

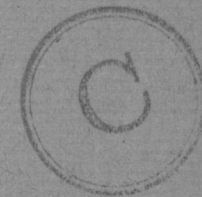
Educational (190 |) Department.

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-20-

ORIGINAL

[Despatch Abstract.]

Periodical reports & returns

Contd. to the D. R. 2 and the S. G. M.
with remarks, progo. Public Departt. on
the resolution of the Govt. of India regard-
ing the curtailment and reduction of —

BACK PAPERS.

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

FURTHER PAPERS.

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

Government {1901} of Madras. EDUCATIONAL.

Recd.

Regd.

} 1901.

Enclosures

Spare copies

ORIGINAL

G.O., No. 355, 26th June, 1901.

JUNE.

Periodical Reports and Returns.

Communicating to the Director of Public Instruction and the Superintendent, Government Museum, with remarks, proceedings, Police department, on the resolution of the Government of India regarding the curtailment and reduction of —.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

Read—the following paper:—

G.O., No. 558, Public, dated 3rd June 1901.

Read—again the following paper:—

G.O., No. 519, Public, dated 22nd May 1901.

ABSTRACT.—Recording resolution of the Government of India enunciating certain general principles which should be followed in the preparation of periodical reports and returns and in the drawing up of reviews of such reports, and stating that separate orders on the subject of fixing a date for the submission of reports will be passed in each department of the Secretariat.

Read—also the following paper:—

From J. P. HEWETT, Esq., C.S.I., C.I.E., Secretary to the Government of India, Home Department (Public), to the Chief Secretary to the Government of Madras, dated Calcutta, 26th March 1901, 2739.

The Government of India stated in paragraph 17 of the Home Department Resolution No. 987—1013, dated the 25th February 1901, that Local Governments and Administrations would shortly be addressed in respect of the extent to which the reports submitted by Local Governments to the Government of India might be curtailed. I am now directed to communicate to the Government of Madras the following remarks regarding reports which are submitted to the Government of India in the Home Department.

2. The most important question that has to be considered is the maximum limit which should be prescribed for each report. Each individual report submitted to the Home Department has been examined under the orders of the Government of India. It is not possible for the Government of India to give to each report the full and detailed examination to which it should be subjected by the officer responsible for its preparation, in communication with the special officer to be appointed by the Local Government, in accordance with paragraph 17 of the Resolution of the 25th February 1901. The suggestions, therefore, which are made in the subsequent paragraphs of this letter as to the maximum limit which should be fixed for each report are only provisional. It will be for the Local Government, after considering the opinions of the special officer and the officer responsible for writing the report, to itself determine the limit for each report referred to. The most urgent reform required for the reduction of the size of the reports appears to the Government of India to be the removal of the numerous statistical returns which find a place in the text of almost every departmental report. It would appear that it has been the practice to include new tables without full consideration and that, whenever a new table is suggested for the report of a particular year, it becomes a permanent addition to the reports of future years. The suggestions made by the Government of India as to particular statistical and tabular statements hitherto contained in the body of the reports are not intended to be absolute in each case. Their object is to indicate what statements appear to them to be *prima facie* unnecessary in the narrative; it will be for the Local Government to determine whether all of them should be removed, and if not, which of them it is necessary to retain. But, in considering this question, the Local Government will not, the Government of India trust, lose sight of their desire that reports should, to the utmost limit possible, be restricted to narrative, and that such statistical returns as may be considered necessary should, as far as possible, be given separately. Some of the statements, which might, it appears to the Government of India, be removed from the body of the report have been either suggested or prescribed by the Government of India themselves. A statement has, the Government of India think, frequently been introduced in this manner when the information sought for could be given perfectly well in narrative form. The question of the removal of statements which have been suggested or prescribed by the Government of India can be considered

on the merits in each case, and apart from previous orders on the subject. All that is necessary is that, where the Government of India have asked for particular information in a report, which can be given in narrative form instead of by means of a statement, care should be taken to see that the narrative of the report does contain the requisite information.

3. This leads to the consideration of the question of the statistical returns to be appended to the reports. Speaking generally, the Government of India do not desire that in cases in which they have themselves prescribed certain statistics the copies of the reports submitted to them should contain as appendices any other statistical tables. They are of opinion that, if the Local Government considers any further statistical tables to be necessary, these should either be bound up in the copies of the report circulated within the Province, or should be embodied in a separate Provincial volume of statistics similar to that which is compiled for the Home Department of the Government of India under the supervision of the Director-General of Statistics to show the Judicial and Administrative statistics for British India. In a number of cases the latter of these alternatives would, the Government of India are inclined to think, be preferable. The Government of India consider that it will be an advantage to give at the end of each report an index of the statements which are appended to it. This is already done by some, not by all Local Governments. Having communicated these preliminary remarks I am directed to proceed to make the following observations regarding individual reports.

4. In the Resolution of the Home Department of 25th February 1864, the Government of India prescribed certain heads and forms for the report on Education which was required in order to satisfy the request of the Secretary of State for a comprehensive report regarding the operation of the orders contained in the despatch from the Court of Directors of 19th July 1854. The forms were revised nearly twenty years later when general tables (seven in number) to exhibit the statistical returns of the Educational Department were prescribed by the Resolution in the Home Department, No. 9—338-58, dated 29th October 1883, on the advice of a Sub-Committee of the Education Commission. Local Governments were given discretion to add such Provincial supplementary or explanatory tables as might be necessary for local purposes. Subsequently in Home Department letter No. 325—334 (Education) of 18th July 1889, directions were given that the Tables III, IV and V should be repeated so as to show separately the statistics of all schools for Europeans and Eurasians. Again by the Home Department Resolution No. 12—375-385, dated 16th October 1895, the Government of India prescribed an eighth table to exhibit information regarding hostels and boarding houses, a separate return being given of boarding establishments for females wherever such exist. Additional statistical tables have been added at the end of the reports in some provinces, and not in others. Thus the Madras Government have added ten statements, the Bombay Government eleven, and the Assam Government fifteen, while none have been added by the Government of the North-Western Provinces and Oudh. The letter-press of each report also is freely interspersed with tabulated matter. To a very few of these tables, such as the general summary of statistics given at the beginning of almost every report and the table to show scholars according to the classes of the community, as given in paragraph 8 of the report for Madras, there is no objection, but the great majority of the tables either contain information which is not required in the annual report, or which can be shown much more effectively in narrative form, while many are merely excerpts from the statistical tables appended to the report—a process which should be discouraged.

The plan sketched out for the report in the Resolution of 25th February 1864 has been more or less strictly followed in the subsequent reports. It is essential that to preserve statistical continuity, and to permit of comparisons with past years, the statistical appendices should remain substantially as they are at present. In the Home Department letter No. 434 (Education) of 19th December 1900, the Government of India expressed their opinion that the quinquennial reports should be drawn up on the general lines of the two last reviews by Mr. Nash and Mr. Cotton. The Governor-General in Council thinks that, for the purposes of the Government of India and of the officer appointed to review the quinquennial reports, it is essential that the general arrangement of the annual report should remain much the same as it has been in the past. There is, however, in His Excellency in Council's opinion, considerable room for improvement in the form of these reports. At present they contain much

matter—a great deal of it in statistical and tabular forms—which is of purely local interest and not of importance to readers who are not residents in the province. The inclusion of this local matter is apt to obscure from the view of those who have not local interests the facts of greater importance which have occurred in the course of the period under report. Speaking generally, what the Government of India would aim at, would be a short report on education in each province founded on the general principle of the reports of the Committee of the Council on Education in England and Wales, from the descriptive portion of which tables are almost completely excluded. To the report framed on these lines would be attached the general tables on education referred to above. On the other hand, in order to ensure the continuity of such of the statistical information at present given in the narrative of the various provincial reports on education as is of value for special or local purposes, it would probably still be necessary for each province to publish a yearly volume of statistics relating to education which might be bound up with the tables on other branches of the administration which have hitherto been included in the annual reports and will in future be excluded from those copies submitted to the Government of India. The report based on these lines should, the Government of India think, contain a general but condensed summary, in narrative form, of the educational work done in each province throughout the year indicating the salient features in each division of educational work, and the tendencies shown in various directions of educational development. This summary should discuss the causes of progress or want of progress; the relative cost and efficiency of education from year to year; the proportion in which the cost is borne by Government revenues, public funds, fees of pupils and private sources; the extent to which the teaching of English and teaching through English is spreading and to which indigenous and oriental forms of education are being supplemented or superseded by western forms; the question how far education is reaching each separate class and race of people, and what steps are being taken to cause education to spread among all classes and what success is attending such efforts; and the effect of the Government efforts to bring primary and secondary education under systematic inspection and to improve its tone and of the efforts made to improve the general teaching in schools, the status of the teachers, and the discipline and the moral training. Every change in the system of education introduced in the year should be fully described, the reasons for the change being clearly set forth on its introduction, and its effect year by year being noted in subsequent years.

The Government of India take this opportunity of expressing their opinion that the following subjects deserve more close attention in many of the Provincial reports than has hitherto been given to them :—

- (1) Training schools for teachers and the replacement of untrained by trained teachers in Indian Educational Institutions generally.
- (2) The widening of the schemes for education so as to make the education given more suitable for all the varied forms of modern industrial life.
- (3) The development of various forms of technical or other schools dealing with what may be called practical education, and the tendency of students to take to such training.
- (4) Discipline and moral training; attendance.
- (5) The provision of hostels for pupils compelled to live away from their homes.
- (6) The preparation and supply of suitable text-books.
- (7) The special means by which female education can be fostered, raised and developed.
- (8) The possibility of having what may be called "Continuation Schools" for the children of those classes who leave school early.
- (9) The provision by local effort of proper school accommodation.
- (10) The provision by local effort of forms of education intended to foster and develop local industries.

The general summary should also contain a general descriptive analysis of the important features of the statistics which are included in the general tables on education required by the Government of India. In other words, the general summary should contain a more comprehensive and fuller description of the progress of education in each province than has hitherto been given, and it should be of such a character that the ordinary reader would, by reading it, obtain a bird's eye but complete view of educational progress for the year in the province dealt with. In

addition to the general summary the reports submitted to the Government of India should contain a short discussion in narrative form of the work done in the various detailed sections of education as at present given in the different sections of the provincial reports. In the opinion of the Government of India it is very desirable that the question of the proportion of the school-going population, male and female, attending different classes of schools, but particularly primary schools, should be fully discussed in each year's report in order that, if possible, an accurate idea may be gained of the extent to which education has advanced or receded during the year of report. The figures for the census of 1901 will shortly be available, and the rate of annual increase of the population can be fairly estimated from a comparison of the results of the four censuses held in the last 30 years. The ratio of the population attending school to the school-going population should be calculated on the figure 15 per cent. which has been accepted for this purpose. It cannot, of course, be contended that this figure is completely accurate, but it has been accepted as the basis of comparison, and it can be confirmed or modified, if necessary, by comparison of the figures of the census of 1901.

In Madras in the report for 1899-1900 there were 106 pages of letter-press, of which nearly 38 pages consisted of statistical matter. In addition to the general tables prescribed by the Government of India, there are 10 appendices covering 48 pages, of which one (Appendix H) covering 12 pages is a return of scientific and literary societies. These appendices should, in future, be omitted from the report submitted to the Government of India. The letter-press is capable of being considerably compressed. The information given in statistical form in the margin of paragraph 5 and in paragraph 6, in the portion of paragraph 7 on page 8, in the portion of paragraph 8 on page 10, in paragraphs 10, 11, 12, 13 and in paragraph 14 (on the margin of page 13) on page 14, in the margin of paragraph 15 on page 15, in paragraph 18 (on the margin of pages 17 and 18), in paragraph 19, in the first table of paragraph 20 and the portion of paragraph 20 on page 21, and in paragraphs 21, 22, 23, 24, 25 and 26 can be shown more briefly and clearly in narrative than in statistical form, and this should be done in future. The tables in paragraphs 4, 5 and 7, the second table in paragraph 8, the tables in paragraphs 14, 15 and 18, and the second table in paragraph 20 are out of place in the body of the report. The above remarks relate to Chapter I. The tables in the other chapters of the report can be eliminated in the same way. In the opinion of the Government of India a concise narrative of not more than 40 pages should suffice for an adequate account of the information required of the progress of education in the Madras Presidency for a year. More space will, of course, be required in the quinquennial reports. The above remarks deal in greater detail with the report on education than will be possible in regard to the reports to be subsequently mentioned, but some of the observations made above apply equally to other reports, and should be considered in connection with them also.

