidency to the different district in such proportions as it thinks fit, reserving a portion for special emergencies. It is responsible for seeing that the district allotments are properly spent by the Revenue Officers in charge and it has, in communication with the Accountant General prescribed forms of account to be used in connection with the expenditure on these works. In this presidency where the number of small irrigation works is very large the Board's duties in respect of their repair are very important.

### Customs

The Board is the Chief Customs authority under Act VIII of 1878. It is empowered to sanction rewards to informers according to certain percentages of the amounts of revenue involved under its Standing Order No. 7.

### Stamps

The Board decides all question of stamp duty referred to it under section 45 of Act I of 1879 and submits cases for adjudication when necessary direct to the High Court.

### Law

The Board sanctions fees to pleaders employed in pauper suits and sanctions the institution and defence suits in cases in which questions of principle are not involved and the amount at issue does not exceed Rs. 1,000. It can also sanction the institutions of appeals and the costs in such suits. The Collectors consult the Government Pleader when necessary through the Board.

### Statistics

All agricultural and commercial statistics, whether required by the local Government or the Government of India are

compiled in the Board's office. The railway traffic and road traffic statistics are also drawn up therein. The Board is responsible for seeing the returns of prices are correctly rendered and that the local measures and weights are duly tested from time to time.

#### Control of Public Servants

Under section 6 Regulation VIII-E, 1828 the Board decides all appeals against decisions of Collectors passed under Regulation IX of 1822 in case of Native Public servants charged with embezzling the public revenues. The cases which are usually taken up under this latter regulation are those in which Heads of village or other village servants are accused of misappropriating public money.

Under section 6 of Regulation VI of 1831 the Board is the final appellate court in all cases of disputed claims to village officers and the emoluments attached thereto.

The appointment of person to the posts of Sheristadar in Collector's or Sub-Collector's offices rests with the Board to which body the Collectors make their recommendations. The appointments of Tahsildars and Deputy Tahsildars are made by Government but all nominations to such appointments must pass through the Board. In its own office the Board makes all appointments except that a Sheristadar which requires the confirmation of Government. Various powers have been delegated to the Board by Government in the matter of appointments among which is the power of sanctioning the temporary employment of unpassed men for a period not exceeding six months in each case. The Board has however no power to increase or alter the sanctioned scale of establishments or even to sanction temporary establishments except in the case of the forest department and of District Printing Presses.

The Board supervises the charges incurred on account of the carriage of tents and horses by officers entitled to carry them at the public expense.

It has the power of sanctioning privilege leave not exceeding one month to Gazetted officers under its control.

It supervises the returns of touring of District and Divisional officers and is empowered to order retrenchment of allowance for deficient touring on a scale which has been sanctioned by Government.

It sanctions the grant of travelling allowance to Collectors' establishment for halts in excess of ten days at any one place in cases where it considers the halts were made for the public interests. It hears all appeals against the orders of Collectors suspending or dismissing public servants.

#### Miscellaneous

By Regulation VII of 1817 the general superintendence and control of all endowments for public or charitable purposes is vested in the Board of Revenue. Under section 6 of that regulation the Board reports to Government as to the disposal of escheated estates; and it has been specially empowered to dispose of cases where the value of the estate is not more than Rs. 50 without reference to Government.

The Board can sanction the continuance of yeomials and pensions to the heirs of deceased holders in cases where the grants are of a hereditary nature. It can sanction commutations of pensions up to Rs. 20. It is empowered to sanction the grant of refunds of all sums erroneously collected under land revenue, interest on special funds and excise of more than two years' standing and also of penalties under section 42 of the Stamp Act. It can sanction also refunds of amount assessed on taxes in cases where the Collector is the assessing officer. The Board sanctions when necessary the charges for rent of public offices.

The Board prepares the annual budget of receipts and charges of all the departments under its control and is responsible for the check of receipts, that is, for seeing that all items of revenue are duly collected and accounted for. It is also responsible

for seeing that the budget allotments are properly distributed and that the expenditure is within the budget provision.

It can sanction transfer of allotment in certain cases.

In regard to civil buildings in charge of revenue officers it is empowered to sanction original works costing between Rs. 1,000 to Rs. 5,000 each and all repairs costing more than Rs. 2,000.

The Board controls the District Printing establishments and is empowered to sanction extra and temporary establishments when necessary and the purchase of materials and stocks.

The Board controls through the Postmaster General the sums allotted for expenditure on the District as distinguished from the Imperial post. It may redistribute the District post charges provided the sanctioned charge for each district is not exceeded.

#### **Weeding of the Records of the Board of Revenue**

The Board's records consist of volumes as well as bundles: the papers in the former were copied from the latter. But the bundles sometimes include valuable enclosures which are not included in the volumes. However though the bundles were originally more complete some papers in them may now be missing or damaged and the volumes are unquestionably in a better condition for preservation. We received frequent requisitions for these records from the Board and the Collectors it is convenient to issue out loose papers where possible from the bundles for the reasons stated in. But when once a paper has been issued out from the bundle another requisition for the same paper about the same can only be complied with by issuing the corresponding volume. Consequently there can be no question as to the administrative value of both the bundles and the volumes. Their historical value is none the less important as they both contain a rich store of valuable information on the revenue administration of this presidency.

To some extent the weeding of the Board's records has already been done. Certain portions of them were destroyed in the Board's office itself, some in 1896 and others in 1910 just before their transfer to this Office.

The records of the several inams granted in olden days by way of title deeds, sunnads, parwanahs, Kabuliyats etc. and Settlement Registers containing survey particulars of the villages surveyed by Government of the Madras Presidency have been preserved in this Office. When any inam title deed or any document is required by a person he may obtain the same from the Board of Revenue (Land Revenue). Thus the Board is helpful to the public by granting certified copies of the documents preserved by it. The Board of Revenue also derives a revenue from the public by way of search fees and copying fees for the document when supplied to the applicant.

The records of the Board of Revenue consists of 15339 bundles. Settlement Registers and Inam records of districts of Tamil Nadu have also been preserved in this block. The records relate to the following departments.

- |                                                      |                             |
|------------------------------------------------------|-----------------------------|
| (1) Board's consultations                            | 1786 - 1856                 |
| (2) Board of Revenue<br>(Land Revenue & Settlement). | 1857 - 1887 and 1922 - 1958 |
| (3) Board of Revenue<br>(Land Revenue)               | 1887 - 1922                 |
| (4) Board of Revenue<br>(Settlement)                 | -do-                        |
| (5) Board of Revenue<br>(Separate Revenue)           | 1887 - 1924                 |
| (6) Board of Revenue<br>(Excise)                     | 1925 - 1947                 |
| (7) Board of Revenue<br>Excise (Press Series)        | 1926 - 1951 and 1954 - 1957 |

|                                                         |             |
|---------------------------------------------------------|-------------|
| (8) Board of Revenue<br>(Commercial Taxes)              | 1939 - 1957 |
| (9) Board of Revenue<br>(Food Production)               | 1949 - 1957 |
| (10) Board of Revenue<br>(Settlement of Estates)        | 1950 - 1956 |
| (11) Court of Wards                                     | 1885 - 1958 |
| (12) Inam Commissioner's<br>Disposals                   | 1858 - 1954 |
| (13) Inam Deputy Collector's<br>Disposals               | 1858 - 1871 |
| (14) Irrigation<br>Development Board                    | 1931 - 1956 |
| (15) Board of Revenue<br>(Forest)                       | 1886 - 1918 |
| Chief Conservator<br>of Forests                         | 1919 - 1958 |
| (16) Fodder and Grazing<br>Committee<br>Proceedings     | 1938 - 1956 |
| (17) Records relating to<br>Former Travancore<br>Cochin | 1921 - 1941 |
| (18) Custodian of Evacuee<br>Property                   | 1951 - 1952 |
| (19) Pelly's records                                    | 1859 - 1867 |
| (20) Jamabandi statements                               | 1856 - 1873 |

## The Political History of the Nawab of Arcot

BY

V. LALITHA

*Tamil Nadu Archives*

The Nabobship of the Carnatic was an Office held in allegiance to the Nizam of Deccan, that Office in its turn being under the jurisdiction of the Moghul Emperor at Delhi. The term Nawab is derived from Naib meaning a deputy, which, in the revolution of words and things, was interpreted by the English as an independent sovereign authority. The abode of the Nawab was Arcot, the Capital of the Carnatic.

The name 'Arcot' is derived from the Tamil word "Arukadu" meaning six forests. Tradition ascribed to the place great sanctity as the abode of Rishis. Kulottunga, a Chola King, cleared the forest, and considering its sacredness, built temples all over the place. But they were allowed to fall into ruins, and the woods again closed in. Long after, Nallabomma Naidu and Timma Naidu of Penukonda were led by extraordinary omens, to clear the forests once more and re-populate the place. They also built the fort of Arcot. The fame of Arcot, however, is due to the fact of its having been the capital of the Nawabs of Arcot.

Aurangzeb, the Moghul Emperor, captured Golconda in 1688 and appointed his General Zulfikar Khan in 1692 as the Foujdhar, later called the Nawab of the Carnatic, and placed him in subordination to the Subahdar of the Deccan. From this time onwards began the relations of the Company with the Nawab who exercised paramount power over Madras as over all other places in the Carnatic. The Company, however, were for a long time by no means anxious to actively interfere in the politics of the South. But they had to keep up friendly relations with the Foujdhar (Nawab) and his Amildhars with a view to

safeguarding their settlements and improving their Commerce and this they could do only by now and then sending him presents and sometimes by assisting him with men, munition and money. It was by one of these means that Governor Yale secured from Zulfikar Khan in 1792 the firmans confirming the existing grants for the factories of Madras, Masulipatam, Madapollam, Vizagapatam, Fort St. David, Cuddalore and Porto Novo and making new grants for Egmore, Purasawakam and Tondiarpet.

Daud Khan succeeded Zulfikar Khan and ruled till 1705 when he was made Commander-in-Chief at Delhi. Next, Muhammad Sayid Khan, the Diwan of Daud Khan was appointed Foudhar and he was given the honourable title of Sadat-ulla-Khan by Aurangzeb. He is generally known as the first Nawab of Arcot. Zulfikar Khan and Daud Khan were Governors of all the territories subject to the Moghul south of the Krishna. Sadat-Ulla-Khan also assumed supervision over all these territories and carried his "Contribution wars" to the gates of Seringapatam, and collected *pesheush* from its rulers. But the Foudhars at Arcot having been left to themselves without any support from the Moghul Court, after the death of Aurangzeb in 1707, found it impossible to control all those vast territories. Therefore, while they restricted themselves to what is now called "the Carnatic", Seringapatam and the whole country West of the Eastern Ghats fell away from them. Moreover, the appointment of Ameen Khan by Nizam-ul-Mulk to rule Bijapur Carnatic, or the Country West of the Ghats, legally put an end to the claims of Sadatulla beyond the limits of the Carnatic. The death of Aurangzeb paved the way for the partial independence of these Foudhars. While the successors of Aurangzeb were unable to protect even their immediate possessions from foreign aggression and internal rebellion, they could not attempt to direct the affairs of the Carnatic. The establishment of the Nizam in 1713 practically as an independent power between them, still further severed the connection between the Emperor and the Foudhar.

Though the Nizam now claimed, as the Vazir of the Moghul, obedience from the Foudhars, and levied tributes from them, he was not able to prevent the office of the Foudhars, from becoming hereditary, and he wisely restricted himself to the right of giving his formal approval to their appointment. Thus Sadatulla the first acknowledged Nawab became a semi-independent ruler of the Country extending from the river Gondecama on the north to the borders of Travancore on the south and enclosed between the Eastern Ghats and the sea. Governor Collet obtained from him in 1717 the firman for Trivetore, Satangadu, Catawauk, Vasalvada and Nungambakkam and in 1743 Governor Benyon obtained from the same Nawab, the firman for Perambore, Sadiankuppam, Ernavore, Poodpauk and Vepery. Sadatulla aimed at the retention of the Government in his own family and, having no children, adopted his brother Gulam Ali's son Dost Ali and nominated him as his successor, after obtaining the private consent of the Moghul Emperor, but omitting to secure, at the same time, the consent of his immediate superior, Nizam-ul-Mulk, the Subahdar of Deccan. Dost Ali had two sons, Safdar Ali and Hasan Ali and several daughters. One of the daughters was married to Chanda Saheb and another to Murtaz Ali, both kinsman of the Nawab. In 1736, on the death of the Raja of Trichinopoly, Chanda Saheb seized the place from the widowed Rani. The Maharattas instigated by the Nizam, overran the Carnatic under Raghojee Bhonslay and routed and killed Dost Ali and his younger son Hasan Ali. Safdar Ali then immediately proclaimed himself as the Nawab, bought off the Mahrattas and induced them to attack Trichinopoly where Chanda Saheb had become independent.

In 1741, after a brave defence, Chanda Saheb was obliged to capitulate and Trichinopoly surrendered to the Mahrattas. Murtaz Ali (another son-in-law of Dost Ali) killed at the Fort of Vellore assassinated Safdar Ali, in October 1742, and proclaimed himself as the Nawab. The Army, however, obliged Murtaz Ali to fly and proclaimed Sahib Jadda, Safdar Ali's minor son, as the Nawab under the name of Muhammad Said.

But the boy was destined to a cruel fate. In 1743, Nizam-ul-Mulk who arrived at Arcot made him a prisoner and promised to consider his claim when he reached man's estate, and in the meantime, appointed Khuwaja Abdulla Khan as the Nawab and upon the latter's sudden death, appointed Anwaruddin Khan, an old retainer of the Hyderabad State and the Nizam's Deputy in the Ellore and the Northern Circars, as the Nawab and, specially recommended the boy, Sahib Jadda, to his care. But Murtaz Ali forthwith secured the assassination of the unfortunate boy (June 1744). After the assassination of the boy, the Nizam continued Anwaruddin as the unchallenged Nawab and Anwaruddin induced the Mahrattas to keep Chanda Saheb in captivity. Thus by succession and preferment there were two claimants for the Nabobship, Chanda Saheb a distant relation of the family of Sadatulla and the only remaining one as all others had been assassinated and Anwarudin, an Officer of a totally different family set up by Nizam-ul-Mulk, which eventually led to intrigues and alliances with the two contending European powers in India, viz. the French and the English.