5. The Reformatory School at Chingleput was under the Education Department before the issue of the orders contained in the Home Department Resolution of the 2nd September 1899, transferring generally the charge of these schools from the Jail Department to the Education Department. Two forms have been prescribed for the report by the Government of India by their order, dated 14th October 1899, and by Home Department Resolution No. 374-379 of 2nd September 1899, Local Governments and Administrations were requested to append to the report a statement showing what has become of the boys released during the preceding three years and who amongst them are following trades learnt at school.

The report for 1899 consists of 14 pages, of which about $4\frac{1}{2}$ are occupied by statistics. The appendices consist of a report from the Assistant Inspector of Schools; a statement showing the results of the examination; an Inspection report by the Professor of Engineering at the College of Engineering; a statement showing the quantity of each class of textile fabrics manufactured and sold during the year; a report on the examination in tailoring; a statement containing extracts from the Reformatory School Visitors' Book, and a statement showing the provincial results from each of the trades carried on at the school. It appears to the Government of India that the substance of these appendices can be given in narrative form in the body of the report, and that a narrative of not more than 8 pages should suffice for the report.

Report on
Reformatory
Schools.

Report on the
working of
the Indian
Factories
Act.

6. The Government of India prescribed two forms for the reports on the working of the Indian Factories Act in the Home Department letter No. $\frac{11}{861-867}$ dated 30th June 1892. Form I is a District statement to accompany the reports submitted by District Officers and other Inspectors. Form II is a Provincial statement, which is not intended to give particulars of individual factories, but to show the district totals of each district in the province, and the provincial totals in respect of the matters specified therein. Form I with a nominal list of each factory is printed unnecessarily by several Local Governments. Under the orders contained in Home Department letter No. $\frac{14 \text{ Judicial}}{1609-1618}$ dated 22nd December 1896, Form II was revised, and again under the orders in Home Department letter No. 253-67, dated 7th March 1898.

The Madras Government furnish in the report for 1899, in addition to the review and provincial statements in the forms prescribed by the Government of India, printed copies of the district reports covering about 19 pages. Return No. I giving statistics district by district covers 58 pages. All the tabular statements and the district reports should be eliminated. The only tables required are those given in Madras G.O., No. 1331, dated 17th September 1900. The relevant portion of any of the district reports should be incorporated in the Government Resolution.

Municipal
Report.

7. Four general statements have been prescribed by the Government of India to exhibit the statistical returns relating to the working of municipalities. They are supplemented in most provinces by additional statistical tables. The first orders regarding these statistics are contained in the Home Department letter No. $\frac{2}{79-88}$ dated the 19th July 1872, when three forms were prescribed and Local Governments and Administrations were informed that any other tabular forms or statements likely to illustrate usefully the subjects treated of in the reports should also be submitted. Form III was modified by Resolution No. $\frac{2}{50-59}$ dated 16th June 1873. In August 1876 (Circular No. $\frac{2}{82-88}$ dated 8th August 1876) Forms I and II were replaced by new forms in accordance with the Secretary of State's suggestions in his Despatch of 11th May 1876. There was a subsequent revision in 1882 (Resolution No. $\frac{2}{103-114-A}$ dated 27th July 1882), and again in 1890 (Resolution No. $\frac{1-M}{53-64}$ dated 31st May 1890) when three revised forms were submitted for Forms Nos. I and II. In 1891 again (Resolution No. $\frac{1-M}{68-79}$ dated 23rd July 1891) a further revision of the forms was effected. The reports are prepared in the local Secretariats except in Bombay and the Central Provinces where the Commissioner's reports are published with or without a review by the Local Government or Administration. The reports of the Calcutta, Bombay, Madras and Rangoon Municipalities are made separately. The letter-press of most of the reports is freely interspersed with tabular matter. The great majority of the tables either contain information which is not required in the annual report, or which can be shown much more effectively in narrative form.

It appears to be the practice in Madras to review the Administration Report of each district municipality in a separate Proceedings of the Local Government, and then to review them collectively in another Proceedings which is submitted to the Government of India. The separate review for each municipality is not found to be necessary in other provinces. The Government of India will be obliged if the Madras Government will consider whether the separate review cannot be dispensed with. The collective review of the reports for 1898-99 consists of a narrative of about 20 pages, the statements prescribed by the Government of India and 23 provincial appendices. In the narrative there are a few tabular statements which are out of place, and the information they contain should, if it is really useful, either be given in narrative form or, if any of the statements are required for provincial purposes, they should be added to the appendices at the end of the report in the copies circulated to local officers or printed in a separate volume of provincial statistics. Examples of such statements are to be found in paragraphs 3, 5, 7, 10, 14, 18, 29, 31, 36, 38, 39, 40, 48, 51, 52 and 54. The Government of India are inclined to think that a concise narrative of about 20 pages should suffice for an adequate account of the working of municipalities

in Madras. In future the appendices will, as indicated above, be omitted from the copies of the report submitted to the Government of India. It is probable that on examination some of those now submitted will be found not to be required. Thus Appendices I and II are probably not required. Appendices III, IV, IV-A, V and VI are rather elaborate, and what really useful information they contain might be extracted and given in one or more simple forms. Appendices VII and VIII seem scarcely to be required, and Appendix X is out of place in an annual report. The four appendices of educational statistics might be revised and abbreviated, as also the six appendices dealing with medical, sanitation, and cognate subjects. There is probably some over-lapping with departmental reports. Appendix XXI is of doubtful utility, while Appendices XXII and XXII-A might be amalgamated and reduced in size.

8. Under section 91 of the City of Madras Municipal Act, the President is required, as soon after the first day of January in each year as may be, to prepare a detailed report of his administration during the previous year, with a statement showing the receipts and disbursements on account of the Municipal Fund. The report and statement have to be submitted to the Commissioners, and with any resolutions that they may record thereon the report has then to be submitted not later than the 31st August to the Local Government. The latest report received for the Madras City Municipality is for 1899-1900. Excluding the Local Government's review of 9 pages, which appears at the end of the report, there are 80 pages of letter-press, preceded by 5 charts, and there is another chart within the letter-press relating to the water-supply. About 23 pages of the letter-press consist of statistical matter. There are 5 appendices to the report and these appendices include separate statements and reports. The total number of pages covered by all the appendices together is 140. A detailed description of each appendix is given below:—

Appendix I has 26 different statistical statements which take up 68 pages. Statement II covers 9 pages alone. Statement VB also covers 9 pages.

Appendix II covers 20 pages and is made up of—

- (a) a list showing the Commissioners, etc.,
- (b) a list showing attendance at meetings,
- (c) a statement showing particulars of elections during the year, and
- (d) 25 tables mostly statistical—some small, some full page.

Interleaved between pages 168 and 169 there are 14 charts, the utility of which is not apparent.

Appendix III relates to education only and covers 5 pages. It is entirely statistical.

Appendix IV contains five separate reports and the vaccination tables. Four of the reports relate to medical institutions, and the fifth is a report of the Convent of St. Thomas. The appendix consists of 13 pages, of which $7\frac{1}{2}$ are tables.

Appendix V deals with Vital Statistics and is made up of 19 different tables. It covers 31 pages.

The Government of India desire that the attention of the Municipal Commissioners of Madras may be drawn by the Local Government to the Resolution dealing with the curtailment of Government reports, and that they be invited in future to prepare their report in accordance with the principles laid down therein. The narrative portion should be free from tabular matter, and should be restricted to such subjects and to such a number of pages as the President, in consultation with the Local Government, may determine to be requisite. In the opinion of the Government of India, the report could, by re-arrangement and by the elimination of unnecessary statistics, be advantageously reduced to at least half its present length without detracting from its value. The appendices should also be revised, and only those retained which are really requisite for a clear and full understanding of the working of the Municipality during the year.

9. General tables (four in number) to exhibit the statistical returns of District and Local Boards were prescribed by the Resolution in the Home Department, No. $\frac{1-R}{1-12}$, dated the 4th January 1890, after Local Governments and Administrations had been consulted as to the suitability of the first three of them. Local

Administra-
tion Report
of the Madras
Municipality.

Report on
District and
Local Boards.

Governments were informed that these were the only statistical tables required for the purposes of the Government of India, but discretion was given to them to add such additional or more detailed information as might be needed for local purposes. The Local Governments were also warned not to burden the Boards with the preparation of statistics which were not absolutely necessary, and they were reminded that the report to accompany the tables should be purely explanatory of the statements and should follow in arrangement the order of the major heads of the statements, and be as short as possible consistently with the elucidation of the main features of the

work of the Boards as portrayed by the statistics. The forms were subsequently revised by the Home Department letters noted in the margin. Additional statistical tables have been added at the end of the reports in most provinces, and the letter-press of each report is freely inter-

No. ²_{20 and 22 to 30} dated 16th June 1890.

No. ³₃₂₋₄₁, dated 16th August 1890.

Nos. 19-27, dated 26th May 1899.

Nos. 18 and 22-29, dated 15th August 1900.

persed with tabulated matter. Many of these tables contain information which is not required in the annual report or which can be shown as effectively in narrative form. At the end of the report Madras has added no additional tables, Bombay has added one, Bengal four, the North-Western Provinces and Oudh one, the Punjab two, the Central Provinces one, Assam three, and the Hyderabad Assigned Districts one table.

It is not proposed here to discuss the forms of statements I, II and III. But the opportunity is taken of inviting the attention of the Government of Madras to statement IV, and they are asked to consider whether the submission of this statement really serves any useful purpose. Statement IV exhibits the details of works for the improvement of sanitation, and in some of the reports it runs to great length. Thus in the Bombay report it covers 9 pages, in Bengal 10 pages, in the Punjab 12 pages, in Assam 4 pages, and in the Central Provinces 7 pages. The statement, which was taken from a Madras report, was prescribed in the Resolution of 4th January 1890, without asking for the opinions of Local Governments and Administrations about it, and the Government of India are doubtful whether it is really required.

Most of the reports are not excessively long, but some of them, notably those of Bombay and the Central Provinces, do not follow the instructions laid down in the concluding paragraph of the Resolution of 4th January 1890, and the practice therefore requires to be changed there.

The Madras report for 1898-99 showing the working of Local Boards and Union Panchayats in that Presidency is, in its narrative portion, a model of brevity. The narrative runs to less than 5 pages, and contains very little indeed in the way of tabular matter. The statistics are those prescribed by the Government of India, and occupy about 100 pages. No provincial tables are appended. But besides preparing this report, the Local Government appears to review separately in its orders the administration report of each District Board, and also to issue another resolution dealing with them collectively. Copies of separate reviews are not submitted to the Government of India, but a copy of the resolution dealing with them collectively is submitted. It is a bulky volume of about 114 pages, of which the first 18 are devoted to narrative and the rest to statistics. The narrative is not entirely free from tabular matter, though it contains little of it. The appendices comprise 30 statements. This procedure, which involves the preparation of a special report with prescribed statements for the Government of India, and a separate resolution with a different set of appendices for the use of local officers generally, and some 21 Government Orders for the use of particular officers or local bodies, appears to the Government of India to be a very cumbrous one and to involve a great re-duplication of work in the local Secretariat. It is not apparent why the practice which the Government of India intended to be followed, and which is in fact followed in most provinces, should not be found suitable in Madras. I am to request that the Government of Madras will now consider whether it is not possible to abolish the separate reviews and the general resolution, and confine their remarks to those contained in the general report. If this were done, the general report would probably be more bulky in its narrative portion than that now submitted, and if any of the additional appendices now attached to the resolution are considered to be necessary for local purposes, they could either

be added at the end of the report in the copies circulated to local officers or printed in a separate volume of provincial statistics. The Government of India are inclined to think that under this system a concise narrative of not more than 20 pages would be sufficient to give an adequate account of the working of Local Boards in the Madras Presidency.

10. General tables (8 in number) to exhibit the statistical returns of the Registration Department were prescribed by Home Department Resolution No. 4778—85, dated 17th October 1870, Local Governments and Administrations being given authority to order extra forms or to introduce more columns in the forms for any additional information that they might consider necessary or desirable. These forms were modified and revised from time to time, but no additional tables were introduced by the Government of India. The last revision was effected by the orders contained in the Resolution No. 2059—70, dated 12th September 1887, which applied to four of the forms only. All the Local Governments and Administrations except Burma and Assam have more or less added to the statistical returns. Under the instructions issued in the resolution from this Department, No. ²⁸₁₅₇₉₋₉₅, dated 15th July 1887, the report on registration is submitted in full every third year, statistical returns and brief commentaries in the shape of notes being submitted in the intermediate years. The last triennial report was for the period 1896-97 to 1898-99.

Report on
Registration.

The Madras Triennial report has 9 statements in addition to those prescribed by the Government of India. These Provincial statements need not in future be submitted to the Government of India. The Inspector-General's report is a long one of 56 paragraphs covering about 26 pages, and it is reviewed in a two-page resolution by the Local Government. The report contains much tabular matter which is out of place and is not required. The tabular statements in paragraphs 4, 5, 12, 13, 14, 15, 16, 17, 21, 22, 23, 24, 25, 27, 28, 29, 30, 31, 32, 34, 35, 38, 39, 40, 41, 42, 43, 47, 50 and 56 should be omitted, any information contained in any of them which it may be necessary to show being given in narrative form. If the retention of any of the tables is required for local purposes, the table should be added to the Provincial appendices, to be bound up with the copies of the report circulated to local officers or in a separate volume of provincial statistics. In the opinion of the Government of India, a report of not more than ten pages should be sufficient to give an account of the working of the Registration Department in Madras. The Government Resolution contains no tabular matter, and is not unduly long.

The note prepared by the Inspector-General of Registration introducing the annual statistics for 1899-1900 covers about 6 pages. Though it contains very little tabular matter, it departs from the instructions of the Government of India in that it gives more than a brief indication of the Inspector-General's opinion as to the significance of the statistics. It reproduces in large measure the statistics themselves and makes comparisons, some of which, if required at all, might well be deferred till the next triennial report. In future the annual note should be confined to an expression of the Inspector-General's opinion as to the significance of the more important statistics, and should avoid all reiteration of the statistics themselves. In the opinion of the Government of India, such an opinion could be furnished in a note not exceeding 2 pages.

11. The statistical tables (11 in number) attached to the reports on Lunatic Asylums were prescribed by the Government of India by Home Department Resolution No. ^{8-Medical}₃₉₁₋₃₉₉, dated 13th July 1893. They have been modified under the instructions conveyed in Home Department letter No. ^{26-Medical}₈₄₈₋₈₅₅, dated 16th November 1895, the Resolution No. ^{16-Medical}₅₇₆₋₅₈₆, dated 10th July 1896, and letter No. ^{2-Medical}₄₈₋₅₆, dated 28th January 1897. In future the entries in statement I may be limited to the year under report and the previous year. Statement VIII may be omitted, the chief causes of sickness being noted in the text, and the statements following it renumbered. The abstract cash account of statement of stores prescribed by Home Department letter No. ^{9-Medical}₄₉₇, dated 25th July 1890, need not be supplied in future. In future the report will only be submitted triennially and the limits suggested refer to the triennial report.

Report on
Lunatic
Asylums.

The report for Madras of 1899 covers 12 pages, of which over 6 are occupied with statistics. The information given in most of the statistical tables could be given more clearly and concisely in narrative form, and it ought to be possible to give an adequate report of the administration of the Asylums in the Madras Presidency in a narrative of not more than 8 pages.

Report on
Hospitals and
Dispensaries.

12. Annual statements (six in number) to be appended to the dispensary reports were prescribed by the Home Department Resolution No. 129—3-130-141, dated 21st February 1877. The form of these statements has been altered from time to time, the last addition having been made by the letter No. 244—253, dated 28th February 1901, in the form of statement II-A, prescribed with the object of obtaining statistics of private medical institutions. The statements are now seven in number.

Under the orders contained in the Resolution of 19th May 1900, statistics regarding police and railway institutions will be in future appended to the dispensary returns. In the Home Department letter No. ^{27-Medical} 970-979, dated 30th October 1896, a form was prescribed to be given in the body of the report to include a selected list of operations showing the number performed by individual officers. On reconsideration the Government of India have resolved to abolish this form. It can, if necessary, be maintained in the office of the Surgeon-General for his information, but all that is required in the report is a brief narrative specifying the numbers of the different kinds of operations undertaken.

The reports are submitted triennially. The last triennial report was furnished for the year 1898. It covered 22 pages, about 14½ being occupied with statistical matter, of which the selected list (referred to above) of surgical operations for the year 1898 covered 8 pages. The report contains no information regarding the hospitals in the Presidency Town, which are separately reported on under the orders contained in Home Department letter No. ^{2-Medical} 227-235, dated 8th May 1891, because they do not come under the dispensary rules. It seems to the Government of India that it will be advantageous in the future to include the reports on these institutions in the general report which should be a complete record of the working of all the public medical institutions in the Presidency. Nearly all the tabular statements in the letter-press can be given more clearly and concisely in narrative form. In the opinion of the Government of India it should be possible to give an adequate account of the administration of hospitals and dispensaries both in the City of Madras and in the Districts in a narrative not exceeding fifteen pages.

There are ten Provincial statements among the appendices. None of these are required by the Government of India and it does not appear that they are really necessary for the purposes of the Local Government. The first statement gives a nominal list of the officers who held charge of districts during the year. The second shows the number of institutions at work and the classes of officers in charge of them. The third shows the total menial establishment in each district. The fourth shows the institutions opened or closed during the year. The fifth compares the accommodation supplied for in-patients with what was required during the year. The sixth gives the mortality among in-patients. The seventh gives details of European medicines. The eighth gives the cost of each patient in each district. The ninth gives the hospitals and dispensaries for women and children, and the tenth a list of special institutions.

The notes on the annual returns for 1899 cover six pages including two pages of a tabular list of selected operations. Three pages of narrative would seem to be sufficient for these notes.

Report of the
Chemical
Examiner.

13. Forms for the Chemical Examiner's reports (6 in number) were prescribed by Home Department letter No. 1610 of the 11th August 1900. The report is submitted to the Local Government through the Head of the Civil Medical Department.

The report for Madras for 1899 consists of 12 pages, of which 6 are occupied with tables. In future these tables should be removed from the text.

Sanitary
report.

14. Forms to be appended to the Sanitary reports were originally prescribed by the Resolution of 31st December 1869. A fresh and somewhat abridged set of forms was prescribed by the orders of 31st December 1873. At the instance of the Secretary of State the forms were again revised in the Resolution of 9th May 1877. The ten tabular statements then prescribed have been slightly altered since that date. Forms

I and II were modified by the orders of a letter of 24th February 1892, at which time also two new Forms A and B were prescribed. By the Resolution of 23rd December 1893 Form II was again altered and Form B abolished. By orders of 9th March 1896, permission was given to discontinue Form A. By the letter of 8th December 1894, a form was prescribed for insertion in Section IX to show the effect on death-rates of drainage works, etc. By the letter of the 24th February 1898, Forms I and II were again modified, particularly the earlier orders of 24th February 1892, which had ordered the figures of Registration circles to be shown, were modified and it was directed that only district details should be exhibited. At the same time a slight alteration was made in Form VIII and an entirely new form, now numbered XI, was added. A slight alteration in Form II was made by the orders of a letter of 2nd July 1898.

The prescribed statements include therefore the eleven annual statements and the form to be inserted in the text in Section IX. The Government of India have decided to abolish annual Form XI as they think that the space it occupies is not justified by the value of the information which it contains. In a letter of the 5th December 1889, the Government of India directed that a succinct report of the year's work of the Provincial Sanitary Boards (which had been inaugurated by the orders of the Resolution of 27th July 1888) should be submitted as an appendix to the report. By the letter of 8th November 1892, the attention of all Local Governments, except Madras, was drawn to the advantages of including a Sanitary Engineer on the Sanitary Board, who should report his work in a separate section of the report, a practice then already followed in Madras.

These reports have for some years been submitted to the Army Sanitary Commission, which usually issues memoranda on them, and some of the tables now given in the text of the reports are based on suggestions made by the Commission which have been endorsed by the Government of India or forwarded to the Local Governments for information. The general suggestions have, however, not been uniformly or generally complied with, and they tend in some instances to conflict with the orders relating to reports just issued by the Government of India, the more especially in that they militate against the narrative form and that they tend to multiply diagrams and tables. The Government of India do not desire that they should be adhered to in future in cases where adherence necessarily conflicts with the general orders recently given.

A Cholera map was prescribed in the Resolution of 1st July 1872. By orders contained in paragraph 4 of Home Department letter of 24th February 1892, the general orders were modified to the extent of adopting the distinctive features in the map contained in the Madras report of 1889 which exhibited the ratios of deaths and showed the dates of the first deaths by districts only. The orders, however, still require the figures and dates for each circle to be shown in a statement attached to the map. On reconsideration, the Government of India are of opinion that these maps, in which, as at present prepared, the attempt is usually made to exhibit differences in the rates of mortality by differences in colours, do not show the facts with sufficient lucidity to justify the expense and trouble of their preparation. The statement showing figures and dates by circles contains details which the Government of India do not themselves require. It may be possible to devise a clearer and cheaper form of map to serve the same purpose and this will be separately considered, but the present map should be omitted from the future reports.

The report for Madras for 1899 covers 56 pages, of which 32 are occupied with statistical matter, 23 pages of appendices and the Sanitary Engineer's report covering 22 pages. The appendices contain in addition to the 11 forms prescribed by the Government of India three additional forms [XII, XIII and an unnumbered one] showing births registered according to months and classes, births and deaths among Europeans and Eurasians, and births and deaths in Municipalities. These forms need not, in the opinion of the Government of India, be appended to the report. Appendices A and B, which exhibit in tabular form the inspection done by the Sanitary Commissioner, the Deputy Sanitary Commissioner, and District Medical and Sanitary Officers, should be discontinued, any relevant information being inserted in the body of the report in narrative form. Appendix C gives the sickness and deaths among the children at the Lawrence Asylum at Ootacamund. It has been furnished in accordance with the request in Home Department letter of October 11th, 1895. It can be

omitted in future from the sanitary report, the statistics being separately submitted. The report of the Sanitary Engineer covers 13 pages and is more detailed than the Government of India think necessary. It should, in future, for the purposes of this report, briefly summarise the work of the year and omit detailed accounts of inspections. The tables appended to it should be omitted. The report of the Sanitary Board should be written on similar brief lines. The appendix which follows the Board's report is not required by the Government of India. Both the above reports could conveniently be inserted between the narrative portion of the general report and the appendices. The statement of rainfall from page 18 to page 21 of the Sanitary Commissioner's report should be omitted. The diagrams below page 22 are not required. Form A which occupies from pages 23 to 27 of this report, should be omitted in future. The diagrams below page 28 are not required. Pages 29 to 39 include many tabular statements, notably those in paragraphs 16, 19, 25, 26 and 28, the relevant information in which might be inserted in narrative form, the statements themselves being omitted. The cholera map will now fall out as also the statement on pages 43 to 47. In section IX are contained in paragraph 46 on pages 52 to 56 and in paragraph 53 on pages 60 to 61 statements relating to Municipalities and District Boards which seem to the Government of India to contain excessive detail and are not required in the report. Details can be obtained from the reports on Municipalities and Local Boards and relevant facts relating to the expenditure of those bodies in sanitary matters could be simply narrated in the report. The statement in paragraph 55 relating to village inspection books should be summarised in very brief narrative form only. The statement on pages 63 to 65 prescribed by the orders of 1894 should be inserted in the appendices. In the opinion of the Government of India a narrative of not more than 25 pages should suffice for the report.

Report on
Vaccination.

15. The forms prescribed for the report on vaccination date in the main from 1877, when, the Sanitary report forms being under consideration, the opportunity was taken of proposing some condensation in the vaccination forms. A fresh set of them was accordingly prescribed by the Home Department Resolution of the 9th May 1877. These forms (four in number) are still in use. In addition to these a statement (No. V) showing particulars of vaccination verified by Inspecting Officers was prescribed in 1892.

In paragraph 3 of a letter, dated 16th June 1893, the request was made that effect should be given to a proposal of the Army Sanitary Commission that the annual successful vaccinations and the annual ratios of deaths from small-pox per 1,000 of population should be shown side by side during a series of years for each district. By the letter of 8th February 1894, a diagram was prescribed at the suggestion of the Army Sanitary Commission to compare on one sheet the death-rates from small-pox with the proportion of protected population. The letter of 8th January 1900 prescribed a statement to show the number of children available for vaccination in Municipalities, &c. This form was slightly modified in a letter of May 1900. It should be inserted amongst the appendices and not in the body of the report.