Close on the heels of these kaleidoscopic changes came the news of the declaration of War between France and England. Events now quickly moved to a head and led to the establishment of a closer bond of union between the English and the Nawab. Anwaruddin, however, received overtures from both the English and the French, and secretly rejoiced at the capture of Madras by the French. But his days were numbered and his son was very soon compelled to seek the English aid. The patriarchal Nizam-ul-Mulk died in 1748 at the age of 104 and there were two claimants for his throne - his second son Nazar Jang and his favourite grand son Muzafar Jang. Muzafar Jang in order to strengthen his claims, came to the south with a considerable army, allied himself with Chanda Saheb - lately released by the Mahrattas and Dupleix, and, with the aid of a picked French force, attacked, defeated and killed Anwaruddin in 1749 in the battle of Ambur. And then after a grand reception at Pondicherry, the United forces marched towards Trichinopoly where Muhammad Ali, the second son of Anwaruddin,

had entrenched himself. Muhammad Ali now frantically applied to the English for help, and the English sent him a strong force to repel the attack. From this time onwards the English persistently supported his cause and in the war that followed Clive defended Arcot against the army of Chanda Saheb. The French were reduced to great straits and Chanda Saheb was compelled to take refuge with the Raja of Tanjore by whom he was murdered in 1752. Eventually the war resulted in the conclusion of a treaty between the English and the French (Dec. 1754) by which each nation gained its lost possessions and the English candidate Muhammad Ali was practically left as the Nawab of the Carnatic with all his territories in tact.

Such was the result of the War of Austrian succession. But Seven Years War made the Nawab still more dependent upon the English. For the English not only crushed the French power in the Deccan and captured all their settlements, including Pondicherry (1761) but also assisted Muhammad Ali in subjugating his recalcitrant poligars and secured for him, under their protection a stable position in the South. By the Treaty of Paris (1763) the French acknowledged Muhammad Ali as the Nawab of the Carnatic. In 1765 he was confirmed as the Nawab by a firman from the Emperor of Delhi and given the title of 'Wallajah'. But virtual supremacy in the south had actually passed into the hands of the Company (English).

Muhammad Ali was always dependent on the English and was a great spend-thrift. His were "The Nabob of Arcot's debts". He died in 1795 and was succeeded by his son Umdat-ul-Umrah who was as great a spend-thrift as the father but not as faithful to the English. He died in July 1801 and Wellesley insisted that his son, Ali Hussain (or Tajeel Umrah) could ascend the musnud only on the condition that the entire civil and military Government of the Carnatic should be administered through the Company's Officers and when Ali Hussain refused to accept the condition, Lord Clive, the Governor lost no time in negotiating with Azeem-ud Dowlah, son of Ameer-ul-Umrah,

the second son of Nawab Wallajah. Azeem-ud-Dowlah accepted the conditions which were embodied at once in the treaty of 21—7—1801. By this treaty the Company was vested with all real power and Azeem-ud-Dowlah was recognized as the Nawab and became entitled to the rank and dignity of his ancestors, the former Nawabs of the Carnatic. He died in 1819 and was succeeded by his eldest son Azum Jah.

Azum Jah died in 1825 and his son, a minor, Ghulam Muhammad Ghouse was proclaimed as the Nawab and his uncle prince Azeem Jah, was appointed as the Regent. In 1842, Ghulam Mahammad having attained majority was formally installed on the Musnud. He died childless on 7—10—1855. Prince Azeem Jah showed himself a very contentious and troublesome person and claimed the right to succeed Ghulam Muhammad. This created a protracted correspondence and ultimately, the Prince lost his case and he and his descendants came to be called only Princes of Arcot, the title of Nawab having been never afterwards revived. Great consideration had been shown to the Princes in the matter of allowances and loans. In 1868, it was resolved that on Azeem Jah's death his successors to the title should be granted Rs. 50,000 annually with a personal allowance of Rs. 10,000. In 1870, Azeem Jah was, in addition to his annual stipend of 1½ lakhs of rupees, given an additional allowance of Rs. 1½ lakhs and a loan of Rs. 12 lakhs to pay off the Carnatic debts. He died in 1874.

## The Tamil Nadu Archives Library

BY

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*Tamil Nadu Archives*

An Archival library is not a lending library but only a consulting library. However, books are issued for the researchers doing research in this Archives and to the staff of Tamil Nadu Archives or to the Departments of Government in their official capacity. Thus the library is concerned with the issue of books and their return. "Books are meant for use", so a reader is to be found for a book. Otherwise it is tantamount to saying that the book is lost. Every book must have a reader and every reader must have a book.

### Reference Service

This is the most important function of the library. Reference service is of two kinds, long term reference service and short term reference service. These services can be done either in person or by post. One of the primary duties of the librarian is to assist the researchers to prepare a bibliography for his thesis and supply him the necessary materials on the subject which is a long term service. Reference to reports and allied materials may be searched for by the librarian and supplied to the scholars concerned.

### Peculiarities of Archival Library

Obviously an Archival Library is a centre for research. It is an institution within an institution. On no occasion the personality of the library should ever be suppressed by the archives. No doubt the library should not outgrow the archives. An archival library supplements the reference and research activities of the archives, of which it is an inseparable part. If the archival holdings are to be understood in its entirety, a library attached to that archives reflects a true picture of the historic, literary, political, economic and social problems of the state and their respective developments.

Even though an archival library has no access as in the case of other libraries, access is given to bonafide researchers. An archival library should establish an exchange relationship with other libraries and learned institutions throughout the world. Occasionally exhibitions may be held so that those who are in possession of valuable books may hand over to the library the books in their custody for preservation and consultation. The library should keep itself ready to help the Archives in their publication programme by providing all the publications for their consultation. An archival library can keep itself in liaison with libraries within state. A copy of the thesis of Researchers can be 'kept in the library for reference. Professors of the Universities may be invited occasionally to acquaint themselves with its holdings. An archival library should endeavour to build up a collection of serial publication on History and Archival Science. The holdings of the library may be distinctly divided, one part containing the Report and publications of the Government and the other the published materials that are acquired. Books of original value, well documented makes a good collection. It is significant to state that the Reports on the native newspapers, as they are printed, are kept in the library and not in the Archives proper. An archival library is also the custodian of those prescribed publications, secret and confidential publications and publications meant only for official use. It is also possible to the Archival library to develop a collection of the news paper of the State for future references. Newspaper cuttings can be collected subjectwise, well indexed, clipped and kept in the library for reference.

The Archival Library of the Tamil Nadu Archives contains nearly 6 lakhs of books and publications. It can be termed as a special library because of the nature of its contents and the purpose it serves, The object of the Library is to provide such books as necessary for the use of members of this office to facilitate in their day to day referencing work or in attending to search cases, of other departments of Government or of the Research scholars doing Research in this office.

### History of the Library

When Mr. Dodwell was appointed as Curator in 1911, books of reference such as Dictionaries, District Manuals, Gazettes, Almanacs, Army and Civil lists, required for the referencing of files and printing and publication of ancient records were transferred to this office along with the records from the Secretariat. The several volumes of the Dictionary of National Biography and some of the New English Dictionary were purchased during that time. Whenever the books were required for reference, they were got from the Secretariat Library or from the Connemara Library. Some books were also purchased whenever necessary. These books together with the Press lists of Government Records, Printed copies of old Records and selection from them formed the nucleus of the Madras Record Office (now Tamil Nadu Archives) Library which was organized in 1923. At that time the library was intended both to embody and to illustrate upto the present time the history of Southern India, particularly in its administrative aspect during the British period. In 1922, Mr. Schmidt who was Director of Office Systems shroffed the Secretariat Library and a large number of old publications were transferred to this office. The publications like Administration Reports, Civil Lists, Proceedings of Legislatures, etc. were also transferred to this office. At that time the Library was a part of Block 7 and the Referencer of that Block was also incharge of the Library. The Library consisted of about 15000 books at the time of its formation.

### THE FUNCTION OF THE LIBRARY

#### Acquisition and Collection

The library provides the primary and secondary source materials for the researchers. Copies of publications are acquired by purchase, gifts, exchange, transfer by the departments and institution and books under the Press and Registration of Books Act. The published volumes include the inextenso publication of the various series of Records housed in this Archives like the

Diary and Consultations, Despatches to and From England, Country Correspondence, Letters from Fort Saint George etc., of Compendiums prepared and published by this Archives, the District Hand books and gazettes issued by this State as well as other States in India, complemented by books, gazettes, pamphlets and reports and books transferred from Secretariat Library and Books registered under the Press and Registration of Books Act 1867 transferred from the office of the Registrar of Books. The Heads of Departments should consult the Director of Archives, before destroying any of the books, periodicals, gazettes etc, available with them. From the list furnished by them, books which are of historical and antiquarian interest would be selected by the Director and ordered to be transferred to this office if they are in good condition, instructing the remaining books to be disposed of according to the procedure in vogue in the respective departments. The Librarian should know the existing collection of books and secondly what books should be added to the existing collection.

#### Accession

The books that are accessioned are registered and classified into sections not by subjects but by nature of the publication (eg, ARM - Acts, Regulation and Manuals. ASO - Administrative Reports Special reports and other Government reports, AD - Almanacs and Directories ACL - Army and Civil Lists, C - Census., D-Dictionaries, F-Foreign books, GG-Government Gazettes AHB - Art, History and Biography CI-Catalogues and Indexes., M G. - Manual and Gazetteers, P-Periodicals., PLC - Press Lists and Calendars.) Within each section, the arrangement is alphabetical by subjects denoted by catch words with cross references. The purpose of classification and cataloguing is to locate easily the books with the minimum loss of time.

#### The Physical arrangements and Housing of Books on Shelves

Books should be so arranged that the Librarian should be able to "pick up the right book for the right person at the right

time". The necessary accommodation, equipment, furniture and stationery are to be supplied to the library liberally. If virtue is knowledge there is no greater virtue than building up a library which is knowledge in itself. The shelving arrangement, in the Tamil Nadu Archives Library is similar to that of other record stacks.

#### Staff, Administration and Arrangements

The Archival library of the Tamil Nadu Archives contains nearly 6 lakhs of books and publications. The shelving arrangement is similar to that of other record stacks. The staff of the Tamil Nadu Archives library now consists of one Librarian, assisted by 3 Record Clerks. To help publication, Research Fellowship and general cause of Tamil Development, it is highly desirable to organize the present library on modern lines with qualified personnel in library science, possessing a working knowledge of Regional languages. In the reorganized set up the staff should consist of one Librarian, two Assistant Librarians, one Assistant, two junior Assistants, Five Record Clerks and three dusters. The Library may be rehabilitated in a separate building with modern Library Stacks and equipment and a Reading Hall. An Administrative hall and a counter may be attached to the library in front of a 'T' shaped building with 6 stacks. This organization of library will help South East Asia study. It would be much better that the acquisition of private papers, books and periodicals mentioned under the Records Division are built up around this library. Ultimately the Government might feel that the Tamil books of this office being catalogued by the Tamil Development and Research council need not be transferred to the Connemara public library. The condition of the books are so brittle that they are in the first place to be mended. Secondly transferring these books to public



# Records on Survey Preserved in Tamil Nadu Archives

BY

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Survey Records form a sizable collection in the Tamil Nadu Archives. They occupy a full stack measuring about  $120' \times 30' \times 30'$ . The collection comprises litho maps, both mounted and unmounted, soil block maps, Ferro Prussiate Prints, Ferro Prussiate tracings, Amin Field Measurement Books, original Survey Field Measurement Books, Traverse Field Books, Traverse Sheets, Plans and Touring Maps. The importance of these maps to the administrator and the public cannot be overstated.

## Early Survey Operations

The Survey Operation in South India has a long and interesting history, but it is not proposed to trace its history here for fear of lengthening this article which has as its chief objective, a glimpse only of the products of the surveys *viz.*, the sketches, maps etc., and their accumulation in the Tamil Nadu Archives.

The early surveys like the astronomical survey which have a beginning in the 5th century A.D. have not perhaps left much in the form of charts or maps. Though maps and charts based on the knowledge available about land and sea came to be prepared, it was not until 1800, a record of measurements of the land surveyed came to be kept, with the introduction of the trigonometrical survey and the topographical survey which also came to be almost concurrently employed. The Revenue survey introduced for the first time in the Presidency in 1858 accounts for the records of surveys of holdings and villages; and the surveys and resurveys which followed it have enabled the

settlement of ownership and revenue precisely and firmly. This explains the value of the records produced by the land surveys or cadastral surveys as they are called.

### Map-Making

In 1752, *i.e.*, five years before the battle of Plassey, the French geographer D'Anville published in Paris his map of India containing all the available knowledge of the country then. The records of the routes performed by travellers, and rough charts of the coast etc., were his sources in preparing this map. Southern India by virtue of its long sea-board received its full share of attention in this map. The English edition of this map was published in 1754. Major Rennel, Surveyor General of Bengal, after retirement from service produced a map of India in 1788 which was partly founded on D' Anville's map. The next map of India was by Aaron Arrowsmith, a London Cartographer, in 1816; 1/16th of the inch to the mile. This was the last based on route surveys. When the topographical results of military institution created in India reached England, they were put in the hands of Arrowsmith, who thereupon published a map of Southern India upto the Krishna, 18 sheets,  $\frac{1}{4}$  of an inch to the mile. The Indian Atlas for all India was projected in Calcutta shortly afterwards and on the death of Arrowsmith was handed to John Walker for collection of materials and engraving of the copper-plate. The Madras Surveys supplied the earliest sheets. In 1868 when Walker, Superintendent, of the Great Trigonometrical Survey was at a very advanced age, the engraving of the sheets was transferred to Calcutta to be attended to by a staff of English workmen. The scale of Indian Atlas was  $\frac{1}{4}$ th of an inch to the mile. The scheme embraced 177 sheets of square or oblong form. Col. Scott's map in two sheets of the Madras Presidency engraved by Walker, was yet another effort in map making.