This report is submitted triennially. The last triennial report was for the year 1898-99. This report contains 20 pages of which 13 consist of statistical matter. The appendices are confined to the prescribed forms. The table in paragraph 11 of the report has been superseded by the table prescribed in the orders of 1900. The table in paragraph 15 relating to the numbers of testings performed should, the Government of India think, not be inserted in the body of the report, it would be sufficient if attention was drawn to the notable points disclosed by it. The same applies to the statement of operations which covers from pages 12 to 15. The information in the statements in paragraphs 17, 18 and 19, showing the result of animal vaccination in certain districts, by certain agencies, and in Municipalities, could be stated in narrative form. The whole narrative portion of the report could, the Government of India think, be contained in 8 pages.

For the year 1899-1900, instead of brief notes, a report was submitted covering 25 pages to the commencement of the appendices and 31 pages of appendices, the whole being prepared on a scale only slightly smaller than that of the triennial report and subject to criticisms of the same character. The intermediate years should be dealt with quite briefly and in notes (not in a report) which need not cover more than 3 pages.

16. Statistical tables (twenty-four in number) to be appended to the Jail reports were prescribed by the Home Department Resolution of 12th September 1882. The forms now in use are in the main the same, but some have been replaced and others modified. The number of forms prescribed by the Government of India for the annual report is 23.

Report on
Jails.

The report for Madras for 1899 covers 47 pages, of which 13 are occupied with statistical matter. There are two diagrams which should be omitted. In addition to the appendices prescribed by the Government of India there is a financial statement to show profit and loss in each individual jail, a statement (E) to show the number of cases in which fetters were imposed, which is based on the suggestion made in paragraph 6, Chapter XIV of the report of the Jail Committee appointed in 1888, and two statements (F and G) to give information regarding sickness and mortality and expenditure in the subsidiary jails of each district within the Madras Presidency. The statements regarding individual subsidiary jails are not required in the copies of the report submitted to the Government of India. There is also an appendix of three pages regarding the expenditure on buildings during the year, which appears to the Government of India to be full of unnecessary details.

The letter-press of the report can be very materially condensed. The information given in statistical summaries in paragraphs 6, 7 and 9 of civil and under-trial prisoners and convicts for ten years, if required at all, could be more briefly and effectively expressed in narrative form. The table in paragraph 10 to show admissions in the jails of each district for ten years is in very unnecessary detail. The information in the small tables in paragraphs 14, 17, 18, 19, 22, 28, 32, 35, 66, 67 and 68 should be given in narrative form. The financial statement in paragraph 37 is unnecessary, and the table in paragraph 41, which contrasts each head of expenditure in 1898 and 1899 in each class of jails and exhibits differences in the cost per head varying from 2 pies to Rs. 7-10-0, is in much too great detail for an annual report. The details asked for as to contingencies in paragraph 24 of the Home Department Resolution of 5th September 1888, can be briefly given in narrative form. Variations in the prices of the most important cereals as affecting the cost of dieting could be shown as concisely and more effectively in narrative form than in the tables in paragraphs 44 and 45. The tables in paragraphs 51 and 62 and that of sickness and mortality for six years in paragraph 81, and the table in paragraph 96 comparing mortality according to sentence are not required. The details of inspection given in paragraphs 109 and 110 and the list of persons who held executive charge of the different jails given in paragraph 111 can be omitted.

It appears to the Government of India that a report in narrative form of not more than 20 pages should suffice to give a complete account of the administration of jails in the Madras Presidency for the year.

17. By Home Department Resolution No. 18-1074-85, dated 9th August 1884, seven statements were prescribed for the reports regarding Civil Justice. It was also provided that any other statistics which it might be considered desirable to show, might be given in separate supplementary statements either in the body of the report or in the appendices, the statements in the latter case being headed "Provincial." The statements prescribed by the Government of India were amended in some particulars by the Home Department Resolution No. 9, Judicial-675-687, dated 20th May 1892. The reports are prepared under the orders of the highest judicial authorities and are submitted to the Local Governments and Administrations. In some Provinces, viz., the Punjab, Burma, the Central Provinces, Coorg and the Hyderabad Assigned Districts, the Local Government or Administration records a resolution on the annual report: in Madras a short order is passed by the Local Government: in other provinces the reports are not reviewed except when they call for any special orders.

Report on the
Administra-
tion of Civil
Justice.

The report for Madras for 1899 covers nineteen pages, of which about three are in statistical or tabular form. There are five maps which might be omitted as they are expensive to prepare and are not of any appreciable value for the report. In addition to the seven statements prescribed by the Government of India there are thirty-two special statements prescribed by the Government of Madras covering forty-eight pages compared with ten covered by the Government of India's statements.

These statements are in very great detail and are not required in the copies of the report furnished to the Government of India. They add very materially to the size of the report and, so far as the Government of India are able to judge, the great majority of them, at all events, are not of any real value. The Governor-General in Council will be obliged if the Madras Government will consider, in communication with the High Court, whether the great majority, if not all, of them cannot be abolished. In the opinion of the Government of India, ten pages of narrative ought to suffice for the report.

Report on the
administration of criminal justice.

18. The statistical tables (seven in number) for the Criminal Justice reports were prescribed by the Home Department letter No. ¹²/₆₅₈₋₆₆₇, dated 14th May 1884, and the Resolution No. ¹⁸/₁₀₇₄₋₁₀₈₅, dated the 9th August 1884. They have been subsequently modified in several particulars by the Resolutions, No. ⁶/₄₆₅₋₄₇₆, dated 15th April 1885, No. ⁹/₆₇₅₋₆₈₇, dated 20th May 1892, No. 1580-A.—1580-L., dated 31st October 1899, and No. 1007—1018, dated 9th July 1900. The reports are prepared by the same authorities and treated by the Local Governments and Administrations in the same manner as the reports on the administration of Civil Justice.

The report for Madras for 1899 consists of eighteen pages, of which about 3½ are occupied with tabular or statistical matter. There are nineteen special statements in addition to those prescribed by the Government of India. The remarks made upon the provincial appendices to the report on Civil Justice apply to these also. In the opinion of the Governor-General in Council ten pages of narrative ought to be sufficient for the report.

Police report

19. By the orders contained in the Home Department Resolution No. ^{5 Police}/₅₂₄₋₅₃₄, dated 25th September 1896, the Government of India prescribed statement Nos. A to G for submission with the police reports. These statements were modified in some respects by the Home Department letters of 4th October 1898, and of 21st April 1899, and by the Resolution of 28th October 1899.

The report for 1899 covers fifty-eight pages, of which about thirty-four consist of statistics or nominal lists. In addition to the statements prescribed by the Government of India there are in appendix A fifteen returns, which should be in future omitted from the copies of the reports submitted to the Government of India. These returns are the following :—

- (1) Return of prisoners escaped and recaptured in the year. The information contained in this return is, so far as convicts are concerned, given in Form No. V Judicial in the jail report. It does not seem to be required for under-trial prisoners. All the information required could be given in a few lines of narrative.
- (2) Return of warrants and summonses issued during the year. This return is out of place in a police report. It would (if required) be a more appropriate return for the Criminal Justice report, but it does not appear to the Government of India to be required at all.
- (3) Return of murders, culpable homicides, justifiable homicides, suicides and accidental deaths classified according to the results of the inquests. This return seems to the Government of India to be without value.
- (4) Statement showing particulars of suicides and accidental deaths. This return seems unnecessary in a police report.
- (5) Statement of fires and property destroyed in them. The same remarks apply to this return. A few lines in the narrative would give all the information required.
- (6) Return of known depredators, offenders and suspected persons. This return may be useful for departmental purposes, but is not required in the Police report.
- (7) Statement of dakaitis (i) in houses, (ii) on fields, highways and thoroughfares classified according to value of property lost and the results. The amount of detail given in this and the next three returns is, in the opinion of the Government of India, not required in the annual report, though they may be useful for departmental purposes.

- (8) Classified statement of robberies.
- (9) Return of lurking house-trespass and house-breaking by night.
- (10) Classified statement of cattle thefts.
- (11) Return of cognizable cases tried by High and Sessions Courts. This return, if required at all, is not one which should appear in the Police report.
- (12) Return of cases in which women were found guilty of murdering their infant children. Information on this point is given in accordance with the Home Department orders of 19th October 1882 and 15th September 1900. The latter orders contemplate the information being given in a statement, but, on reconsideration, the Government of India think that it can be given in narrative. A few lines of letter-press would give all the information given in this table in much less space.
- (13) Statement of cases referred by and to Magistrates under sections 155, 156, 202, 157, 169 and 173 of the Code of Criminal Procedure and directed to be struck off as false and of cases found to be false after trial by Courts during the year.

This statement appears to be intended to show separately—

- (a) the cases, both cognizable and non-cognizable, in which a Magistrate directed the police to make inquiry;
- (b) cognizable cases reported to the police or taken up by them on suspicion in which either no inquiry is held, or the inquiry results in no accused person being sent up for trial; and
- (c) cases prosecuted by the police and declared by a Court to be false and dismissed by the Magistrate.

The Government of India do not require the return in the copies of the report supplied to it.

- (14) Statement 14 showing the import and export trade in arms and ammunition is given in the Accounts of Trade and Navigation and need not be reproduced here.

Appendix B contains the administration report of the Madras City Police for the year, covering nine pages. The statistics regarding Madras City are embodied with the Provincial Statistics, and this seems a good arrangement. The separate appendix of the Madras report is full of statistical matter and can be very much improved in form.

Appendix C contains extracts from district reports and District Magistrate's remarks covering thirteen pages. These should, in the opinion of the Government of India, be omitted from the appendices to the report and anything of importance embodied in the appropriate portion of the letter-press of the report.

The letter-press of the report can be materially reduced. There are five maps which can be omitted. The statistical and tabular statements in paragraphs 2, 3, 7, 10, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 27, 30 and 31, and those relating to murders (paragraph 34), dakaitis (paragraphs 35, 37 and 38), robberies (paragraph 39), house-breaking (paragraph 40), can nearly all be removed from the report, and the information in them given much more briefly and clearly in narrative form. It appears to the Governor-General in Council that, if all the tabular matter is strictly scrutinized and only that which is absolutely needed retained, the report for the Madras Presidency could be compressed into a concise narrative of not more than 40 pages.

20. There is little to be said about the reports regarding the loss of life caused by wild animals and venomous snakes and the measures taken for their destruction. Most of the reports for 1899 are contained in a very small compass. The report for the Madras Presidency, which is submitted by the Board of Revenue, covers five pages, of which a little more than one consists of statistics. The Madras Government's order covers a page and a half. The report of the Board of Revenue can be dispensed with in future with the result that the size of the report can be reduced.

Report on the
destruction of
wild animals
and venomous
snakes.

Reports on
newspapers.

21. An annual statement is furnished by each Local Government of English, Anglo-Vernacular and Vernacular newspapers and periodicals published in India. Weekly extracts from the English, Anglo-Vernacular and Vernacular newspapers are prepared, and an annual report will be in future furnished on all these newspapers. Hitherto it has not in all instances extended to newspapers in English. These reports vary considerably in size.

The report for Madras for 1899, which deals with 149 newspapers, covers 60 pages. It is divided into five sections, prepared by the different translators. The report of the Tamil Translator, which relates to 47 newspapers, covers 9 pages, that of the Telugu Translator, relating to 33 newspapers, covers 7 pages, that of the Canarese Translator, relating to 14 newspapers, covers 2 pages, that of the Malayalam Translator, relating to 25 newspapers, covers 5 pages, of the Persian and Hindustani Translator, relating to 30 newspapers, covers 37 pages. The reports are very unequal in length, that of the Persian and Hindustani Translator being capable of much compression. The Madras Government will, no doubt, be able to effect a material reduction in its length. The reports will also, it appears to the Government of India, be improved if they are edited and revised in the Secretariat. The forwarding letter of the Madras Government covers 5 pages.

Report re-
garding pub-
lications
registered
under Act
XXV of
1867.

22. The report regarding publications registered in each province is submitted in manuscript, and under the orders contained in the Home Department letter Nos. 67-77, dated 16th January 1901, will in future be treated as confidential. These reports naturally vary in size according to the number of publications issued in a province in a particular year. All that need be said regarding them is that the instructions given in the Home Department letter No. 465-475, dated 21st March 1899, should be followed, and that the Director of Public Instruction, under whose orders the report is prepared, should be careful to exclude all irrelevant matter.