The topographical and revenue surveys in their wake produced plane-table sheets and village maps. Originally made in manuscripts at site they were lithographed in the Central

Office, from which taluk and district maps and manuscript atlas sheets were compiled.

The maps, charts, plans, tracings etc., available in Tamil Nadu Archives can be classed into two main groups *viz.*, (1) Non-Revenue Survey Maps and (2) Revenue Survey Maps.

### Non-Revenue Survey Maps

This classification includes maps prepared on the results of Archaeological, Geological, Meteorological, Oceanic, Orthographical, physical, Route Survey, Statistical, Tidal, Topographical and Trigonometrical Surveys. This group, however, is numerically small numbering only 1,410 as against Revenue Survey Maps and sketches which number 2,27,674, though the importance of the smaller group is very significant. The Tamil Nadu Archives has a number of maps belonging to the 18th Century also. They are extremely interesting. Some of them are :—

(1) Map of the East India Company's lands on the coast of Coromandel published by Alexander Dalrymple, 1778 (Published by the East India Company's approbation). Scale; 2 inches to a statute mile.

(2) Madras and its environs in 1733 and 1862 to illustrate the annals of "Madras in the Olden Times" by Talboys Wheeler. Scale : 2" to a mile.

(3) Plan and situation of the Fort and Pettah of Coimbatore 1783; and plan of Dharapuram, 1783.

(4) Map of Coimbatore and Dindigul Provinces by Thomas Fiott De Haviland, 1st May 1800 closely after the conquest of Mysore. The map is dedicated to the President and Members of the Board of Revenue. Scale :  $69\frac{1}{2}$  British miles to a degree.

(5) A Trigonometrical Survey of the Bay of Coringa, 1789. Scale : 500 Fathoms to an inch.

(6) A Military Survey of the District of Palnad by Order of His Excellency Maj. General Sir Archibald Campbell, K.B., Commandant in chief, 1789. Scale : British mile  $69\frac{1}{2}$  to a degree.

(7) A Survey of the Kistna from Bezoura to the sea by M. Topping, 1794.

(8) Survey of the coast of Coromandel from Madras to Kistna by John Goldingham, Assistant to Mr. Topping, Surveyor General and Astronomer, 1793 (in two sheets).

(9) Map of the Province of Madura Surveyed in the years 1804, 1805 and 1806. Scale 2 miles to an inch. The map shows Circar lands, assumed palayams and unassumed palayams.

(10) Plan of Chittor as surrendered to the British troops under the Command of His Excellency Lt. General Sir Eyre Coote, K. B. on the 10th November 1781.

(11) (Copy of) Route of the Nizam's Army from Hyderabad to Khurdlah in 1795; and the course of the Mangera River surveyed by Captain Colin Mckenzie of Engineers (8 miles to an inch).

(12) Plan of Muscat Cove and Mutrah Harbour surveyed in 1785 by John Mc. Cluer.

#### Revenue Survey Maps.

These include maps and sketches prepared during the course of the operation of the survey and on the results achieved. The details of the operations from the time the boundaries of the villages are demarcated to the preparation of the final village maps are seen in the different sketches prepared from start to finish and it is these records that form the major collection of the survey records in Tamil Nadu Archives. To have a general idea of these records it may be necessary here to give an idea of the work of revenue survey during the course of which the different records emerged.

The revenue survey is designed to show all the principal features on the surface of the soil such as hills, jungles, woods, channels, tanks, wells, topes and houses together with the cultivated and cultivable land, whether irrigated or unirrigated and the area of each field. It was confined, with few exceptions to villages in which land tax is paid to Government on the ryotwari system. With the abolition of the Zamindari system and the Inams in general after India gained Independence the revenue survey made inroads into these prohibited pockets too to make common cause with their counterparts in the ryotwari areas.

On taking up a taluk for revenue survey a notification is published in the District Gazette that the demarcation of the boundaries and adjustment of disputed claims will be undertaken under the provisions of the relevant statute. Eye sketches of the village are first prepared and the extent of irrigated and unirrigated land in each village ascertained. The boundaries of villages and the portions into which they are divided, called divisions, are first demarcated. The villages are grouped into convenient blocks of polygon shape, called main circuits, of from 100 to 150 square miles in extent. The main circuit having been surveyed with theodolite and chain, the survey of the village boundaries and divisions is executed. The main circuit starts from a great trigonometrical station and is connected with as many great trigonometrical stations as may be necessary. Observations of the sun for azimuth are taken once in every 40 or 50 stations. The traverse is then set up, that is to say the angles and distances measured in the field are copied in traverse sheets and the latitudes and departures are computed thereafter; and this traverse is harmonised with the great trigonometrical work with reference to the co-ordinates computed from the great trigonometrical stations selected as the station of origin for that revenue district. To facilitate the setting up and closing of the village traverses, the main circuit is cut up into divisions or smaller circuits. The demarcation of boundaries and divisions of villages is followed by the demarcation of fields. The field boundaries are permanently marked with stone and

every field is registered. The field or survey number is adopted for convenience of survey only, as inside the survey field there may be several revenue fields, the boundaries of which are subsequently determined by the Settlement Department. While the boundary work is being set up by traverse and plotted, the fields are measured by chain. All lines forming the boundary of the field are measured. Measurements are also taken so as to divide the field into triangles as nearly symmetrical as the shape of the field will allow. These measurements always start and close on demarcation marks. Village sites, gardens etc., which cannot be measured in the above manner are worked as minor circuits and surveyed with theodolite and chain. On completion of the field survey, the field books are sent into office and the fields plotted in sheets. The plotting is tested and errors that may be found to exist corrected by remeasurement in the field, if necessary. The field boundaries having then been inked, the area of each field is taken by computing scale, and the sum of the areas so obtained is compared with the traverse area. The difference rarely exceeds 1%. The village map is then sent out for insertion of topographical details. This process being completed, the maps are finally examined in field and in office and are published on the scale of 8 inches to the mile. In the case of field maps which are small, they are reproduced in the scale 16 inches to one mile and printed. When the copies of the maps are printed some of them are mounted on cloth and the other paper copies are left as they are for distribution and sale. The Central Survey Office, Madras combines in itself the functions of a controlling office and a publication office in respect of field records and maps.

#### Map Printing in Central Survey Office

Several methods of printing maps are employed. Photozincography is perhaps the method employed as early as in 1855-59 by Lieut. General Sir Henry James, R. E., Director-General of the Ordinance Survey of Great Britain and Ireland and subsequently perfected by Col. Alexander de Courey

Scott, R. E., of the Ordinance Survey Office, Southampton and who later held the post of Superintendent of the Madras Survey Department from 1877 to 1879. The operation consists in transferring the photograph of a drawing to a zinc-plate from which copies can be printed in permanent ink with great rapidity and at trifling cost. This process was introduced in the Central Survey Office in 1878. Before introducing zincography in the Central Survey Office method of reproducing maps was by the application of lithography where the place of zinc plates is taken by lithostones and different chemicals are used in the process. Photozincography was later replaced by direct zinc printing *i.e.*, by getting an image in transfer ink on a zinc plate directly from a drawing without the aid of a photographic negative. In 1893 Cyanide Printing was introduced in the Central Survey Office for obtaining facsimile prints of plans drawn for reproduction or reduction by photography. This is a simple process for obtaining prints direct from a negative with blue lines on white ground. Cyanide prints are much clearer than photozincographs or lithographs and is suitable for fine work. Ferrow printing is even a simpler process than Cyanide printing. By the ferroprinting method a print with white lines on a blue ground is obtained direct from the drawing. Copies of field maps are generally taken by employing this method.

It will be seen from what is given above that maps, charts and sketches emanate from the point from which the survey operations commence leading upto the publication of the maps. A large variety of sketches and maps accumulate during this operation from the initial plotting of the boundaries and fields to their ultimate finalization and publication. These records are ultimately transferred to the Tamil Nadu Archives which preserves them and makes them available for administrative and research purposes. Thus we have in the Tamil Nadu

Archives the following categories of records relating to the Survey Department :—

|                                                    | No. of records |
|----------------------------------------------------|----------------|
| 1. Mounted Litho Maps (1859-1900)                  | 22,864         |
| 2. Resurvey Mounted Litho Maps<br>(1896-1917)      | 11,236         |
| 3. Unmounted Litho Maps (1896-1917)                | 26,400         |
| 4. Soil Block Maps (1906-07)                       | 1,450          |
| 5. Ferro Prussiate Prints (1906-07)                | 8,965          |
| 6. Ferro Prussiate Tracings ( do )                 | 6,785          |
| 7. Amin Field Measurement Books<br>(1867-1889)     | 50,372         |
| 8. Original Field Measurement Books<br>(1896-1965) | 63,402         |
| 9. Traverse Field Books (1866-1965)                | 16,980         |
| 10. Traverse Sheets (1866-1965)                    | 19,220         |

The Settlement Operations which followed survey operations have classified the land according to soil and fixed different rates of assessment. The settlement registers which give such particulars are also preserved in the Tamil Nadu Archives as also the land complaint files showing settlement of disputed claims over survey boundaries or demarcation. All these records are very valuable not only in practical life for settlements of claims and disputes over properties, but also for the study of history, the economic life of the people, the state of the land, fragmentation of holdings and so on.

## Evolution of Finding Aids

BY

V. KALYANI

*Tamil Nadu Archives*

### Records: Preamble

Records or Archives are the whole of the written documents drawings, photographs and printed matter officially received or produced by an administrative body or its officials in so far as these were intended to remain in the custody of that body or those officials. They are therefore documents accumulated in the course of organised business by a natural process of growth not collected because they were thought to be interesting. It is this nature which gives Records their evidential value; they represent not what some one wishes us to believe, but facts recorded impersonally and very often unconsciously : and they have that value in the highest degree when they have survived in undisturbed series in the custody of their original compilers or those compiler's direct representatives. It is this nature again which is the source of their greatest danger. Being not a mere collection of isolated pieces, but a body of related documents they may be ruined almost as effectively by dispersal as by destruction.

The Secretariat Records are to the Executive Government what case-law is to the judge, and the English Government in India has always been noticeable for its adherence to precedent. Of late the stress of business and the multiplication of the records themselves have been so great, that increased attention to the details of record-keeping has been found necessary. The two main principles in the regulation of records are, first to ensure their security, secondly to provide a means for easily referring to them and thirdly to preserve them. Side by side with record-system of public offices, and in some way dependent

on it, is the routine system for conduct of business. This is for the most part unwritten. The routine of the English Government is not in any marked way different from that of the Native Government which it succeeded. Of late years however improvements have been made in detail, with a view to greater co-ordination of parts and economy of labour.

#### Arrangement of Records

Each Department of the Secretariat is distinct for purposes of Record. When several departments are dealt with by one establishment as is the case in the Chief Secretariat, this distinction is not carried beyond the record room; but there it is adhered to. The method of record-keeping differs slightly in the several Secretariat Departments. The departments of the Chief Secretariat were revised in this respect in 1882 and what has been called the "disposal number" system of record and reference was introduced there. The system has been so called because under it attention is centred in the final or disposal number attached to papers, the different books of the office having relation principally to this number. As expressing the distinction between the system and those which it superseded, it might equally be called by some name indicating consecution or book arrangement of the papers; for it has that characteristic also. The same system has been introduced into the Board of Revenue, where it was especially needed on account of the increasing complexity of business, and the difficulty of copying with this under the arrangements previously in force.

*Village Accountant's Records*:—The oldest indigenous method of Record-Keeping is that of the village accountant. He tied the records together with little or no arrangement in a bundle made of cotton cloth called by the English a "dufter". For the classification he trusted his memory.

*Records of Native Cutcherries*:—The cloth bundle was the basis of the arrangements in larger native offices, but papers were however arranged by dates either of receipt or despatch.

The received papers were invariably placed in one bundle and the despatched papers in another. When these two appertained to each other, the idea of actually connecting them had at this stage of record-keeping not occurred. A connection was established only by means of annotated entries. Miscellaneous papers which were numerous and sometimes important were not treated on any definite principle. In some cases they made into separate bundles by themselves, but they were frequently neglected and were the source of much trouble and confusion. When there were several distinct series of correspondence, a set of date bundles were put aside for each such series thus forming a rough classification. Where the office was large enough to require a reference system, this was obtained by ledgers corresponding to the date-bundles; each paper being posted in the ledgers.

*Introduction of Serial Numbers*:—Though the English offices in its districts have in the main merely taken over the native system, Miscellaneous improvements have grown up with increased size of offices. The addition of serial number to the dates was a comparatively recent arrangement. As applied in the districts, this was not of much importance, for little or no use was made of the serial number. It was noteworthy however as forming the germ of the latest improvements devised.

*Paste-Books and Copy Books*:—Another development was that of keeping the more important papers together in books; when received papers, by pasting them into books, and when despatched papers, by copying them into books. This method, if an advance for purposes of security, was the reverse for purposes of perusing the papers. For though it may be suitable to an office where only one or two persons have to use the records it was obviously unsuitable where the records have to be dealt with simultaneously by many persons.

*The Subject bundle system*:—This system was introduced in certain offices supervised by Europeans. It consisted of keeping the papers separate and not formed into books, yet of

grouping them together into subjects and so tying them up. Registers carried the items from the received or despatched entries into the bundles where they were to be found. This method was only suitable as long as it can be certain that the papers would always be required in that particular connection and in no other. With a shifting administration, the classification of today might be suitable for the requirements of tomorrow. The subject bundles then become an incumbrance instead of an assistance. This method has not had much currency, and cannot be said to have been a success.

*The alphabetical index:*—This was introduced by Europeans and combined with the system of serial numbers had developed into the system which forms the subject of the present note. In all stages but the last however the alphabetical index had been only partially applied. Again the serial number question had been left quite undefined; that is to say, the alphabetical index had operated first on one, and then on another part of the record system.

*The Board of Revenue System, immediately preceding the introduction of the disposal number system:*—The office of the Board of Revenue was the largest and most complex office of the Presidency. It stands between the Secretariat Offices and the district offices. Its condition prior to the introduction of the latest record system may be considered typical. If a paper which reached the Boards was composed of several parts, as a letter and enclosures, these parts came up detached from one another. As the practice was to fold each paper twice vertically, an arrangement suitable to the cloth dufter, they were necessarily detached. Again when a bundle of papers was made up in the office for the despatch of business, the component parts of the bundle were similarly detached, and for the same reason. It is needless to say that it was difficult to keep papers duly arranged, or to obtain a connected view of them under this system. It was the cause of great delay when the papers after being utilised were distributed and put away in records, the received papers called “currents” were put away in one place, and the orders

passed on concluding papers called “disposals” were put away in another. To find them again double referencing was necessary. In the arrangement of the records the practice was to keep them in dufters, that is to say packages, each containing the papers of one month and one district. The papers lay loose and unclassified in each dufter. No check was exercised on the contents of a dufter, and if a paper was removed no voucher was taken, and the destination of the paper could only be ascertained after considerable search. The Register of received papers was not systematically closed, and it afforded no guide therefore either to the tracing of papers, or to the arrears accruing in the office. There was no method for checking the length of time for which a paper was kept by any person or branch of the office. It may be added that each step in the transaction of the Board’s business, however trifling or temporary, was marked by a separate “disposal” thus making an immense number of items in the total records. There was no arrangement for connecting the records of the past, present and future called “chaining”. As to the arrangements for finding the records called “referencing”, a mixed method prevailed; the books and indexes bearing partly on received number, partly on date, and partly on disposal number.

*Record System of the Chief Secretariat immediately preceding the introduction of the disposal number system:* The above remarks apply in great measure to the Chief Secretariat record system as it existed prior to the introduction of the disposal number system, papers were received from other offices twice folded, and when more than one, loosely bundled together. The papers arising in the office were also dealt with as loose papers. Previous papers or “references” were presented without method. Papers were put away in record by date, though not in dufters. No exact account was taken of papers removed from record. In all aspects it was almost similar to that of the Board.

*The disposal number system:* The disposal number system which was introduced to remedy these different deficiencies, consists of the application of two principles; the first consecutive

chronological arrangement of papers, and the second alphabetical indexing concentrated on a single series of numbers. The first process being made to lead up to the second, the whole forms a single system. This system has been recommended by the Board of Revenue for general imitation in the districts. Various stages can be traced between the indigenous native systems of record-keeping and the system observed in the superior English offices. The records of Government both in the districts and at head quarters contain a large fund of information, but the process of digesting them, and of reducing their bulk by rejecting what is useless, forms constantly recurring labour.

*Records in the custody Tamil Nadu Archives :* The mass of Records centralized in the Tamil Nadu Archives is, of course, in English, but the collection includes also some records in other languages. They consist mainly of

- (1) The Secretariat records, confidential as well as non-confidential,
- (2) The records of the Board of Revenue,
- (3) The Collectorate records,
- (4) The records of the extinct departments ;
- (5) Dutch and Danish records ;
- (6) Survey Records ;
- (7) The records of the Registration Department ;
- (8) The Electoral Rolls ;
- (9) Strong Room Documents like bonds, deeds etc., and
- (10) Tanjore Raj Records.

No records of the East India Company are preserved earlier than 1670. The oldest record in Madras is a letter dated 9th November 1670, received to the address of "Our Agent and Council in Fort St. George". Earlier records exist in India Office, and some of these have been abridged and published in

the well known volume entitled "Bruce's Annals" (London 1810).

*Secretariat Records :*—They constitute the records created by the various departments of the Secretariat which came into existence on various occasions and cover the period from 1670 to 1965. The records of all the departments of the Secretariat for the East India Company's period are in the shape of volumes and the rest are in shape of case files. The volumes consist mainly of Consultations, Despatches, Miscellaneous, Sundries, Country Correspondence and letters. Press Lists of ancient records in Fort St. George for 1670-1800 are available. In addition to these the records of the Secretariat possess manuscript and printed indexes prepared by the respective departments.

*Consultations (1672-1856) :*—Consultation Volumes are not only historical documents of the greatest value, but also contain the autograph of every one of that distinguished Company Men who took part in the Government of Fort St. George. In the beginning there was only one series of Consultations called "Public Consultations, but as new departments came to be formed new series of Consultations also came into existence such as the Military, Revenue, the Political etc. The Consultation volume of each department contain not only Consultations proper but also Diaries. The Consultations include the resolutions of the Government in the various subjects dealt within that department in later years, Minutes of the Members, sometimes abstracts and sometimes copies of papers read at the meetings of the Governor and Council. These consultations were regularly signed by the Governor and the Members of his Council. The Diaries of the earlier years particularly those of the Public Department abound with curious entries such as the arrival and departure of ships, the arrival of the important persons at the settlement and regular notes of letters received and sent. But with the coming of the 19th Century its quaint elements disappeared and it came to be put to a different use. All letters which were disposed of in

circulation between two meetings of the Council were entered in the Diary along with the replies despatched to the various correspondence.

*Despatches (1670-1856)* :—Like the Consultation the Despatches form single series in the beginning but with the constitution of new departments in the later half of the 18th Century they also give rise to different series under different departments. The Despatch Volumes of each department contain the general letters sent to and received from Court of Directors. The former narrate the transactions of the Government in the Despatch and offer an epitome of the fuller story detailed in the Consultations, while the latter contain the criticisms of the Court of Directors on the past transactions of the Government in the Department and full instructions for their future guidance. Besides these the earlier despatch volumes also contain miscellaneous papers, such as despatches to other settlements of the Company, lists of the investment to be provided in the Coromandel Coast; Manifests of Private Trade, Accounts of Coral and Silver shipped to India, lists of new factors, and of military recruits sent to Madras, lists of volumes, accounts and records sent to England, sailing orders addressed to the Captains of the homeward-boundships, Registers of bills drawn on the Company and of diamonds shipped from the Coast, and letters to the Governor of St. Helena advising the Despatch of rice and other necessities to that settlement. Manuscript indexes for all the Departments are available.

*Sundries (1677 - 1856)* : The Sundries are a collection of papers relating to the same subject which were scattered more or less at random through the Consultation Volumes.

*Country Correspondence (1739 - 1829)* : The Country correspondence which is found in the Public, Military and

Political Departments includes letters between the Governor of Fort St. George and the Country Powers, such as the Nawabs of Carnatic or the persons connected with them. Manuscript indexes are available for these records.

*Letters (1678 - 1774)* : The letters series, which is found only in the Public Department comprises the letters exchanged with the other factories of the Company such as Fort St. David, Ingeram, Vizagapatam etc.

The Secretariat records of the period from 1857 to 1965 are in the shape of case files called "Proceedings of the Government". These case files are arranged in bundles according to their serial numbers.

The following are the existing Departments of the Secretariat.

- (1) Public Department
- (2) Revenue Department
- (3) Home Department
- (4) Finance Department
- (5) Public Works Department
- (6) Rural Development and Local Administration Department
- (7) Health and Family Planning Department
- (8) Education Department
- (9) Law Department
- (10) Legislative Council Department
- (11) Legislative Assembly Department
- (12) Industries Department
- (13) Labour Department

- (14) Co-operation Department
- (15) Social Welfare Department
- (16) Food and Agriculture Department

In 1909 a separate Record Office Christened the Madras Record Office (now designated Tamil Nadu Archives) was established to organize all the important Archives of the State in a systematic manner. It was then that it became possible to centralise a large number of important series of records, to house them properly, to preserve them and mend them on up to date lines, to throw them open for historical research, to publish regularly such of them as are of historical interest, to furnish them when required for legal purposes and to make them all promptly and readily available for official reference in carrying on the day to day administration of the State. The activities of the office grew with the growing needs of the times and luckily it so happened that these needs were better appreciated in Madras than elsewhere. This is why Madras has rightly been considered to occupy a unique place in the Archives Administration in India and as the first among the States to realise the official and historical value of Archives.

### PART III

Articles Contributed by  
PROFESSORS AND RESEARCHERS



### **PART III**

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## Archives and Diplomatic in Ancient India

BY

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Archival science as also diplomatic are considered to be comparatively new sciences in India. While the former is connected with the preservation of records relating to families, corporation, community or government and administration, the latter is a critical study of the diplomas and concerns itself chiefly with the mode in which an instrument is couched, its form, style and characteristic conventional phraseology, leading to a comparative study of these features in order to distinguish one set or class of records from another. No institution or government can function properly without records and it was well understood even in ancient India. This is seen from thousands of contemporary documents in the form of inscriptions on stone and metal that have been brought to light in the course of the last one hundred years and more. Many of these documents which record donations to individuals or institutions, or administrative arrangements in an area are written on sheets of metal. The number of such records is unusually large, so much so there seems to be some basis for the hyperbolic statement contained in Ballala's *Bhojaprabandha* which says: "While Bhoja is reigning king, iron and copper, both have become extremely rare; the former because large quantities of it have been consumed in forging chains for capturing his foes; and the latter because it is being largely used for registering the land grants he is daily making".

South India is rich in inscriptions incised on stone and metal. The Tamil Nadu State alone has more than 30000 stone inscriptions and 400 copper plates belonging to the period from

the sixth century to the seventeenth century. Some stone inscriptions are very long while many are comparatively short. Likewise there is much variation with regard to the size of the plates, their number, weight and the lines each side of the plates contain. While there are copper plate grants which have only two sheets, there are also a few whose number ranges from 9 or 10 to 55. Usually a set pattern was followed in the structure of a document, though deviations were not uncommon. Each document consists of three parts, the first being introductory and containing the preamble, the second containing details about the grant and the last one serving as the concluding part. The first part generally comprises invocation, place of issue, *prasasti* giving details about the grantor and his ancestry. The second part contains information about the gift, the grantee or grantees, the occasion for the grant and its object and the nature of the gift. The last part consists of the date, the names of the composer or writer and engraver, exhortation and authentication. The plates on which the record is incised are strung together by a copper ring, the two ends of which are secured together by the royal seal. If it was a public document which was intended for a large number of people in a village or administrative area it was addressed to the local officers and leading men of the locality. Most of the records begin by affirming that the king was in good health (*kusali*) at the time of the grant to show that he "was in his full senses and was not under the influence of any disease or intoxicant while making the donation, so that the title deed issued in favour of the donee might be recognised as a fully valid document, legally speaking. The protection of the grant was considered legally important, but more than that it was morally incumbent on the part of the government and people to protect it. The imprecatory verses usually found at the end of a grant show that it was considered that the protection of grant was even more meritorious than the making of the grant itself, for it was said, for instance, in most records that if any one confiscated a grant or did any harm to it he would incur the effects of committing the five major sins (*pancha mahpatakas*) or the killing of one's own parents or the tawny cow on the banks of the sacred Ganges.

Grants were made on specific occasions and generally at sacred places. The records of such grants were available for future reference. Kalhana, the author of the *Rajatarangini* says, for instance, that for writing the work, he tried to avoid the errors committed by earlier writers by a scrutiny of the ordinances of former kings regarding religious foundations and grants, laudatory inscriptions as well as written records. The Kumbalgadh inscription of c. 1450 records that its author had before him, among others, numerous old inscriptions for consultation. In Chola times in South India there are records to show that when doubts arose about the ownership of land by an individual or an institution, previous records relating to the same were consulted to decide as to whom the land belonged.

Usually orders were issued orally by the kings and responsible officers of government and the Secretary or Secretaries who were in charge of records drafted them in set phraseology, if necessary after consulting earlier files and documents to avoid any error or loophole. A record before it reached its final shape passed through three stages, composition, writing and engraving. In Chola records the officer who took down the oral orders of the king was known as the *Tiruvaykkelvi* which term really means one who hears what comes from the sacred mouth of the king.

The drafting and inscribing of royal charters were done by a special department which contained men of administrative experience and technical knowledge. In the Chalukya period records were usually drafted by the *Sandhivigrahaika*, while in the Hoysala period there was a special officer for the work, and he was known as *rayasutradhari*, who was probably the forerunner of the *sasanacharyas* of the Vijayanagar period. Chola records mention an officer called the *Tirumandiraolai* who was probably an officer of the Department of *Tirumandiraolainayakam*. In a Chola inscription we are told for instance that the orders of the king were written out by a *Tirumandiraolai* and later compared by three officers who belonged to the Department of *Tirumandiraolainayakam*.

There is evidence of the existence of record offices in which were deposited the records of the Government. Kautilya mentions in his *Arthashastra* the *akshapatala*, which term is taken to mean an accounts officer and a general Records room. Among the different kinds of records which were preserved were title deeds of immovable properties, documents concerning royal grants, copies of letters to neighbouring kings, and of treaties with other states, records generally relating to civil lists and general expenditure. The chief among the officers in charge of records was the *mahakshapatalika*. The working of what appears to have been the Record Office in Vijayanagar is described by Abdur Razzak in the following words: "In front of the minister's office "there runs a gallery higher than the stature of man, thirty yards long and six broad where the records are kept and the scribes are seated". There appear to have been local record offices also, probably in each administrative unit. In the Chola period such local record offices seem to have been known as *avanakkali*.