23. The following returns hitherto submitted to the Home Department of the Government of India may be discontinued for the future:—

(i) The returns under the European Vagrancy Act prescribed in Home Department Resolution No. 328-340, dated the 22nd February 1875.

(ii) The annual statement of escheated estates or property not exceeding Rs. 1,000 in value disposed of by Local Governments and Administrations which is required under the orders contained in the Home Department letter No. 740, dated 23rd May 1883, to the Government of Bengal, communicated under endorsement No. 11-741-749 of the same date to the other Local Governments and Administrations.

(iii) The returns of the work of the Presidency Small Cause Courts prescribed by Home Department Resolution No. 944 of the 14th June 1887.

24. The Secretary of State has been asked to permit the discontinuance of the list of works of scientific, historical and antiquarian interest prescribed by the Home Department letter No. 3056-3063 of 24th June 1870, and also to allow the monthly returns of probates granted by Courts inferior to the High Court, which was prescribed by the Home Department order of the 18th July 1883, to be converted into a half-yearly one. The list of official publications other than confidential issued by the Government of India and Local Governments and Administrations will in future be forwarded annually instead of quarterly under the orders contained in the Home Department letter No. 1365-1373 of the 8th August 1900.

Order—No. 558, Public, dated 3rd June 1901.

Recorded.

2. With reference to paragraph 2 of the letter above read, it is observed that in paragraph 17 of their Resolution No. 987-1013, dated 25th February 1901, the Government of India contemplated the appointment of a special officer in provinces other than Madras to inquire into the subject of the curtailment and reduction of

periodical reports and returns. In the opinion of Government the appointment of a special officer in this Presidency is unnecessary, and the Government of India will be informed accordingly. The question of finally determining the limit of each report mentioned by the Government of India will be considered in the departments of the Secretariat concerned in communication with heads of departments.

3. The Surgeon-General will be requested to submit his opinion on the suggestions in paragraphs 11, 12 and 13 of the letter from the Government of India.

4. With reference to paragraph 23 (i), the Inspector-General of Prisons will be requested to submit, for the information of this Government, a brief annual report in narrative form on the working of the European Vagrancy Act. The tabular statements hitherto furnished will no longer be required.

(True Extract.)

(Signed) G. STOKES,
Chief Secretary.

To the Educational Department.

- „ Local and Municipal Department.
- „ Judicial Department.
- „ Revenue Department.
- „ Financial (Books) Department.
- „ Surgeon-General.
- „ Inspector-General of Prisons.

ORDER—No. 355, Educational, dated 26th June 1901.

Communicated to the Director of Public Instruction who will be requested to submit his opinion on the suggestions in paragraphs 4 and 5 of the letter from the Government of India. His attention will also be drawn to paragraph 22.

2. When replying, the Director should state how many statistical tables can be removed from, and what maximum limit may be fixed for, each report which he at present submits to Government as Director and as Commissioner for Government Examinations.

3. The Superintendent, Government Museum, will similarly state his views in regard to his annual report.

(True Extract.)

C. J. WEIR,
Ag. Secretary to Government.

To the Director of Public Instruction.

- „ Superintendent, Government Museum.

Ed. A. D. Xavier.

786 of 101 to 841-2: 12-3-01 copy to 398-4: 3-5-00 copy to 421-5: 174-57 copy to
41: 24-1-01 " 664: 29-9-99 copy 174-57 copy
to 864: 4-11-95 *ms*, bot-2: 24-7-95 *ms* 398: 13-5-95 *ms*
to 322 *ms* 26-4-95
to 303 *ms* 22-4-95
" 262 *ms* 2-4-95
" 147-8: 18-2-95 *ms*
" 883: 22-11-94 *copy*
" 727: 28-9-94 *and record paper*

502 365-26/6

(Handwritten signature)

Recd.	} 1901. 11.6.	Enclosures	<i>nil</i>
Regd.		Spare copies	<i>nil</i>

G.O., No. 558, 3rd June 1901.

JUNE.

Curtailment and reduction of periodical reports and returns.

Recording resolution of the Government of India, regarding the —; stating that the question of finally determining the limit of each report will be considered in the departments of the Secretariat concerned in communication with heads of departments, but that the appointment of a special officer in this Presidency to inquire into the subject of the — is unnecessary; and requesting the Inspector-General of Prisons to submit a brief annual report on the working of the European Vagrancy Act.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—again the following paper:—

G.O., No. 519, Public, dated 22nd May 1901.

ABSTRACT.—Recording resolution of the Government of India enunciating certain general principles which should be followed in the preparation of periodical reports and returns and in the drawing up of reviews of such reports, and stating that separate orders on the subject of fixing a date for the submission of reports will be passed in each department of the Secretariat.

READ—also the following paper:—

From J. P. HEWETT, Esq., C.S.I., C.I.E., Secretary to the Government of India, Home Department (Public), to the Chief Secretary to the Government of Madras, dated Calcutta, 26th March 1901, 2739.

The Government of India stated in paragraph 17 of the Home Department Resolution No. 987—1013, dated the 25th February 1901, that Local Governments and Administrations would shortly be addressed in respect of the extent to which the reports submitted by Local Governments to the Government of India might be curtailed. I am now directed to communicate to the Government of Madras the following remarks regarding reports which are submitted to the Government of India in the Home Department.

2. The most important question that has to be considered is the maximum limit which should be prescribed for each report. Each individual report submitted to the Home Department has been examined under the orders of the Government of India. It is not possible for the Government of India to give to each report the full and detailed examination to which it should be subjected by the officer responsible for its preparation, in communication with the special officer to be appointed by the Local Government, in accordance with paragraph 17 of the Resolution of the 25th February 1901. The suggestions, therefore, which are made in the subsequent paragraphs of this letter as to the maximum limit which should be fixed for each report are only provisional. It will be for the Local Government, after considering the opinions of the special officer and the officer responsible for writing the report, to itself determine the limit for each report referred to. The most urgent reform required for the reduction of the size of the reports appears to the Government of India to be the removal of the numerous statistical returns which find a place in the text of almost every departmental report. It would appear that it has been the practice to include new tables without full consideration and that, whenever a new table is suggested for the report of a particular year, it becomes a permanent addition to the reports of future years. The suggestions made by the Government of India as to particular statistical and tabular statements hitherto contained in the body of the reports are not intended to be absolute in each case. Their object is to indicate what statements appear to them to be *prima facie* unnecessary in the narrative; it will be for the Local Government to determine whether all of them should be removed, and if not, which of them it is necessary to retain. But, in considering this question, the Local Government will not, the Government of India trust, lose sight of their desire that reports should, to the utmost limit possible, be restricted to narrative, and that such statistical returns as may be considered necessary should, as far as possible, be given separately. Some of the statements, which might, it appears to the Government of India, be removed from the body of the report have been either suggested or prescribed by the Government of India themselves. A statement has, the Government of India think, frequently been introduced in this manner when the information sought for could be given perfectly well in narrative form. The question of the removal of statements which have been suggested or prescribed by the Government of India can be considered on the merits in each case, and apart from previous orders on the subject. All that is necessary is that, where the Government of India have asked for particular

information in a report, which can be given in narrative form instead of by means of a statement, care should be taken to see that the narrative of the report does contain the requisite information.

3. This leads to the consideration of the question of the statistical returns to be appended to the reports. Speaking generally, the Government of India do not desire that in cases in which they have themselves prescribed certain statistics the copies of the reports submitted to them should contain as appendices any other statistical tables. They are of opinion that, if the Local Government considers any further statistical tables to be necessary, these should either be bound up in the copies of the report circulated within the Province, or should be embodied in a separate Provincial volume of statistics similar to that which is compiled for the Home Department of the Government of India under the supervision of the Director-General of Statistics to show the Judicial and Administrative statistics for British India. In a number of cases the latter of these alternatives would, the Government of India are inclined to think, be preferable. The Government of India consider that it will be an advantage to give at the end of each report an index of the statements which are appended to it. This is already done by some, not by all Local Governments. Having communicated these preliminary remarks I am directed to proceed to make the following observations regarding individual reports.

4. In the Resolution of the Home Department of 25th February 1864, the Government of India prescribed certain heads and forms for the report on Education which was required in order to satisfy the request of the Secretary of State for a comprehensive report regarding the operation of the orders contained in the despatch from the Court of Directors of 19th July 1854. The forms were revised nearly twenty years later when general tables (seven in number) to exhibit the statistical returns of the Educational Department were prescribed by the Resolution in the Home Department, No. 9—338-58, dated 29th October 1883, on the advice of a Sub-Committee of the Education Commission. Local Governments were given discretion to add such Provincial supplementary or explanatory tables as might be necessary for local purposes. Subsequently in Home Department letter No. 325—331 (Education) of 18th July 1889, directions were given that the Tables III, IV and V should be repeated so as to show separately the statistics of all schools for Europeans and Eurasians. Again by the Home Department Resolution No. 12—375-385, dated 16th October 1895, the Government of India prescribed an eighth table to exhibit information regarding hostels and boarding houses, a separate return being given of boarding establishments for females wherever such exist. Additional statistical tables have been added at the end of the reports in some provinces, and not in others. Thus the Madras Government have added ten statements, the Bombay Government eleven, and the Assam Government fifteen, while none have been added by the Government of the North-Western Provinces and Oudh. The letter-press of each report also is freely interspersed with tabulated matter. To a very few of these tables, such as the general summary of statistics given at the beginning of almost every report and the table to show scholars according to the classes of the community, as given in paragraph 8 of the report for Madras, there is no objection, but the great majority of the tables either contain information which is not required in the annual report, or which can be shown much more effectively in narrative form, while many are merely excerpts from the statistical tables appended to the report—a process which should be discouraged.

The plan sketched out for the report in the Resolution of 25th February 1864 has been more or less strictly followed in the subsequent reports. It is essential that to preserve statistical continuity, and to permit of comparisons with past years, the statistical appendices should remain substantially as they are at present. In the Home Department letter No. 434 (Education) of 19th December 1900, the Government of India expressed their opinion that the quinquennial reports should be drawn up on the general lines of the two last reviews by Mr. Nash and Mr. Cotton. The Governor-General in Council thinks that, for the purposes of the Government of India and of the officer appointed to review the quinquennial reports, it is essential that the general arrangement of the annual report should remain much the same as it has been in the past. There is, however, in His Excellency in Council's opinion, considerable room for improvement in the form of these reports. At present they contain much matter—a great deal of it in statistical and tabular forms—which is of purely local

Report on
Education.

6-6-04
1264

H 769
20-11-88

I 472
7-8-89

to 264
4/11/95

to 141
12/3/07

interest and not of importance to readers who are not residents in the province. The inclusion of this local matter is apt to obscure from the view of those who have not local interests the facts of greater importance which have occurred in the course of the period under report. Speaking generally, what the Government of India would aim at, would be a short report on education in each province founded on the general principle of the reports of the Committee of the Council on Education in England and Wales, from the descriptive portion of which tables are almost completely excluded. To the report framed on these lines would be attached the general tables on education referred to above. On the other hand, in order to ensure the continuity of such of the statistical information at present given in the narrative of the various provincial reports on education as is of value for special or local purposes, it would probably still be necessary for each province to publish a yearly volume of statistics relating to education which might be bound up with the tables on other branches of the administration which have hitherto been included in the annual reports and will in future be excluded from those copies submitted to the Government of India. The report based on these lines should, the Government of India think, contain a general but condensed summary, in narrative form, of the educational work done in each province throughout the year indicating the salient features in each division of educational work, and the tendencies shown in various directions of educational development. This summary should discuss the causes of progress or want of progress; the relative cost and efficiency of education from year to year; the proportion in which the cost is borne by Government revenues, public funds, fees of pupils and private sources; the extent to which the teaching of English and teaching through English is spreading and to which indigenous and oriental forms of education are being supplemented or superseded by western forms; the question how far education is reaching each separate class and race of people, and what steps are being taken to cause education to spread among all classes and what success is attending such efforts; and the effect of the Government efforts to bring primary and secondary education under systematic inspection and to improve its tone and of the efforts made to improve the general teaching in schools, the status of the teachers, and the discipline and the moral training. Every change in the system of education introduced in the year should be fully described, the reasons for the change being clearly set forth on its introduction, and its effect year by year being noted in subsequent years.