## Archive Administration

BY

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In the annals of recorded history, the documents and records otherwise known as state papers play a vital role. Biographers and historians when they weave as craftsmen, a pattern for us upon the loom of time, they employ as their weft, the vast contemporary records that are available. These records range from coins and inscriptions to documents, formal and informal, official and private. Sometimes, the writers of history and biography make copious use of the state papers to impart qualities necessary for such writings: accuracy and authority. These records or documents help the writers of monumental work not only to fill in the details, but they reveal the tremendous influence that men and events wielded in a particular period on the lives of the people and their land.

The spread of archive consciousness has always been rewarding. It benefits the future historians, biographers and students of public administration.

The system of recording ideas and incidents changed with the progress of civilization as alphabets and writing, materials were introduced. Older the country like India more illuminating should be the history of records management and more valuable its collection of records. Manuscripts and files, government orders, correspondence and press list, along with the consultations, Diaries and despatches built bit by bit through decades and centuries and preserved in the National and State archives constitute the original and fresh raw materials for the students of Public administration and for future historians.

Archive administration has acquired great significance all over the world. Records as all of us know are the tools of administration. They comprise the various activities of the government down the centuries; they embody past experiences, evolution of the administrative machinery and the procedural details to operate the Governmental machine. Records are therefore the evidences by which a government is accountable to the people. British administrative records are documents of the greatest historical value and the deepest human interest.

The East India Company and their servants having been separated by thousands of miles, it became almost a matter of necessity that their activities at both ends should be properly and fully explained by correspondence and periodic despatches. Rapid growth and development of activities resulted in the increase in volume of correspondence and other records. The company won its wars and increased piece by piece the extent of its territory. When the factory had become the empire, and so the commercial agents had to become territorial rulers with the primary obligation to administer the country. Instituted in 1670, the public department as was revealed by the records was the first Secretariat of the East India Company, where the whole of the official business used to be transacted.

The Madras consultation books begin in 1672. On the early development of Secretariat abundant material is available in the Madras archives, where public documents are scientifically cared for and catalogued and indexed and readily made available to the Research. My acquaintance with the Madras Archives during my research years for the two degrees and also as the Editor of the "Directory of 'WHO IS WHO' of Freedom Fighters", had convinced me that the records could be of immense value in writing the authentic history of the last two hundred years. The despatches and Government Orders of the days with their comments and minutes and notes contain mine of information. Some of the original materials housed in the Archives of Madras throw light on almost all the current

subjects of importance which are of absorbing interest to Nation Builders

Abundant material is available on administration, secretarial procedure, noting or filing system, and on subjects like irrigation, abolition of Zamindari system, tenancy reforms, road repair, separation of executive from judiciary, constitutional reforms, the evolution of legislative procedure, history of the National Movement and similar topics of modern interest. The remarks and comments on the files and the papers connected with the passing of every Government Order are of considerable importance to the modern student of public administration. It can be said with authority that there is no current topic on which some light is not thrown by these documents and state papers.

The old materials available in the Records office cover a span of two centuries, and because of the elaborate and thorough going system of noting and minuting established even at the commencement of British administration in India the accumulation is so vast that detailed investigation of all items of Secretariat history year by year would be a work for decades and a team of writers. The records of Fort St. George do not date back earlier than 1670. Despite the absence of official records prior to 1670, we can glean from the correspondence and the general letters, the form of Government and the methods adopted for the conduct of the business of their agency.

Away back in 1857, when the broad guidelines and procedural routine had been laid down for the conduct of the Secretariat, one is interested to read a very important document among the relevant records about the Secretariat. This is the brilliant report submitted by one Mr. Hart, the Commissioner for the revision of Civil Salaries and Establishments throughout India. In his report we learn that the Commissioner found that other Secretariats of Bengal and Bombay cost less and received and sent more letters than Madras in reply to which the Chief Secretary of Madras wrote in terms, which read as if they were employed today

It is also note-worthy as that the Madras Secretariat had already set up its well known tradition of thoroughness of business as witnessed by a passage in that report which referred to greater amount of work done in Madras when compared to Bombay. Yet one found that the Commissioner Mr. Hart could not justify the higher rate of pay of the Madras Secretaries and recommended that they must receive less. Mr. Hart's report is a very remarkable document which surveys the whole scene with insight and fine impartiality. A cursory glance of the few paragraphs containing the role of the Secretary and the functions of the Secretariat, constitute unexceptionable statement of first principles long antedating our modern text books of Public Administration.

The documents and despatches, files of old government orders and the voluminous correspondence between the State governments and Government of India and between the latter and the Home authorities reveal a good deal of insight and information not only on government and administration but also on the beginning of legislative activity in India. They present facts and details which are not available to the common reader, for most of which are preserved in the files of the records in the State Archives. They can be discovered through patient perusal of these files. The constitutional principle evolved in the development of self-government is known to the proverbial student of constitutional history in India. But how exactly from year to year and from day to day contemporary public men, the government of the day and the newspapers reacted to the continuing experiment of expanding "association of the natives of the country" with the business of the Government is a subject worth investigating in order to establish, if the facts warrant it, any probable continuity of tradition that may have come into being while more general political conflicts and agitation for self-government had been engrossing the attention of the public and its leaders.

Students of Public administration known well that organised information on the working of the governmental agencies in

our country is scarce. While abundant material is available on many topics of interest, the files of the current 50 years at the time of consultation are not allowed to be seen by the public, is a salutary regulation which however is a handicap, to the Researcher. On this account, inwardness of the numerous decisions made cannot be understood without the study of the great arguments set forth in the manuscript files. It is not suggested that these precautions are unnecessary, or unjustified, but to one who wishes to do intensive research on current topic of interest, these regulations are formidable impediments.

In the field of Archives Administration the role of the State Government is not much. Whatever activities we see in India in this field are concentrated in the efforts of the Central Government. For some reason or other the efforts in this sphere are wanting by the States. Specialization in the field of Archives Administration is of paramount necessity. "Making arrangement for the preservation of its records is an inescapable duty of the government of the States" observed the Report of the Committee on Departmental Records in England.

A scheme of series of scholarships may be thought of, by the Government to the interested Research Scholars to study, understand, and then present in concise form the valuable materials found in the records. The valuable information contained in the files of not too distant past will be useful to both the historians and the administrators of today. These materials can be resurrected by systematic research and study and through patient perusal of thousands of pages of these documents housed in the Archives by devoted scholars will constitute the basic raw material for writing an authentic history of the contemporary times.

## Some Memories of the Tamil Nadu Archives

BY

M. C. SUBRAMANIAN, M.A.

*Retired Assistant Curator (Assistant Director), Tamil Nadu Archives*

I joined the staff of the Tamil Nadu Archives nearly thirty five years ago. It was then known as the Madras Record Office and the officer in charge of it had the designation of Curator. I am glad that these names have now been changed to the Tamil Nadu Archives and the Director of Archives. These changes should have been made long ago and would have been made but for the obstinacy of a rather unimaginative secretary to Government. Not that there is anything wrong with the name Record Office. The valuable archives of the United Kingdom are, so far as I know, still housed in what is well-known as the Public Records office, London. But the term 'archives' has now obtained international recognition and conveys a more comprehensive meaning than 'records.' It is not only more dignified but is also more appropriate since it has now been generally recognized that the records of earlier administrations are not merely to be preserved but are also to be used, and used not merely for official purpose but also for historical research.

As the Archives Office was not generally known to the public I had at first to enquire my way to it. A tiny name board totally incommensurate with the magnitude of the buildings indicated rather than proclaimed the location of one of the biggest archive repositories in India. This board has now fortunately been replaced by a more prominent board which attracts the passer not only by its size but also by its new and rather unfamiliar appellation of 'Archives'. This is no doubt as it should be. For the archives deserve to be better known by the public at large.

When I first went into the Archives I was struck by the preponderance of barred windows and steel shutters. I had subsequently occasion to count the number of these windows and, if my memory is correct, they amounted to nearly one thousand. There were then only six record blocks, or stack rooms as they are now called, three on each side of an immensely long corridor. Each block was a tall and massive structure ninety feet long, thirty feet broad and nearly as many feet high. The interior of each block was almost entirely taken up by one compact structure of iron racks rising more than twenty feet high and connected to each other by strong iron grills. The long and broad shelves rising one over the other were full of big volumes and bundles of papers. The iron racks and grills and the long rows of narrow windows protected by iron bars and iron shutters created the general impression of a huge penitentiary. The effect was not mitigated by the shining walls of glazed tiles and the clean floor of Cuddapah slabs. The individuals who looked after the blocks were out of all proportion to their size, being only one or two in some instances and never more than four or five. The silence which pervaded the blocks was therefore somewhat oppressive.

This first impression was in course of time replaced by a more favourable one. I soon began to realize that the musty archives were mines of curious and interesting information. I learnt at first hand, in minute detail, how the Government conducted its day-to-day administration. Nor was this all. The historical information in the old volumes and papers was of all absorbing interest. Haidar Ali, Tipu Sultan, Nawab Walajah, Clive, Wellesely and a host of other important persons about whom I had read in my school and college text books came alive in the pages of these volumes and papers. The march of troops, the siege of forts and the din of the battle fields were all there vividly described, very often by those who had taken part in them. A studious and scholarly person like me could not have stumbled upon a more valuable find.

Although Professor Dodwell was the First Curator it was Mr. C. M. Schmidt who organized the office. He was the Registrar of the Chief Secretariat when he was placed on special duty for this purpose. I am not quite sure whether he was a German, as his name indicates, but the patience and thoroughness with which, within a short period of three or four years, he classified the archives, labelled them, arranged them and prepared catalogues for them were characteristically German. The task was by no means easy, considering the incredibly large bulk and variety of the Madras Archives. Mr. Schmidt's arrangement was almost perfect and would have continued to be so but for the exigencies of the Second world war when all the important archives were shifted from Madras to places in the interior as a measure of precaution against enemy air raids. They remained there for nearly ten years and when ultimately they were brought back to Madras the old arrangement had been upset to such an extent that it was practicably impossible to restore it. At any rate it had not been restored when I retired from service in 1958.

Professor Dodwell first came to India as a professor of the Presidency College, Madras, and was holding the post of Vice-Principal, Teacher's College, Saidapet in the Indian Educational Service Cadre when he was offered the post of the Curator Madras Record Office. After appointment as Curator he ceased to be a member of the Indian Educational Service. He was, as is well-known, a historian and was therefore naturally more interested in the historical aspect of the archives than their preservation, reconditioning etc. He examined some of the less well-known series of records like the Mayor's Court records and wrote, with the help of the information collected from them an interesting book called the Nabobs of Madras, depicting the social life of the European community of Madras in the eighteenth century. He also prepared a useful Handbook to the archives. He would have done more had he not resigned the post of Curator after four or five years and taken up the post of a Professor in the London University.

Thereafter for nearly fifteen years the Archives were in the custody of several officers, one after another, many of them belonging to the Indian Civil Service. One of them Mr. Reilly, I. C. S., wrote a valuable report as a result of which the old blocks were provided with what are known as cowl ventilators, that is large holes in the ceiling protected against rain by covers or cowls. Previously the archives had no ventilation at all during out of office hours. Another Officer was J. J. Cotton, I. C. S., the author of two volumes of Tombs and Monuments of Madras, a work full of historical and antiquarian information. A third Officer was P. Macqueen, I. C. S., who was placed on special duty for three or four years. His tenure will be remembered by the series of Guides to the District Records which he brought out. This was an important work which he accomplished within an incredibly short period. He also organized a small museum of interesting historical documents and had it opened formally by the Deputy Secretary to Government with a certain amount of fanfare. This museum ceased to exist in the wake of the evacuation of archives during the Second World War. I believe it has now been set up again.

The only reform made by Mr. Macqueen of questionable value was the linking up of the old blocks by means of corridors and the partitioning of some of the blocks by tall iron curtains extending from the floor to the ceiling. There were already too many corridors and the new ones only added to the confusion. And the iron curtains were more a hindrance than a help. I believe they have now been removed. These changes were made in the name of economy, but there was practically no saving of expenditure. Mr. Macqueen was a typical British civilian of the old type. He toned up the administration which had become slack after the departure of Professor Dodwell. He held himself rather aloof from the staff, but was absolutely just and fair in his dealings with them.

If Mr. Macqueen was an administrator Dr. B. S. Baliga who succeeded him was a true scholar and student of history. No wonder there was an unprecedented rush of research students during his regime. His friendliness and valuable guidance will be remembered by all of them. He had received training in some of the British Archives, the only Archivist then in India who had received such training. He was therefore held in high esteem in Archival Circles. At the annual session and periodical meetings of the Indian Historical Records Commission he was always a conspicuous figure. He was rather conservative in his views regarding the preservation of archives and resisted as far as he could the introduction of the new American techniques which were coming into vogue in India in the wake of the Country's independence. He preferred to follow the age old methods which had stood the test of time and looked with suspicion upon methods evolved in laboratories the results of which in the long run could not be safely predicted. These views brought him into conflict with one of the Directors of the National Archives, Delhi (now no more), who lost no opportunity of disparaging the activities of what he contemptuously called "The Madras Records Room". This did not however prevent visitors to the Madras Archives from praising it as the best organised Archives office in India. And Archivists continued to consult Dr. Baliga on all Archival matters of importance.

In the field of administration, Dr. Baliga had a passion for making the archives useful to the administrators in all possible ways. With this object he got into touch with many Government officials all of whom were impressed by his zeal and sincerity. The two volumes of "Studies in Madras Administration" issued by him show how the Archivist can help the administrator. His untimely death of heart-failure at the age of fifty

was widely mourned in archival and administrative circles. He was a kind officer and erred, if at all, on the side of leniency. It may truly be said of him that he worked himself to death in the service of Government by never taking rest or going on leave for a continuous period of twenty five years.

Dr. Baliga passed away in 1958 a few months after my retirement. I had no occasion to visit the Archives afterwards, but I learnt from reports which reached me now and then that for nearly ten years thereafter they were administered by Assistant Curators and Officers of other Departments who were placed in charge for short periods until the present Director of Archives, Sri Singarajan, was appointed on a permanent basis. I have not been able to meet him, but I am glad to hear that under his able and energetic administration a number of useful reforms have already been effected and that more are on the way.

## Reflections on The Tamil Nadu Archives

BY

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Records Commission*

The Tamil Nadu State Archives is one of the finest and richest collections of Public records and perhaps the oldest of the archives in India. When I visited the archives some time ago I was immensely attracted by the magnitude, diversity and thorough going classification of records housed in an atmosphere of perfect cleanliness and serenity. Passionately interested in the preservation of national records, I felt proud of this institution indeed and left it with an indelible impression that it compared stupendously well with its sister institutions in the leading nations of the world.

To initiate the readers to have a glimpse of the above collections, quoted hereunder is a passage from the writings of the Director of the state Archives, Tamil Nadu.

*“Collections :* The records of the various Departments of the Secretariat, both confidential and non-confidential, from 1670 down to 1963 ; all the records of various departments of the Board of Revenue from 1786 down to 1957 ; all important series of Survey records ; all the records of the District Collectors from the earliest times to 1857 ; the Pre-Mutiny records of the District Courts ; and the records of the defunct departments are centralised here. Besides, records in Dutch, Danish, Persian, and Marathi, are also housed in this Archives. The strong room documents such as documents of the land mortgage banks, Co-operative societies, bonds and agreements are centralised in this office. The electoral rolls from 1961 to 1969, all the books published in various languages and registered under the Press and Registration of Books Act, 1867 are also preserved here.”

For further information, I would recommend to the reader a study of the article entitled “Madras State Archives” which has appeared in, “The Journal of the Indian Institute of Historical Studies, Calcutta 1969, whose author happens to be the Director himself of the state Archives. The article is a scholarly and highly informative piece of writing.

Instead of keeping these records helplessly in a dormant state, and to see this institution throb with scholarly scientific activities, I have recorded some of my reflections hereunder addressed to all concerned for doing the needful.

(1) Provisions should be made to appoint research scholars of various grades to bring to light the numerous facts of recent history and culture lying buried in these records. Some of these facts, when revealed, may even change the pattern of almost accepted course of existing History of modern times.

The existing History of Tamil Nadu is not properly dealt with in the general scheme of the Indian History. These records, if put to full use, would be of immense value to throw further light on this question.

(2) A complete and classified index of all the records may be compiled, showing the years of accession, date of the record, a synopsis of the subject matter, aspects of its importance in brief, together with some critical notes if any, added thereto. Such an index, if already existed, the same may be critically revised, completed if not complete and brought upto-date.

(3) Apart from the records collected in this Archives, there also lies a huge volume of materials scattered at various centres in this country and also abroad. The author of this article was privileged to tour almost all the countries in Europe and in the Middle East (1959-60) in connection with preparation of a Scientific Catalogue of the Tamil Manuscripts possessed by the various libraries in Europe. There he could find-not

unexpectedly of course-historical, administrative, commercial and cultural records bearing relevance to the History of Tamil Nadu lying in those foreign libraries, archives, museums and other such centres. All those must be copied or microfilmed, translated and critically edited, and compiled and classified with the existing records in this Archives.

I quote hereunder, for instance, an extract from my report "On the Tamil Manuscripts in the Libraries of Europe", Prepared by me for the Government of Madras in 1959-60 :

"On enquiry, I was informed by the keeper of the Archives, that there were tens of thousands of correspondence letters and other documents relating to the religious, political, economic and social transactions taking place between the Danish Possessions in Tamil Nadu and the Governmental and other institutions of Denmark during the period of Danish occupation. *i. e.*, (from 1720 to 1845 A. D.). And I was shown round the bundles of those papers remaining classified and arranged in the Archives shelves. These papers are written in Tamil, Danish, German and English languages. A part of the Tamil bundles were on my request made accessible to me. When I examined, I found them to contain innumerable governmental and private papers on matters relating to social, religious, political and other fields of transactions of those times.

"Papers of all these languages, taken together, will definitely throw new and intensive light on the history of the period to which they relate".

*Let me quote another extract from the same report :*

"In the State Archives of Halle, in East Germany, which remains now under the management of the Martin Luther University of Halle - Wittenburg, there are, as I was told and allowed to physically examine, about

80,000 items of correspondence letters and other papers, either in Tamil or German or Latin. I had only a cursory look into the Shelves of these bundles, as work on which shall be entirely of a difference nature.

About 90% of these are letters written by B. Ziegenbalg, the first missionary at Tranquebar, who founded the Luther-Mission Church in Tamil Nadu and by the other missionaries who succeeded him later. These MSS cover a period from 1706 to 1850. They include letters from Halle to India, some from London to India and some from Copenhagen to India.

MSS of these category could be seen in the other European cities too, for instance in Copenhagen, Paris, Amsterdam etc.

All letters of Ziegenbalg have been published in 1957 by Mr. Lehmann, Prof. of Theology and a Tamil Scholar in the Martin-Luther University of Halle-Wittenburg. The same Professor has published the letters of Ziegenbalg's wife in the Journal of the same University in 1958".

A search for such records in all the countries, which have had historical relations with this country - in all the Directions of the globe should be organised in a spirit of Exploration. And students of Modern History of India, of Tamil Nadu in particular, would be tremendously benefitted by this scheme, if it materialised.

Even in our own State, I should say, there are voluminous records awaiting the attention of the Government and researchers in many centres; for instance, I may quote the records held in the Raja Sarfoji Saraswati Mahal Library at Thanjavur. Recently when I contacted the learned Librarian there, I could gather the following facts:

“There is a class of manuscript records called Modi manuscripts-written in a script known as Modi which is quite different from the usual Mahrathi script. The records contain plenty of materials pertaining to administration, economic and social conditions of the local rulers from 18th to middle of 19th Centuries at Thanjavur. Their value is comparable to that of Anandarangam Pillai Diary of Pondicherry. Portions containing, essentially political materials have been removed to Government offices elsewhere decades ago”.

“The Modi Papers can be read and deciphered only by persons acquainted with both Mahrathi language and Modi script. The library has nearly 1000 bundles in this script containing varying numbers of loose sheets from 10 to 150 leaves in each bundle. They relate to administrative matters and diaries and other records of the royal family of Mahratta Rulers of Thanjavur. About 200 of these bundles have been translated into Tamil by expert pandits and this work was being done by a department consisting of two Modi Pandits and other assistants whose appointment was sanctioned by the Government temporarily from time to time. This department has been kept in suspension for over a year awaiting further sanction for continuance of the work in the field. The two pandits, who were engaged in the work are very old and it is time some others have to be trained under them to read and decipher the Modi Scripts, failing which such experienced people in reading those records could be rarely found elsewhere. Without further elaboration, I would rather like to impress on the readers here, only as to the magnitude of the problems facing our record centres and the kind of work and attention that are in demand to day”.

(4) Microfilming facilities and facilities to read such micro-filmed documents should be made available in the Tamil Nadu Archives. This will help in preservation of some of the precious but decaying records. Long and voluminous records in the Archives, can also be microfilmed, if necessary, which will result in economy of space, thus providing accommodation for

the ever increasing new additions to the Archives. The record office, as I view it, is a growing organisation.

Microfilming facilities would bring the records of the Archives within the quick and easy reach of the researchers both in India and abroad. This will simplify the problems of copying in terms of money, time and labour. That even average institutions in the advanced countries in the world are equipped with similar microfilmed devices is a fact worth noticing in this connection. And technical apparatus for preparation of photo-stat copies of documents are also essential for a record office. The Tamil Nadu Archives richly deserves these devices and there can be no denial of this fact.

(5) The Archives may run a Research Journal of its own, the importance of which cannot be over emphasised. Critical notes on documents and pamphlets on discoveries may also be published. Worthy of mentioning in this context is the fact that Archives in the advanced nations in the world are not mere stack rooms and dormitories of records.

(6) In addition, provisions may be made for publishing in several volumes summaries of only such records as are of outstanding importance to scholars, to this nation and its history.

Above all, when this Archives is modernised in full and equipped and liberally provisioned in all respects, every record therein will begin to beam with fresh life. *And many of them will narrate even untold stories !*

## The Research Scholar and the Madras Record Office

BY

SAROJA SWAMINATHAN, M.A., M.Litt.,

I shall not be overstating when I say that the Madras Record Office which has assumed the name of the "TAMIL NADU ARCHIVES" since a year back is a world to me. I often resort to it like duck to water. At a time when English is sought to be banished from the land, there is nothing more calculated to improve the mind of our posterity than the maintenance of a well-equipped library. In this respect the Record Office-which old name I choose to continue throughout this article-occupies the pride of place. A number of Research Scholars hailing from different Universities both Indian and foreign who wish to slake their thirst for knowledge flock to this repository whose records form an immense bulk affording rare materials for research in all branches such as political, social, economic and administrative history of the State.

Indeed Tamil Nadu has been the pioneer in regard to the preservation of archives, being perhaps the first to realise the official and historical value of archives and certainly the first to organise a separate office for all her documents. Locellated into nine large blocks the Record Office holds a marvellous accumulation of records of the various departments of the Secretariat, non-confidential as well as confidential, from 1670 to the present. Albeit the site of the Fort St. George, was ceded to the East India Company by the Damarla brothers Venkatappa and Aiyappa as early as 1639, no records have been preserved of an earlier date than 1670. Today the office has under its safe custody all the records of the Board of Revenue from its inception in 1786 down to 1968 all the

important series of survey records; all the records of the district Collectors from the earliest times down to 1857; all the records of the extinct departments including those in Dutch, Danish and Persian; and all the Strong Room Documents of the Land Mortgage Banks and Co-operative Societies, Bonds, Covenants, Agreements etc. These apart, there is a library in the office, wherein are lodged books in various languages published in this State ever since the passage of the Press and Registration of Books Act of 1867.

These records have been classified under various heads such as Government Consultations, General Letters; Country Correspondence; Special Correspondence and Minutes; Special Consultations Public and Judicial; Special Consultations - Military; Consultations and Correspondence connected with out-stations; Negotiations with Foreign Powers, Treaties etc., Committees on Finance; Committees and Proceedings as regards individuals; Miscellaneous Letters; Reports, Journals and Narratives; Political Intelligence; Law, Justice and Police; records respecting establishments; Cowle Books, Registers of Grant, Land Cutsoms etc., Returns; Memoranda and Petitions; Covenants and Oaths; Old Accounts, Contracts etc., General and Standing Orders; Gazettes and News papers.

All the records enumerated are issued to research Scholars who are precluded from scrutinising only the records of the last 50 years which are treated as current records. The Researchers enjoy another special privilege too. Those who cannot personally undertake the examination of the records can have research work done *in absentia* by getting copies of the requisite records on paying a moderate search and transcription fees. Both the search and transcription in such cases are undertaken by the office. In yet another way too, the Record Office renders help to Researchers. With a view to encouraging and assisting research, the office has prepared and published Press Lists (for all records from 1670 to 1800). certain records of the period from 1740 to 1765 and for all the Revenue Records from 1765-1800). Besides these some old Dutch Records as well as

the Diary of Anandarangam Pillai, the well-known Dubash of Dupleix have also been published. A full list of all the publications of the office will be supplied to any Research Scholar on enquiry.

During a happy period of 60 years, the administration of the office was conducted by the virtue, abilities and masterly guidance of Henry Dodwell, I.E.S., J. J. Cotton, I.C.S., P. Macqueen, I.C.S., and Dr. B. S. Baliga. Their unsurpassed ardour for the preservation of archives was only matched by the thoroughness, and finesse of the maintenance of office worthy of its great name.

#### **Not an Unmixed Joy.**

My association with the Record Office is aged a decade and two now. In August 1957 being fresh from the College, I stepped into research life at the Madras Record Office, with a light heart little realising the arduous nature of the work. I hardly had any idea of the weltering mass of the bulky-mostly unpublished records of centuries old which I had to wade through! The experience of the first day of Research life and the one following was not altogether pleasant to contemplate. I was overawed by the bulky volumes some of which were fastened with leather straps to facilitate lifting. The ludicrous part of it was that most records were replete with sentences written in a labyrinthian style running to paragraphs! The diction employed was so strange that it would "amaze the un-learned and make the learned smile".

#### **Maintaining the High Tradition.**

The arrival of Mr. Singarajan as the Director of Archives assuaged my despair to no small extent. Himself a Research Scholar till very recently, he could rarely forget what is due to others. He could encourage, nay, enlarge the intellectual horizon of the Research Scholar. He is doubtless a man of considerable ability and his genuine efforts to reform the Record Office in all spheres from gardening to the preservation of records will certainly form the most shining examples enshrined in the annals

of the Tamil Nadu Archives. Particularly, the facilities he has afforded the Research Scholars can never fail to elicit high praise for him from discerning eyes.

I venture to make a few suggestions which, if adopted would certainly make rapid strides under the energetic Director. Of course, no one can gainsay the fact that there has been a perceptible increase not only in the volume of research in British Indian History undertaken by Indian Scholars but also in the Publication of its results over the previous years. However, much is yet to be done. By encouraging intelligent Researchers who would come to explore the archives a cogent and well-connected account of the Madras Government during the British Raj coupled with the doings of every Governor of Madras from Agency Government of Andrew Cogan to the Governorship of Sir Archibald Nye may be brought out. No doubt eminent historians like Talboys Wheeler and Rao Sahib C. S. Srinivasachari have dealt with this subject, but a complete account of the type above recommended is yet to be given to the readers of the public. Even the celebrated three volume study of Love's "Vestiges of old Madras" ends with 1800. Quite a few Research Scholars have already successfully dealt with the History of Madras under different Governors and their theses which are bound to throw a flood of light on many pressing problems of the day could also be included in the series.

A miniature Historical Society can be constituted under the leadership of the Director of Archives with a few picked up Research Scholars of proven ability. Their valued ideas can be exchanged at periodical meets and their suggestions implemented regarding the best mode of utilising the records to the fullest extent possible or necessary.