The Government of India take this opportunity of expressing their opinion that the following subjects deserve more close attention in many of the Provincial reports than has hitherto been given to them :—

- (1) Training schools for teachers and the replacement of untrained by trained teachers in Indian Educational Institutions generally.
- (2) The widening of the schemes for education so as to make the education given more suitable for all the varied forms of modern industrial life.
- (3) The development of various forms of technical or other schools dealing with what may be called practical education, and the tendency of students to take to such training.
- (4) Discipline and moral training; attendance.
- (5) The provision of hostels for pupils compelled to live away from their homes.
- (6) The preparation and supply of suitable text-books.
- (7) The special means by which female education can be fostered, raised and developed.
- (8) The possibility of having what may be called "Continuation Schools" for the children of those classes who leave school early.
- (9) The provision by local effort of proper school accommodation.
- (10) The provision by local effort of forms of education intended to foster and develop local industries.

The general summary should also contain a general descriptive analysis of the important features of the statistics which are included in the general tables on education required by the Government of India. In other words, the general summary should contain a more comprehensive and fuller description of the progress of education in each province than has hitherto been given, and it should be of such a character that the ordinary reader would, by reading it, obtain a bird's eye but complete view of educational progress for the year in the province dealt with. In

addition to the general summary the reports submitted to the Government of India should contain a short discussion in narrative form of the work done in the various detailed sections of education as at present given in the different sections of the provincial reports. In the opinion of the Government of India it is very desirable that the question of the proportion of the school-going population, male and female, attending different classes of schools, but particularly primary schools, should be fully discussed in each year's report in order that, if possible, an accurate idea may be gained of the extent to which education has advanced or receded during the year of report. The figures for the census of 1901 will shortly be available, and the rate of annual increase of the population can be fairly estimated from a comparison of the results of the four censuses held in the last 30 years. The ratio of the population attending school to the school-going population should be calculated on the figure 15 per cent. which has been accepted for this purpose. It cannot, of course, be contended that this figure is completely accurate, but it has been accepted as the basis of comparison, and it can be confirmed or modified, if necessary, by comparison of the figures of the census of 1901.

In Madras in the report for 1899-1900 there were 106 pages of letter-press, of which nearly 38 pages consisted of statistical matter. In addition to the general tables prescribed by the Government of India, there are 10 appendices covering 48 pages, of which one (Appendix H) covering 12 pages is a return of scientific and literary societies. These appendices should, in future, be omitted from the report submitted to the Government of India. The letter-press is capable of being considerably compressed. The information given in statistical form in the margin of paragraph 5 and in paragraph 6, in the portion of paragraph 7 on page 8, in the portion of paragraph 8 on page 10, in paragraphs 10, 11, 12, 13 and in paragraph 14 (on the margin of page 13) on page 14, in the margin of paragraph 15 on page 15, in paragraph 18 (on the margin of pages 17 and 18), in paragraph 19, in the first table of paragraph 20 and the portion of paragraph 20 on page 21, and in paragraphs 21, 22, 23, 24, 25 and 26 can be shown more briefly and clearly in narrative than in statistical form, and this should be done in future. The tables in paragraphs 4, 5 and 7, the second table in paragraph 8, the tables in paragraphs 14, 15 and 18, and the second table in paragraph 20 are out of place in the body of the report. The above remarks relate to Chapter I. The tables in the other chapters of the report can be eliminated in the same way. In the opinion of the Government of India a concise narrative of not more than 40 pages should suffice for an adequate account of the information required of the progress of education in the Madras Presidency for a year. More space will, of course, be required in the quinquennial reports. The above remarks deal in greater detail with the report on education than will be possible in regard to the reports to be subsequently mentioned, but some of the observations made above apply equally to other reports, and should be considered in connection with them also.

5. The Reformatory School at Chingleput was under the Education Department before the issue of the orders contained in the Home Department Resolution of the 2nd September 1899, transferring generally the charge of these schools from the Jail Department to the Education Department. Two forms have been prescribed for the report by the Government of India by their order, dated 14th October 1899, and by Home Department Resolution No. 374-379 of 2nd September 1899, Local Governments and Administrations were requested to append to the report a statement showing what has become of the boys released during the preceding three years and who amongst them are following trades learnt at school.

The report for 1899 consists of 14 pages, of which about $4\frac{1}{2}$ are occupied by statistics. The appendices consist of a report from the Assistant Inspector of Schools; a statement showing the results of the examination; an Inspection report by the Professor of Engineering at the College of Engineering; a statement showing the quantity of each class of textile fabrics manufactured and sold during the year; a report on the examination in tailoring; a statement containing extracts from the Reformatory School Visitors' Book, and a statement showing the provincial results from each of the trades carried on at the school. It appears to the Government of India that the substance of these appendices can be given in narrative form in the body of the report, and that a narrative of not more than 8 pages should suffice for the report.

Report on
R. reformatory
Schools.

12
L. 664
29/19/1899

Report on the
working of
the Indian
Factories
Act.

6. The Government of India prescribed two forms for the reports on the working of the Indian Factories Act in the Home Department letter No. ¹¹/₅₀₁₋₈₆₇, dated 30th June 1892. Form I is a District statement to accompany the reports submitted by District Officers and other Inspectors. Form II is a Provincial statement, which is not intended to give particulars of individual factories, but to show the district totals of each district in the province, and the provincial totals in respect of the matters specified therein. Form I with a nominal list of each factory is printed unnecessarily by several Local Governments. Under the orders contained in Home Department letter No. ^{14 Judicial}/₁₆₀₉₋₁₆₁₃, dated 22nd December 1896, Form II was revised, and again under the orders in Home Department letter No. 253-67, dated 7th March 1898.

The Madras Government furnish in the report for 1899, in addition to the review and provincial statements in the forms prescribed by the Government of India, printed copies of the district reports covering about 19 pages. Return No. I giving statistics district by district covers 58 pages. All the tabular statements and the district reports should be eliminated. The only tables required are those given in Madras G.O., No. 1331, dated 17th September 1900. The relevant portion of any of the district reports should be incorporated in the Government Resolution.

Municipal
Report.

7. Four general statements have been prescribed by the Government of India to exhibit the statistical returns relating to the working of municipalities. They are supplemented in most provinces by additional statistical tables. The first orders regarding these statistics are contained in the Home Department letter No. ²/₇₉₋₈₈, dated the 19th July 1872, when three forms were prescribed and Local Governments and Administrations were informed that any other tabular forms or statements likely to illustrate usefully the subjects treated of in the reports should also be submitted. Form III was modified by Resolution No. ²/₅₀₋₅₉, dated 16th June 1873. In August 1876 (Circular No. ²/₈₂₋₈₈, dated 8th August 1876) Forms I and II were replaced by new forms in accordance with the Secretary of State's suggestions in his Despatch of 11th May 1876. There was a subsequent revision in 1882 (Resolution No. ²/_{103-114-A}, dated 27th July 1882), and again in 1890 (Resolution No. ^{1-M}/₅₃₋₆₄, dated 31st May 1890) when three revised forms were submitted for Forms Nos. I and II. In 1891 again (Resolution No. ^{1-M}/₆₈₋₇₉, dated 23rd July 1891) a further revision of the forms was effected. The reports are prepared in the local Secretariats except in Bombay and the Central Provinces where the Commissioner's reports are published with or without a review by the Local Government or Administration. The reports of the Calcutta, Bombay, Madras and Rangoon Municipalities are made separately. The letter-press of most of the reports is freely interspersed with tabular matter. The great majority of the tables either contain information which is not required in the annual report, or which can be shown much more effectively in narrative form.

It appears to be the practice in Madras to review the Administration Report of each district municipality in a separate Proceedings of the Local Government, and then to review them collectively in another Proceedings which is submitted to the Government of India. The separate review for each municipality is not found to be necessary in other provinces. The Government of India will be obliged if the Madras Government will consider whether the separate review cannot be dispensed with. The collective review of the reports for 1898-99 consists of a narrative of about 20 pages, the statements prescribed by the Government of India and 23 provincial appendices. In the narrative there are a few tabular statements which are out of place, and the information they contain should, if it is really useful, either be given in narrative form or, if any of the statements are required for provincial purposes, they should be added to the appendices at the end of the report in the copies circulated to local officers or printed in a separate volume of provincial statistics. Examples of such statements are to be found in paragraphs 3, 5, 7, 10, 14, 18, 29, 31, 36, 38, 39, 40, 48, 51, 52 and 54. The Government of India are inclined to think that a concise narrative of about 20 pages should suffice for an adequate account of the working of municipalities

in Madras. In future the appendices will, as indicated above, be omitted from the copies of the report submitted to the Government of India. It is probable that on examination some of those now submitted will be found not to be required. Thus Appendices I and II are probably not required. Appendices III, IV, IV-A, V and VI are rather elaborate, and what really useful information they contain might be extracted and given in one or more simple forms. Appendices VII and VIII seem scarcely to be required, and Appendix X is out of place in an annual report. The four appendices of educational statistics might be revised and abbreviated, as also the six appendices dealing with medical, sanitation, and cognate subjects. There is probably some over-lapping with departmental reports. Appendix XXI is of doubtful utility, while Appendices XXII and XXII-A might be amalgamated and reduced in size.

8. Under section 91 of the City of Madras Municipal Act, the President is required, as soon after the first day of January in each year as may be, to prepare a detailed report of his administration during the previous year, with a statement showing the receipts and disbursements on account of the Municipal Fund. The report and statement have to be submitted to the Commissioners, and with any resolutions that they may record thereon the report has then to be submitted not later than the 31st August to the Local Government. The latest report received for the Madras City Municipality is for 1899-1900. Excluding the Local Government's review of 9 pages, which appears at the end of the report, there are 80 pages of letter-press, preceded by 5 charts, and there is another chart within the letter-press relating to the water-supply. About 23 pages of the letter-press consist of statistical matter. There are 5 appendices to the report and these appendices include separate statements and reports. The total number of pages covered by all the appendices together is 140. A detailed description of each appendix is given below:—

Appendix I has 26 different statistical statements which take up 68 pages. Statement II covers 9 pages alone. Statement VB also covers 9 pages.

Appendix II covers 20 pages and is made up of—

- a list showing the Commissioners, etc.,
- a list showing attendance at meetings,
- a statement showing particulars of elections during the year, and
- 25 tables mostly statistical—some small, some full page.

Interleaved between pages 168 and 169 there are 14 charts, the utility of which is not apparent.

Appendix III relates to education only and covers 5 pages. It is entirely statistical.

Appendix IV contains five separate reports and the vaccination tables. Four of the reports relate to medical institutions, and the fifth is a report of the Convent of St. Thomas. The appendix consists of 13 pages, of which $7\frac{1}{2}$ are tables.

Appendix V deals with Vital Statistics and is made up of 19 different tables. It covers 31 pages.

The Government of India desire that the attention of the Municipal Commissioners of Madras may be drawn by the Local Government to the Resolution dealing with the curtailment of Government reports, and that they be invited in future to prepare their report in accordance with the principles laid down therein. The narrative portion should be free from tabular matter, and should be restricted to such subjects and to such a number of pages as the President, in consultation with the Local Government, may determine to be requisite. In the opinion of the Government of India, the report could, by re-arrangement and by the elimination of unnecessary statistics, be advantageously reduced to at least half its present length without detracting from its value. The appendices should also be revised, and only those retained which are really requisite for a clear and full understanding of the working of the Municipality during the year.

9. General tables (four in number) to exhibit the statistical returns of District and Local Boards were prescribed by the Resolution in the Home Department. No. ^{1-R}/₁₋₁₂, dated the 4th January 1890, after Local Governments and Administrations had been consulted as to the suitability of the first three of them. Local

Administra-
tion Report
of the Madras
Municipality.

Report on
District and
Local Boards.

Governments were informed that these were the only statistical tables required for the purposes of the Government of India, but discretion was given to them to add such additional or more detailed information as might be needed for local purposes. The Local Governments were also warned not to burden the Boards with the preparation of statistics which were not absolutely necessary, and they were reminded that the report to accompany the tables should be purely explanatory of the statements and should follow in arrangement the order of the major heads of the statements, and be as short as possible consistently with the elucidation of the main features of the

No. ²_{20 and 22 to 30}, dated 16th June 1890.

No. ³₃₂₋₄₁, dated 16th August 1890.

Nos. 19-27, dated 26th May 1899.

Nos. 18 and 22-29, dated 15th August 1900.

work of the Boards as portrayed by the statistics. The forms were subsequently revised by the Home Department letters noted in the margin. Additional statistical tables have been added at the end of the reports in most provinces, and the letter-press of each report is freely interspersed with tabulated matter. Many of these tables contain information which is not required in the annual report or which can be shown as effectively in narrative form. At the end of the report Madras has added no additional tables, Bombay has added one, Bengal four, the North-Western Provinces and Oudh one, the Punjab two, the Central Provinces one, Assam three, and the Hyderabad Assigned Districts one table.

It is not proposed here to discuss the forms of statements I, II and III. But the opportunity is taken of inviting the attention of the Government of Madras to statement IV, and they are asked to consider whether the submission of this statement really serves any useful purpose. Statement IV exhibits the details of works for the improvement of sanitation, and in some of the reports it runs to great length. Thus in the Bombay report it covers 9 pages, in Bengal 10 pages, in the Punjab 12 pages, in Assam 4 pages, and in the Central Provinces 7 pages. The statement, which was taken from a Madras report, was prescribed in the Resolution of 4th January 1890, without asking for the opinions of Local Governments and Administrations about it, and the Government of India are doubtful whether it is really required.

Most of the reports are not excessively long, but some of them, notably those of Bombay and the Central Provinces, do not follow the instructions laid down in the concluding paragraph of the Resolution of 4th January 1890, and the practice therefore requires to be changed there.

The Madras report for 1898-99 showing the working of Local Boards and Union Panchayats in that Presidency is, in its narrative portion, a model of brevity. The narrative runs to less than 5 pages, and contains very little indeed in the way of tabular matter. The statistics are those prescribed by the Government of India, and occupy about 100 pages. No provincial tables are appended. But besides preparing this report, the Local Government appears to review separately in its orders the administration report of each District Board, and also to issue another resolution dealing with them collectively. Copies of separate reviews are not submitted to the Government of India, but a copy of the resolution dealing with them collectively is submitted. It is a bulky volume of about 114 pages, of which the first 18 are devoted to narrative and the rest to statistics. The narrative is not entirely free from tabular matter, though it contains little of it. The appendices comprise 30 statements. This procedure, which involves the preparation of a special report with prescribed statements for the Government of India, and a separate resolution with a different set of appendices for the use of local officers generally, and some 21 Government Orders for the use of particular officers or local bodies, appears to the Government of India to be a very cumbrous one and to involve a great re-duplication of work in the local Secretariat. It is not apparent why the practice which the Government of India intended to be followed, and which is in fact followed in most provinces, should not be found suitable in Madras. I am to request that the Government of Madras will now consider whether it is not possible to abolish the separate reviews and the general resolution, and confine their remarks to those contained in the general report. If this were done, the general report would probably be more bulky in its narrative portion than that now submitted, and if any of the additional appendices now attached to the resolution are considered to be necessary for local purposes, they could either

be added at the end of the report in the copies circulated to local officers or printed in a separate volume of provincial statistics. The Government of India are inclined to think that under this system a concise narrative of not more than 20 pages would be sufficient to give an adequate account of the working of Local Boards in the Madras Presidency.

10. General tables (8 in number) to exhibit the statistical returns of the Registration Department were prescribed by Home Department Resolution No. 4778—85, dated 17th October 1870, Local Governments and Administrations being given authority to order extra forms or to introduce more columns in the forms for any additional information that they might consider necessary or desirable. These forms were modified and revised from time to time, but no additional tables were introduced by the Government of India. The last revision was effected by the orders contained in the Resolution No. 2059—70, dated 12th September 1887, which applied to four of the forms only. All the Local Governments and Administrations except Burma and Assam have more or less added to the statistical returns. Under the instructions issued in the resolution from this Department, No. ²⁸₁₅₇₉₋₉₅, dated 15th July 1887, the report on registration is submitted in full every third year, statistical returns and brief commentaries in the shape of notes being submitted in the intermediate years. The last triennial report was for the period 1896-97 to 1898-99.

The Madras Triennial report has 9 statements in addition to those prescribed by the Government of India. These Provincial statements need not in future be submitted to the Government of India. The Inspector-General's report is a long one of 56 paragraphs covering about 26 pages, and it is reviewed in a two-page resolution by the Local Government. The report contains much tabular matter which is out of place and is not required. The tabular statements in paragraphs 4, 5, 12, 13, 14, 15, 16, 17, 21, 22, 23, 24, 25, 27, 28, 29, 30, 31, 32, 34, 36, 38, 39, 40, 41, 42, 43, 47, 50 and 56 should be omitted, any information contained in any of them which it may be necessary to show being given in narrative form. If the retention of any of the tables is required for local purposes, the table should be added to the Provincial appendices, to be bound up with the copies of the report circulated to local officers or in a separate volume of provincial statistics. In the opinion of the Government of India, a report of not more than ten pages should be sufficient to give an account of the working of the Registration Department in Madras. The Government Resolution contains no tabular matter, and is not unduly long.

The note prepared by the Inspector-General of Registration introducing the annual statistics for 1899-1900 covers about 6 pages. Though it contains very little tabular matter, it departs from the instructions of the Government of India in that it gives more than a brief indication of the Inspector-General's opinion as to the significance of the statistics. It reproduces in large measure the statistics themselves and makes comparisons, some of which, if required at all, might well be deferred till the next triennial report. In future the annual note should be confined to an expression of the Inspector-General's opinion as to the significance of the more important statistics, and should avoid all reiteration of the statistics themselves. In the opinion of the Government of India, such an opinion could be furnished in a note not exceeding 2 pages.

11. The statistical tables (11 in number) attached to the reports on Lunatic Asylums were prescribed by the Government of India by Home Department Resolution No. ^{8-Medical}₃₉₁₋₃₉₉, dated 13th July 1893. They have been modified under the instructions conveyed in Home Department letter No. ^{26-Medical}₈₄₈₋₈₅₅, dated 16th November 1895, the Resolution No. ^{16-Medical}₅₇₆₋₅₈₆, dated 10th July 1896, and letter No. ^{2-Medical}₄₈₋₅₆, dated 28th January 1897. In future the entries in statement I may be limited to the year under report and the previous year. Statement VIII may be omitted, the chief causes of sickness being noted in the text, and the statements following it renumbered. The abstract cash account of statement of stores prescribed by Home Department letter No. ^{9-Medical}₄₉₇, dated 25th July 1890, need not be supplied in future. In future the report will only be submitted triennially and the limits suggested refer to the triennial report.

Report on
Registration.

Report on
Lunatic
Asylums.

The report for Madras of 1899 covers 12 pages, of which over 6 are occupied with statistics. The information given in most of the statistical tables could be given more clearly and concisely in narrative form, and it ought to be possible to give an adequate report of the administration of the Asylums in the Madras Presidency in a narrative of not more than 8 pages.

Report on
Hospitals and
Dispensaries.

12. Annual statements (six in number) to be appended to the dispensary reports were prescribed by the Home Department Resolution No. 129—3-130-141, dated 21st February 1877. The form of these statements has been altered from time to time, the last addition having been made by the letter No. 244—253, dated 28th February 1901, in the form of statement II-A, prescribed with the object of obtaining statistics of private medical institutions. The statements are now seven in number.

Under the orders contained in the Resolution of 19th May 1900, statistics regarding police and railway institutions will be in future appended to the dispensary returns. In the Home Department letter No. ^{27-Medical} 970-979, dated 30th October 1896, a form was prescribed to be given in the body of the report to include a selected list of operations showing the number performed by individual officers. On reconsideration the Government of India have resolved to abolish this form. It can, if necessary, be maintained in the office of the Surgeon-General for his information, but all that is required in the report is a brief narrative specifying the numbers of the different kinds of operations undertaken.

The reports are submitted triennially. The last triennial report was furnished for the year 1898. It covered 22 pages, about $14\frac{1}{2}$ being occupied with statistical matter, of which the selected list (referred to above) of surgical operations for the year 1898 covered 8 pages. The report contains no information regarding the hospitals in the Presidency Town, which are separately reported on under the orders contained in Home Department letter No. ^{2-Medical} 227-235, dated 8th May 1891, because they do not come under the dispensary rules. It seems to the Government of India that it will be advantageous in the future to include the reports on these institutions in the general report which should be a complete record of the working of all the public medical institutions in the Presidency. Nearly all the tabular statements in the letter-press can be given more clearly and concisely in narrative form. In the opinion of the Government of India it should be possible to give an adequate account of the administration of hospitals and dispensaries both in the City of Madras and in the Districts in a narrative not exceeding fifteen pages.

There are ten Provincial statements among the appendices. None of these are required by the Government of India and it does not appear that they are really necessary for the purposes of the Local Government. The first statement gives a nominal list of the officers who held charge of districts during the year. The second shows the number of institutions at work and the classes of officers in charge of them. The third shows the total menial establishment in each district. The fourth shows the institutions opened or closed during the year. The fifth compares the accommodation supplied for in-patients with what was required during the year. The sixth gives the mortality among in-patients. The seventh gives details of European medicines. The eighth gives the cost of each patient in each district. The ninth gives the hospitals and dispensaries for women and children, and the tenth a list of special institutions.

The notes on the annual returns for 1899 cover six pages including two pages of a tabular list of selected operations. Three pages of narrative would seem to be sufficient for these notes.

Report of the
Chemical
Examiner.

13. Forms for the Chemical Examiner's reports (6 in number) were prescribed by Home Department letter No. 1610 of the 11th August 1900. The report is submitted to the Local Government through the Head of the Civil Medical Department.

The report for Madras for 1899 consists of 12 pages, of which 6 are occupied with tables. In future these tables should be removed from the text.

Sanitary
report.

14. Forms to be appended to the Sanitary reports were originally prescribed by the Resolution of 31st December 1869. A fresh and somewhat abridged set of forms was prescribed by the orders of 31st December 1873. At the instance of the Secretary of State the forms were again revised in the Resolution of 9th May 1877. The ten tabular statements then prescribed have been slightly altered since that date. Forms

I and II were modified by the orders of a letter of 24th February 1892, at which time also two new Forms A and B were prescribed. By the Resolution of 23rd December 1893 Form II was again altered and Form B abolished. By orders of 9th March 1896, permission was given to discontinue Form A. By the letter of 8th December 1894, a form was prescribed for insertion in Section IX to show the effect on death-rates of drainage works, etc. By the letter of the 24th February 1898, Forms I and II were again modified, particularly the earlier orders of 24th February 1892, which had ordered the figures of Registration circles to be shown, were modified and it was directed that only district details should be exhibited. At the same time a slight alteration was made in Form VIII and an entirely new form, now numbered XI, was added. A slight alteration in Form II was made by the orders of a letter of 2nd July 1898.

The prescribed statements include therefore the eleven annual statements and the form to be inserted in the text in Section IX. The Government of India have decided to abolish annual Form XI as they think that the space it occupies is not justified by the value of the information which it contains. In a letter of the 5th December 1889, the Government of India directed that a succinct report of the year's work of the Provincial Sanitary Boards (which had been inaugurated by the orders of the Resolution of 27th July 1888) should be submitted as an appendix to the report. By the letter of 8th November 1892, the attention of all Local Governments, except Madras, was drawn to the advantages of including a Sanitary Engineer on the Sanitary Board, who should report his work in a separate section of the report, a practice then already followed in Madras.

These reports have for some years been submitted to the Army Sanitary Commission, which usually issues memoranda on them, and some of the tables now given in the text of the reports are based on suggestions made by the Commission which have been endorsed by the Government of India or forwarded to the Local Governments for information. The general suggestions have, however, not been uniformly or generally complied with, and they tend in some instances to conflict with the orders relating to reports just issued by the Government of India, the more especially in that they militate against the narrative form and that they tend to multiply diagrams and tables. The Government of India do not desire that they should be adhered to in future in cases where adherence necessarily conflicts with the general orders recently given.

A Cholera map was prescribed in the Resolution of 1st July 1872. By orders contained in paragraph 4 of Home Department letter of 24th February 1892, the general orders were modified to the extent of adopting the distinctive features in the map contained in the Madras report of 1889 which exhibited the ratios of deaths and showed the dates of the first deaths by districts only. The orders, however, still require the figures and dates for each circle to be shown in a statement attached to the map. On reconsideration, the Government of India are of opinion that these maps, in which, as at present prepared, the attempt is usually made to exhibit differences in the rates of mortality by differences in colours, do not show the facts with sufficient lucidity to justify the expense and trouble of their preparation. The statement showing figures and dates by circles contains details which the Government of India do not themselves require. It may be possible to devise a clearer and cheaper form of map to serve the same purpose and this will be separately considered, but the present map should be omitted from the future reports.