My last suggestion is essentially concerned with the work of the researchers at the Record Office. True, now-a-days, the records are delivered to the Scholars without undue delay and the facilities afforded them are commendable. Even so, a few

ideas may be given which the Government will look into and suitably modify the rules in keeping with modern conditions.

Most of the Research Scholars, particularly those engaged in advanced research being job-holders (a good number of them are professors of Colleges in different parts of the country) they can conduct research only during vacations. So they are already faced with the problem of finishing their marathon work within an incredibly short time. This is further aggravated by the short time of 5 hours allotted to them at the Record Office which does not augur well for efficient working. Under the circumstances the researchers would consider it a great boon conferred on them if necessary arrangements are made to keep the Research hall open from 8 a.m. to 8 p.m. on all days as is done in University Library. The Record office will surely earn the blessings and gratitude of every researcher who will no longer grudge the shortness of time. This is a desideratum devoutly wished for.

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## Munro's Scheme of Education

BY

Dr. M. SARAGURUDOSS, M.A., M.Ed., Ph.D.

Sir Thomas Munro, who was the Governor of the Madras Presidency from 1820 to 1827 was the first person to take steps to place education work on the systematic basis. It was his conviction that it was the duty of the Government, even in its own interests, to train Indians for high offices and that improved education and employment should go together. He did not approve of the doctrine of exclusion of Indians from office and strongly pointed out its impolicy. In his letter to Canning he wrote: "Our present system of Government by excluding all natives from power and trust and emolument, is much more efficacious in depressing, than all our laws and school-books can do in elevating their character. We are working against our own designs and we can expect to make no progress while we work with a feeble instrument to improve and a powerful one to deteriorate." In an important Minute dated 31st December 1824 on the state of the country and the condition of the people he asked "with that grace can we talk of paternal Government if we exclude the natives from every important office?" This Minute made its abundantly clear that Munro was sincere in his conviction that it was morally as well as politically necessary for the Government to take immediate steps to educate the people of the country.

He addressed to the Board of Revenue a Minute of the 25th June 1822 which marked the first attempt to carry out in India a reliable educational Survey and "the earliest measure of the Madras Government in the Department of Public Instruction". Therein he observed: "Much has been written both in England and in this country about the ignorance of the people of India and the means of disseminating knowledge

among them, but the opinions upon the subject are the mere conjectures of individuals unsupported by any authentic documents and differing so widely from each other, as to be entitled to very little attention. Our power in this country, and the nature of its own municipal institutions have certainly rendered it practicable to collect materials from which a judgement might be formed of the state of mental cultivation of the people. We have made geographical and agricultural surveys of our provisions; we have investigated their resources; and endeavoured to ascertain their population, but little or nothing has been done to learn the state of education throughout the country. Partial enquiries have been made by individuals but these have taken place at distant periods and on a small scale and no inference can be drawn from them with regard to the country in general." He suggested therefore, in the Minute that the best information should be obtained of the actual state of education. The Collectors of several Districts were directed to furnish a list of schools in which reading and writing were taught in each District, showing the number of scholars in each school and the caste to which they belonged. The Court of Directors highly approved of the inquiry and they wrote: "We think great credit is due to Sir Thomas Munro for having originated the ideas of this inquiry".

It took more than two years to collect and collate the reports and returns of the Collectors.

Sir Thomas Munro reviewed the reports and returns received from the Collectors of the Districts in his famous Minute of the 10th March, 1826. He was convinced of the unsatisfactory nature of the indigenous education of the time. He attributed the low state of education to the absence of sufficient encouragement to educated men and to the poverty of the people. He realised full well that the chief impediment to the improvement of the quality of education was the ignorance, incompetence and indigence of the teachers. He asserted, "No progress can be made without a body of better instructed teachers than we have at present; but such a body cannot be

had without an income sufficient to afford a comfortable livelihood to each individual belonging to it." He recommended that allowance should, therefore, be secured to them by Government, sufficient to place them above want and the rest should be derived from their own industry. He believed that if the teachers were superior, both in knowledge and diligence to the common village schoolmaster, scholars would flock to them and augment their income.

He then proposed that the Government should establish in each Collectorate two principal schools one for Hindus and the other for Muhammadans and eventually one Hindu School in each Tahsildari or about 15 schools in each District. There were twenty collectorates. There would, therefore be in all 40 collectorate schools and 300 Tahsildari schools. The salary of the Collectorate teachers was to be Rs. 15- per month and that of the Tahsildari teachers nine rupees per month, Sir Thomas Munro remarked: "These allowance may appear small but the Tahsildar school master who receives nine rupees monthly from Government will get atleast as much more from his scholars and considering all circumstances his station will propably be better than that of a parish school-master in Scotland."

The Madras Government appointed a Committee of Public Instruction which was afterwards (November 1826) amalgamated with the College Board under the designation of the Board for the College and for Public Instruction. The object of the appointment of this Committee was the general improvement of the education of the people in the territories subject to Madras Presidency. The Committee were to inform themselves of the actual state of education, to consider the best means of improving it and to report to the Government from time to time the results of their enquiries and deliberations.

The first step taken by the Committee of Public Instruction was to organise a school at Madras for the training of teachers in June 1826. Accommodation for the school was provided in the building used by the College Board for the examination of

Junior Civil Servants and for other purposes. An English Headmaster was appointed on a salary of Rs. 300-0-0 per month and an arrangement was made by which the services of the Headmaster in the oriental and vernacular department under the College Board were rendered available to the Committee at a trifling cost. Next the Committee set out to procure from the Districts where they were expected to serve, forty students to be trained at the school as teachers. Each student was to be paid a monthly stipend of fifteen rupees, the amount which he was to receive as his salary on completion of the training. The Committee considered it important that the Collectorate schools should first be supplied with teachers. Arrangements were made for teaching the Hindu students, in vernacular languages of the district to which they belonged, while the Muslims were to be taught Hindustani, Persian and Arabic. Provision was also made for the instruction of all the students "in the English language and in the elements of European Literature and Sciences".

The Government also authorised the immediate establishment of a Hindu Tahsildari School in only three of the principal towns in each District for want of qualified teachers though the recommendation of Sir Thomas Munro was to establish atleast fifteen Tahsildari Schools in each district. The measures relating to these schools were to be adopted through the medium of the principal inhabitants of each town, who should be called upon to recommend the master to be nominated. The School was to be under their immediate superintendence and they were to be given to understand that on matters relating to these schools, their wishes would be consulted. The instruction in these schools was to be limited to reading and writing of the vernacular language of the town or province and to arithmetic. The pay of the master was to be nine rupees per mensem and as one of the objects was to enable the inhabitants to procure education cheaper than they had formerly done, the teachers, were, in consideration of the allowance, which they would receive from Government, to be forbidden to receive other fixed salary or any remuneration except the usual voluntary

fees and presents from the parents of the scholars and they were to be obliged to afford instruction gratuitous in every respect to such as might be considered to require this indulgence by the members of the village community who might be selected to superintend these schools. The schools were to be free to all classes from the Brahmin to Sudra but not to the Harijans. It was made quite explicit that the new system was in no way connected with any scheme of conversion. Any such notion was to be strongly discountenanced. The very object of allowing the village community to select the teachers to be appointed to Tahsildari schools was to obviate such an impression.

The training school established in June 1826 at Madras, experienced from the beginning, difficulty in getting candidates to be trained as teachers of the Collectorate schools. But the end of 1826 there were only eight candidates for training. By the end of January, 1827 the number of candidates at the training school had increased to twelve. The Board regretted that upto that period so few as twelve candidates only should have arrived at the Presidency. They thought that sufficient publicity had not been given to the measures of the Government on this subject and that in some instances sufficient attention had not been paid to the nature of the qualifications. The Board despatched to the different officers of the interior, for circulation throughout their district, translated, into the different native languages, of a summary of the system adopted. The Board hoped that when this should become generally and correctly known among the people, the required number of collectorate teachers would speedily be completed. By this time, only eight Tahsildari schools had been established, all of them in the neighbourhood of the city of Madras.

By the end of 1832, thirty eight persons had been admitted at the training school as candidates for the situation of Collectorate teachers. The Collector of Malabar reported that he was unable to procure any persons of the required description who were willing to proceed to Madras. The number of students in this class was, in consequence, below the number of 40

sanctioned by the Government. Eventually, 'the normal school became very successful and students flocked to it, not to become teachers but to gain a good English Education for themselves. They welcomed the opportunity of acquiring, as stipendiaries, a knowledge of English which had come to be regarded as indispensable for a successful career in many walks of life. Ultimately, 14 Collectorate schools and 81 Tahsildari schools were set on foot. Only in Madras town were the Tahsildari schools popular and useful. Little or nothing was done to provide trained teachers for the Tahsildari schools outside Madras. In 1832 when a census was taken it was found that each school had not more than 33 scholars. The Government reviewed the returns of the Tahsildari schools and imputed the inefficiency of these schools to the incapacity and want of zeal on the part of the teacher, want of encouragement to the pupils and want of personal supervision of the schools on the part of the local officers.

Munro had hoped that Government patronage of education would find favour among the more influential classes, who would, welcome the strating of new and efficient schools for the education of their sons. He had also hoped that the establishment of state institutions, which would serve as models for indigenous school, would improve standard of teaching throughout the province. Unfortunately, his scheme to set up a net work of good schools did not materialize and its failure was due to many contributory causes. It is true that Munro's untimely death just when his energetic leadership was needed was a severe blow to the advancement of education in Southern India. Other factors were the inconsistency of the Directors, the hesitancy of the Committee of Public Instruction, the apathy of the officials and the indifference of the people, most of them were too ignorant to appreciate the benefit which would accrue from the education of their children. It may even be said that Munro's plan, admirable though it was in general conception, contained within itself the seed of its own dissolution. In the first place, he failed to realize the magnitude of the task of setting up an organized system of

public instruction, with the result that the financial provision which he proposed for the payment of teacher, expert supervision and the printing of text books was totally inadequate. Secondly the emphasis, rather the over emphasis, which he laid on the principle of 'non-interference' served to deter officials from taking those active measures which were necessary to ensure success. According to Alexander Arbuthnot 'the measure was essentially faulty in its design and its failure was inevitable'.

As the Directors had forewarned, the schools suffered owing to, lack of efficient supervision. The Government's resolution calling upon the Collectors to exercise a more effectual supervision over the schools in their several Collectorate was ineffectual as the Collectors found it impossible to attend to schools in the midst of other and more pressing avocations of their office. The benefit derived from the schools was scarcely commensurate with the expense incurred. Munro's scheme allowed too much scope to private persons to exert influence in places where educated public opinion was almost non existent. Just as the selection of the Tahsildari school master was left to the people themselves, the selection of Collectorate teachers was left to the Collectors, the object of the Board being to secure for the schools men with local influence who were able to secure the confidence of the native public. The consequence was that men were selected for the post, who had no qualification. The men selected were inferior in every respect and the board reported in 1832 that none of the candidates that had entered the Central Institution (Normal School) since 1828 possessed the requisite qualification. Most of them on entering the normal school were ignorant of even the character of their own native tongue and the greater number of them had arrived at too advanced an age. The class of Collectorate students, therefore, proved a signal failure. "Either the teacher is not duly qualified for the office or he is careless in the discharge of the duty belonging to it".

The Committee for Public Instruction, with the best intentions, had decided that these schools should be open to "Brahmins and Sudras alike". This decision could hardly have been acceptable to the leading citizens of up-country towns and it was on their sympathy and co-operation that the success of Munro's scheme ultimately depended.

Another important cause for the failure of Munro's scheme was that the Directors reversed the policy that they had approved. In their despatch of 29th september, 1830 they complained that too much had been done for elementary education in Madras and too little for the education of more advanced type and called upon the Madras Government to reverse its policy. They advocated the promotion of higher education of the higher classes.

Munro's scheme of education unfortunately failed. But however the proposals and activities of Sir Thomas Munro laid emphasis on three points, in the absence of which no satisfactory form of educational policy can be initiated. In the first place, there must be facilities for training teachers; and in the second place there must be a body of trained teachers who have an income sufficient to afford a comfortable livelihood to each individual belonging to it. In the third place, education must be generally diffused and must not be the monopoly of any particular class.

## The Dravidian Movement and Political Development in Tamil Nadu

BY

MARGUERITE ROSS BARNETT

The 1967 elections heralded a new era in Indian politics. Electoral alliances which consolidated much of the non-Congress vote were able to take power in many states or at least to present a strong challenge to Congress candidates. Once in power, however, many of these alliances proved unstable vehicles for ruling, hence the period of floor crossing and state level cabinet instability which followed in the wake of the 1967 elections.

In Tamil Nadu an electoral coalition of the Dravida Munnetra Kazhagam, Swatantra, Left Communist Party, Praja Socialist Party and Samyukta Socialist Party emerged to contest against Congress. Both the Tamil Arasu Kazhagam and the we Tamils parties adopted the D. M. K. symbol during the elections. The Muslim League was a party to the D. M. K.-led united front but was given the status and symbol of independents. However, the D. M. K. alone captured a majority of seats in Madras Legislative Assembly. 138 to 49 for Congress.

Interpretations of the D. M. K. victory differed greatly. Most analysts, argued that the D. M. K. victory was not related to an ideological preference but could be explained by more mundane causes such as the deteriorating food situation prior to the election. However, designation of the immediate causes of the D. M. K. success should not obfuscate the more fundamental features of Tamil Nadu political development which led to bipolarization of electoral support and the development of incipient two-party politics as manifested by the D.M.K. electoral victory. These underlying features provide a frame work

for placing the 1967 D. M. K. electoral victory in a broader political developmental perspective. It is in relation to these basic developmental processes that we shall examine the role of the Dravidian movement.

The 1967 victory of the D. M. K. is the culmination of a process of bipolarization which is most usefully analyzed diachronically. Although the D. M. K. did not contest the elections of 1952, that election is a useful starting point for understanding one of the crucial transformations in Tamil Nadu electoral politics, the decline of support for independent candidates. In 1952, out of 375 seats for the composite Madras State, Congress secured 152 and independent candidates 161. Since 1952 there has been a steady decline in support (votes cast for) independent candidates. In 1957 out of 205 seats independent candidates won 35, in 1962 out of 206 seats independents won 9 and in 1967 out of 234 seats independents won 7. This decline in support for independent candidates indicates the increasing ability of established political parties to mobilize and attract voter support.

The decline in independent candidate support has been accompanied by a change in the nature of electoral contests. The general pattern has been toward a decline in the number of candidates contesting each set. This was a key aspect of the strategy of D.M.K. led united front in 1967. Yet the trend toward 3-cornered contests is evident prior to 1967. In 1952 21.07% of all contests were 3 cornered, 31.22% in 1957, 33.98% in 1962 and 44.87% in 1967. In the same period multi-cornered contests decreased from 68.00% of all contests in 1952 to 34.19% of all contests in 1967. Straight contests still represent a small minority of all contests. 10.13% of all contests were straight contests in 1952 and 21.07% in 1967.2. Also, the average number of nomination papers per seat dropped from 6.7 in 1952 to 5.3 in 1967. So along with the decline in independent victories has been a decline in both the number of independent candidatures as well as the number of candidatures of institutionalized parties.

During the same period, 1952 to 1967, electoral participation has increased. In 1967 the number of voters were 76.59% of the eligible electorate (the highest for any state in India during the fourth general elections), in 1952 58.75%, in 1957 49.33% and in 1962 70.60%. The qualitative increase in percent of those exercising the franchise accompanied a long term qualitative change in the social characteristics of the electorate and of participants in all aspects of politics. 20th century Tamil Nadu politics has been characterized by a broadening of political consciousness throughout the economic and caste spectrum. Political mobilization of the economically and socially backward classes during the 1940s transformed the nature of politics in Tamil Nadu. New claims were made by representatives of these classes and parties such as the Tamil Nadu Toilers, Commonweal Party and Forward Bloc emerged to exclusively represent the demands of various segments of the backward classes.

A third important change in Tamil Nadu politics was one of political style. During the early part of the 20th century, political participation and consciousness was largely confined to a small segment of the educated and wealthy elite. Political demands were made through representation to the British government by petition. Attempts to influence public opinion were made through newspapers, pamphlets, etc. many of which were in English and geared to an educated audience. Contemporary political competition in Tamil Nadu differs substantially from this early elitist, petitional model. An Agitational political style replaced by petitional politics. While removal of restrictions on the exercise of the franchise meant a mass orientation. English was replaced by Tamil as the language of political discourse and the mechanics of political communication and mobilization of support geared towards the new mass electorate.

Underlying the changing structure of electoral politics in Tamil Nadu was the existence of a viable and popular

ideological alternative to Congress in the form of the Dravidian movement. The Dravida Munnetra Kazhagam is the most important contemporary organisation of the Dravidian movement which originated during the early 1900s. The Justice Party, Self-Respect movement and Dravida Kazhagam can all be characterized and part of the Dravidian movement.

The Dravidian movement originated from the social conflict at the turn of the 20th century termed the "Brahmin-non-Brahmin" conflict. This conflict may best be understood as a conflict between elites. On the one hand a Brahmin urban, educated elite which dominated politics, administrative posts and educational institutions; on the other hand on slite segment of non-Brahmins, wealthy, more rural oriented, including many landowners. Their claim was that they represented all non-Brahmins and that they stood for uplift of the 'backward' non-Brahmin classes. Many elements in the development of the Dravidian ideology can be traced to the dimensions and definitions of this conflict. The earliest ideological claim was that non-Brahmins suffered cultural, social and political discrimination at the hands of the Brahmins. Politically, demands were made for increased non-Brahmin representation in all aspects of life particularly in decision-making roles in the British administration and in political parties.

More relevant to analysis of the continuing impact of this movement was their social reform ideology. Attacks on *varnashrama dharma* and emphasis on the Dravidian cultural tradition and its distinctiveness from Aryan cultural tradition led ideologically to emphasis on Tamil language and politically to the demands for a separate Dravida Nadu ("Dravida Nadu is for the Dravidians" was a key slogan). The result of this

Dravidian cultural emphasis led to the development of a Dravidian political identity. The anti-Hindi issue provide a focal point for articulation of the particular claims of Tamil Nadu and Tamilians, thus defining the pragmatic political relevance of the Dravidian political identity. Furthermore, it was the alternative provided by this movement, particularly by the stand on the language issue, which must be seen as a factor in increasing political participation and consolidating non-Congress sentiment. Conclusion :

The 1967 election victory for the D.M.K., then, is a manifestation of the significant historical role played by the Dravidian movement in Tamil Nadu political development. Both the structure of political mobilization and qualitative and quantitative transformations in political participation as they have impacted electoral processes must be elucidated through analysis of the impact of this movement. It is this kind of analysis which shade some light on the unique features of Tamil Nadu politics as well as on them underlying bases for the 1967 election outcome.

## Some Suggestions Towards a History of Public Health in Madras

BY

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The nature of the sources available do invariably set the limitations on the frontiers of historical research. Along with it, factors like tradition, habits, and distance tend to restrict the field of historical investigation. History, consequently has been confined more or less to the political and economic dimension. Medical history cannot but challenge us to a newer definition and appreciation of what history expects of us. The need, is to be aware of this situation that challenges the historian to do something, to open new frontiers. Indian historiography would be richer for that.

New history in most cases is the discovery of new sources which have been long stacked in some places, even for a hundred years. It is not until a capable student of history first thought of using them in the preparation of his studies in Indian history, does a breakthrough occur. There can be no room for mental barriers in his search for the meaning of history and its communication. In the beginning it must be admitted that the Archives habit is not one that the historian can claim to be natural or inborn, it has to be stimulated and cultivated. To put across to the reader what is contained in the files and papers in a carefully documented format is the least that is required of a trained historian. Such a contribution may not only be absorbing to the layman but also valuable to the historian. The reluctant Indian historian has not been accustomed to pursue his researches into the history of science medicine which is in a sense justified as he lacks the training to use technical knowledge in the writing of history. Yet to any

discerning historian, there is considerable material in technical sources which is intelligible.

There is no bibliographical guide to Indian social history nor is there such a guide to the history of medicine in India. Today, it is unnecessary to emphasize the value of studies in Indian medical history. Still there remains the need for a greater recognition of its possibilities. Twenty-five years ago, Dr. Sigerist, the American consultant on the Health Survey and Development committee established under Sir Joseph Bhore advocated "The Need for an Institute of the History of Medicine in India". Some kind of response has been made institutionally though the historian has yet to explore this new vineyard. All history is local in its beginnings, and it must begin at home. The Madras State was one of the most highly developed centres of a new emerging India. It is in its historical context that a fascinating story unfolds. Primarily these few pages cannot claim to fill the needs of a bibliography. However, the curious reader may find some materials that may shape themselves into a road-map of the medical history of Madras.

No one book is adequate to reconstruct the medical history of Tamil Nadu. And books by themselves can never be the only sources. As Sigerist observed, "The antiquities, sculptures, paintings, buildings, instruments, and other objects of archaeological research may be able to shed light on health and medical conditions and must therefore be consulted." Likewise is the study of the habits of a people in religion and education whose hygienic implications and consequences need to be more carefully examined: Academic concerns apart, it is necessary to know how problems and questions of public health were tackled in the past. Such historical reconstruction is imperative because of its bearing on the living present and its promise for the future. In 1947, a new book was published entitled "The Beginnings of Modern Medicine in Madras" by Dr. D. V. S. Reddy. For the physician turned historian he found in the origin and early stages of the Madras Hospitals an interesting prelude to the rise of modern medicine in India. Madras with its well-

known rich libraries was not immediately and always accessible to him, as he was working at the Andhra Medical College in Vizagapatam. To fill in information data and to check and verify facts it became necessary to have "long and detailed correspondence with Madras Record Office, India Office, Record Office, London and British Museum." His visits to the Madras Record Office supplied clarification on many points and the "necessary to pographical background and bibliographical gaps." The Official Records of Fort St. George are referred to in his selected bibliography. These constitute the most important manuscript sources that are available for consultation at the Tamil Nadu Archives. These papers include the Diary and Consultation Books, Factory Records, Letters from and to Fort St. George, Military and Public Consultations, and Public Despatches from England. Contained within these records of the Public Department at the Tamil Nadu Archives are the early glimpses of institutional development and attempts on policy formulation and execution on questions of public health. During those early years institutionally the response was far from adequate and policy as such was far from definite, yet the response was a continuing one to continuing challenges.

It is a truism that the history of certain regions have been conditioned by the diseases obtaining therein and Madras has been no exception. The records speak of the initiative of Government motivated by administrative reasons to study what diseases afflicted people in the various regions and periods and what had been attempted to restore and maintain their health and the rational behind much responses. Evidence of such a governmental role are found in the Reports on the investigation into Contagious Diseases, Kala Azar, Diabetis, Ankylostomiasis, Malaria, Tuberculosis, Cholera, and Rabies. These Government Reports enabled the recognition of diseases as problems with social significance. Confronted by the classic epidemic disease of the Nineteenth century - Cholera, the government took adequate steps to prevent atleast further spread of it. To the other endemic diseases like Malaria, Plague, and Small - pox; the Government was no indifferent spectator but a determined agency that was

prepared to meet the consequences and if possible prevent them by practical measures. The Annual Reports of the Chemical Examiner and the Sanitary and Vaccination Notes together with the various Reports on Sanitary arrangements at the various festivals demonstrated its involvement in the everyday life of the people. An important objective of Government policy was to make the rural areas conscious of the need for public health. Besides the spectacular epidemics and famines that commanded the attention of Government endemic diseases were sought to be controlled and regulated. Justification was not lacking, for some of these endemic diseases proved to be more fatal in the long run and consequently were socially significant if not sensational. These were the beginnings of the evolution of the concept of public health as it had been applied in Madras. The first Boards of Health were formed in the background of continuing diseases in urban areas. Particularly the need for such institutions in Port towns was great because of the great flow of traffic in men and merchandise. Apart from the pre-occupation of these Boards with problems peculiar to Ports it did consider suggestions towards the improvement of public health. Improvement schemes of the Cooum River were also taken up for discussion but costs postponed their implementation. The Reports of the Sanitary Commissioner with the State and the Government of India, the Memorandums of the Army Sanitary Commission seasoned occasionally by a Minute of the Governor demonstrated the search for solutions using resources of a local society to end the needless sapping of the vitality of a people. Most of these documents were written in the narrative style, and hospital physicians and other employees reported on the technical aspect backed by vital statistics. Pragmatic suggestions and specific recommendations were spelt out in occasional departmental publications, such as "A Manual for the Guidance of Food Inspectors". The finding of research on the problems that were referred to it, its naturally history and the practical measures that were to be undertaken in the given situation. None of these reports were supplied gratis, though some of them were placed on the Editor's table. Even treatment

of snake bite was taken up for investigation. There was no area of public affairs that was left out in these search for better conditions of life. To preach this gospel of public health more literature was demanded. "A Sanitary Handbook for India" written by C. J. McNally was indicative of the response to inculcate the principles of sanitation and as far as it was possible to give reasons for all measures recommended. The book appears to have satisfied a good many generations of students. The incorporation of the latest knowledge and experience rendered it acceptable as a reliable guide. The small print of the title page confidently stated that it was "for the use of District and Municipal Sanitary Officers, Members of Municipal Councils and Local Boards, Medical Students and Sanitary Inspectors."

The whole programme of Public Health, Sanitary Science and practice depended upon the registration of Vital Statistics. Government records represented the major source of this very important raw material. To chronicles of public health, it enabled him to study and focus attention on the development patterns of disease, birth, and mortality in Madras, though accurate and reasonably complete recording of such basis data had yet to be secured. The initiative and acceptance of responsibility by Government for the recording of vital data was of great significance. Among the many objectives was the aim to ascertain whether or not there was any association between the various diseases that had been admitted and declared in the record and the birth and death rates. Almost all Government Reports and documents were heavily padded with statistical tables. Whether there was any significant relation of prognostic value that had been derived or detected from the statistical constants derived from the data, was a question that remained medically. Granting administrative unfamiliarity with figures and mathematical defiancy in interpreting vital statistics, the residual impression that was communicated to the observer and policy-maker was a clearer picture of disease trends. And it was on this basis that sanitary programmes and reform were drawn up if not ultimately implemented. To any one studying the

public health movement perse, the official documents and Government publications are the first natural sources. The files of the Medical Department in the Local and Municipal Administration from 1918 are essential to one's reconstruction of the recent trends in public health.

Supplementing this great output of raw material by government are the writings of those who participated in the creation of public health consciousness. Pioneers like Dr. A. Lakshmana swami Mudaliar, in their writings highlighted the National problem of Maternity and Child Welfare. The investigations were continued into the 1930's throwing light on the causes of maternal and infant mortality. Such crusading research was not without benefits because it made Government were of the immediacy and urgency of these problems. The pages of the Madras Medical College Magazine also document the trends of medical education and research and the contribution made by the growing medical profession in our part of the country. By any standard it represents a significant phase of the social and cultural revolution that India went through in the last century.

However tempting it may be to exaggerate the appeal of medical history, one cannot be indifferent to the invitation to open up new realms in history. Oliver Wendell Holmes once said: "The state of medicine is an index of civilization of an age and country, and one of the best perhaps by which it can be judged". No one this day has attempted to write a general history of public health in India, but a small beginning in reference to Madras can be a starting point. Such a chronicle of the development of public health in Madras is within the scope of general historiography, and to the catholic historian its relevance and pertinence can never be overstated.

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