The report for Madras for 1899 covers 56 pages, of which 32 are occupied with statistical matter, 23 pages of appendices and the Sanitary Engineer's report covering 22 pages. The appendices contain in addition to the 11 forms prescribed by the Government of India three additional forms [XII, XIII and an unnumbered one] showing births registered according to months and classes, births and deaths among Europeans and Eurasians, and births and deaths in Municipalities. These forms need not, in the opinion of the Government of India, be appended to the report. Appendices A and B, which exhibit in tabular form the inspection done by the Sanitary Commissioner, the Deputy Sanitary Commissioner, and District Medical and Sanitary Officers, should be discontinued, any relevant information being inserted in the body of the report in narrative form. Appendix C gives the sickness and deaths among the children at the Lawrence Asylum at Otacamund. It has been furnished in accordance with the request in Home Department letter of October 11th, 1895. It can be

omitted in future from the sanitary report, the statistics being separately submitted. The report of the Sanitary Engineer covers 13 pages and is more detailed than the Government of India think necessary. It should, in future, for the purposes of this report, briefly summarise the work of the year and omit detailed accounts of inspections. The tables appended to it should be omitted. The report of the Sanitary Board should be written on similar brief lines. The appendix which follows the Board's report is not required by the Government of India. Both the above reports could conveniently be inserted between the narrative portion of the general report and the appendices. The statement of rainfall from page 18 to page 21 of the Sanitary Commissioner's report should be omitted. The diagrams below page 22 are not required. Form A which occupies from pages 23 to 27 of this report, should be omitted in future. The diagrams below page 28 are not required. Pages 29 to 39 include many tabular statements, notably those in paragraphs 16, 19, 25, 26 and 28, the relevant information in which might be inserted in narrative form, the statements themselves being omitted. The cholera map will now fall out as also the statement on pages 43 to 47. In section IX are contained in paragraph 46 on pages 52 to 56 and in paragraph 53 on pages 60 to 61 statements relating to Municipalities and District Boards which seem to the Government of India to contain excessive detail and are not required in the report. Details can be obtained from the reports on Municipalities and Local Boards and relevant facts relating to the expenditure of those bodies in sanitary matters could be simply narrated in the report. The statement in paragraph 55 relating to village inspection books should be summarised in very brief narrative form only. The statement on pages 63 to 65 prescribed by the orders of 1894 should be inserted in the appendices. In the opinion of the Government of India a narrative of not more than 25 pages should suffice for the report.

Report on
Vaccination.

15. The forms prescribed for the report on vaccination date in the main from 1877, when, the Sanitary report forms being under consideration, the opportunity was taken of proposing some condensation in the vaccination forms. A fresh set of them was accordingly prescribed by the Home Department Resolution of the 9th May 1877. These forms (four in number) are still in use. In addition to these a statement (No. V) showing particulars of vaccination verified by Inspecting Officers was prescribed in 1892.

In paragraph 3 of a letter, dated 16th June 1893, the request was made that effect should be given to a proposal of the Army Sanitary Commission that the annual successful vaccinations and the annual ratios of deaths from small-pox per 1,000 of population should be shown side by side during a series of years for each district. By the letter of 8th February 1894, a diagram was prescribed at the suggestion of the Army Sanitary Commission to compare on one sheet the death-rates from small-pox with the proportion of protected population. The letter of 8th January 1900 prescribed a statement to show the number of children available for vaccination in Municipalities, &c. This form was slightly modified in a letter of May 1900. It should be inserted amongst the appendices and not in the body of the report.

This report is submitted triennially. The last triennial report was for the year 1898-99. This report contains 20 pages of which 13 consist of statistical matter. The appendices are confined to the prescribed forms. The table in paragraph 11 of the report has been superseded by the table prescribed in the orders of 1900. The table in paragraph 15 relating to the numbers of testings performed should, the Government of India think, not be inserted in the body of the report, it would be sufficient if attention was drawn to the notable points disclosed by it. The same applies to the statement of operations which covers from pages 12 to 15. The information in the statements in paragraphs 17, 18 and 19, showing the result of animal vaccination in certain districts, by certain agencies, and in Municipalities, could be stated in narrative form. The whole narrative portion of the report could, the Government of India think, be contained in 8 pages.

For the year 1899-1900, instead of brief notes, a report was submitted covering 25 pages to the commencement of the appendices and 31 pages of appendices, the whole being prepared on a scale only slightly smaller than that of the triennial report and subject to criticisms of the same character. The intermediate years should be dealt with quite briefly and in notes (not in a report) which need not cover more than 3 pages.

16. Statistical tables (twenty-four in number) to be appended to the Jail reports were prescribed by the Home Department Resolution of 12th September 1882. The forms now in use are in the main the same, but some have been replaced and others modified. The number of forms prescribed by the Government of India for the annual report is 23.

Report on
Jails.

The report for Madras for 1899 covers 47 pages, of which 13 are occupied with statistical matter. There are two diagrams which should be omitted. In addition to the appendices prescribed by the Government of India there is a financial statement to show profit and loss in each individual jail, a statement (E) to show the number of cases in which fetters were imposed, which is based on the suggestion made in paragraph 6, Chapter XIV of the report of the Jail Committee appointed in 1888, and two statements (F and G) to give information regarding sickness and mortality and expenditure in the subsidiary jails of each district within the Madras Presidency. The statements regarding individual subsidiary jails are not required in the copies of the report submitted to the Government of India. There is also an appendix of three pages regarding the expenditure on buildings during the year, which appears to the Government of India to be full of unnecessary details.

The letter-press of the report can be very materially condensed. The information given in statistical summaries in paragraphs 6, 7 and 9 of civil and under-trial prisoners and convicts for ten years, if required at all, could be more briefly and effectively expressed in narrative form. The table in paragraph 10 to show admissions in the jails of each district for ten years is in very unnecessary detail. The information in the small tables in paragraphs 14, 17, 18, 19, 22, 28, 32, 35, 66, 67 and 68 should be given in narrative form. The financial statement in paragraph 37 is unnecessary, and the table in paragraph 41, which contrasts each head of expenditure in 1898 and 1899 in each class of jails and exhibits differences in the cost per head varying from 2 pies to Rs. 7-10-6, is in much too great detail for an annual report. The details asked for as to contingencies in paragraph 24 of the Home Department Resolution of 5th September 1888, can be briefly given in narrative form. Variations in the prices of the most important cereals as affecting the cost of dieting could be shown as concisely and more effectively in narrative form than in the tables in paragraphs 44 and 45. The tables in paragraphs 51 and 62 and that of sickness and mortality for six years in paragraph 81, and the table in paragraph 96 comparing mortality according to sentence are not required. The details of inspection given in paragraphs 109 and 110 and the list of persons who held executive charge of the different jails given in paragraph 111 can be omitted.

It appears to the Government of India that a report in narrative form of not more than 20 pages should suffice to give a complete account of the administration of jails in the Madras Presidency for the year.

17. By Home Department Resolution No. 18-1074-85, dated 9th August 1884, seven statements were prescribed for the reports regarding Civil Justice. It was also provided that any other statistics which it might be considered desirable to show, might be given in separate supplementary statements either in the body of the report or in the appendices, the statements in the latter case being headed "Provincial." The statements prescribed by the Government of India were amended in some particulars by the Home Department Resolution No. 9, Judicial-615-687, dated 20th May 1892. The reports are prepared under the orders of the highest judicial authorities and are submitted to the Local Governments and Administrations. In some Provinces, viz., the Punjab, Burma, the Central Provinces, Coorg and the Hyderabad Assigned Districts, the Local Government or Administration records a resolution on the annual report: in Madras a short order is passed by the Local Government: in other provinces the reports are not reviewed except when they call for any special orders.

Report on the
Administra-
tion of Civil
Justice.

The report for Madras for 1899 covers nineteen pages, of which about three are in statistical or tabular form. There are five maps which might be omitted as they are expensive to prepare and are not of any appreciable value for the report. In addition to the seven statements prescribed by the Government of India there are thirty-two special statements prescribed by the Government of Madras covering forty-eight pages compared with ten covered by the Government of India's statements.

These statements are in very great detail and are not required in the copies of the report furnished to the Government of India. They add very materially to the size of the report and, so far as the Government of India are able to judge, the great majority of them, at all events, are not of any real value. The Governor-General in Council will be obliged if the Madras Government will consider, in communication with the High Court, whether the great majority, if not all, of them cannot be abolished. In the opinion of the Government of India, ten pages of narrative ought to suffice for the report.

Report on the
administra-
tion of crimi-
nal justice.

18. The statistical tables (seven in number) for the Criminal Justice reports were prescribed by the Home Department letter No. ¹²/₆₅₈₋₆₆₇, dated 14th May 1884, and the Resolution No. ¹⁸/₁₀₇₄₋₁₀₈₅, dated the 9th August 1884. They have been subsequently modified in several particulars by the Resolutions, No. ⁶/₄₆₅₋₄₇₆, dated 15th April 1885, No. ⁹/₆₇₅₋₆₈₇, dated 20th May 1892, No. 1580-A.—1580-L., dated 31st October 1899, and No. 1007—1018, dated 9th July 1900. The reports are prepared by the same authorities and treated by the Local Governments and Administrations in the same manner as the reports on the administration of Civil Justice.

The report for Madras for 1899 consists of eighteen pages, of which about 3½ are occupied with tabular or statistical matter. There are nineteen special statements in addition to those prescribed by the Government of India. The remarks made upon the provincial appendices to the report on Civil Justice apply to these also. In the opinion of the Governor-General in Council ten pages of narrative ought to be sufficient for the report.

Police report.

19. By the orders contained in the Home Department Resolution No. ^{5 Police}/₄₋₅₃₄, dated 25th September 1896, the Government of India prescribed statement Nos. A to G for submission with the police reports. These statements were modified in some respects by the Home Department letters of 4th October 1898 and of 21st April 1899, and by the Resolution of 28th October 1899.

The report for 1899 covers fifty-eight pages, of which about thirty-four consist of statistics or nominal lists. In addition to the statements prescribed by the Government of India there are in appendix A fifteen returns, which should be in future omitted from the copies of the reports submitted to the Government of India. These returns are the following:—

- (1) Return of prisoners escaped and recaptured in the year. The information contained in this return is, so far as convicts are concerned, given in Form No. V Judicial in the jail report. It does not seem to be required for under-trial prisoners. All the information required could be given in a few lines of narrative.
- (2) Return of warrants and summonses issued during the year. This return is out of place in a police report. It would (if required) be a more appropriate return for the Criminal Justice report, but it does not appear to the Government of India to be required at all.
- (3) Return of murders, culpable homicides, justifiable homicides, suicides and accidental deaths classified according to the results of the inquests. This return seems to the Government of India to be without value.
- (4) Statement showing particulars of suicides and accidental deaths. This return seems unnecessary in a police report.
- (5) Statement of fires and property destroyed in them. The same remarks apply to this return. A few lines in the narrative would give all the information required.
- (6) Return of known depredators, offenders and suspected persons. This return may be useful for departmental purposes, but is not required in the Police report.
- (7) Statement of dakaitis (i) in houses, (ii) on fields, highways and thoroughfares classified according to value of property lost and the results. The amount of detail given in this and the next three returns is, in the opinion of the Government of India, not required in the annual report, though they may be useful for departmental purposes.

- (8) Classified statement of robberies.
- (9) Return of lurking house-trespass and house-breaking by night.
- (10) Classified statement of cattle thefts.
- (11) Return of cognizable cases tried by High and Sessions Courts. This return, if required at all, is not one which should appear in the Police report.
- (12) Return of cases in which women were found guilty of murdering their infant children. Information on this point is given in accordance with the Home Department orders of 19th October 1882 and 15th September 1900. The latter orders contemplate the information being given in a statement, but, on reconsideration, the Government of India think that it can be given in narrative. A few lines of letter-press would give all the information given in this table in much less space.
- (13) Statement of cases referred by and to Magistrates under sections 155, 156, 202, 157, 169 and 173 of the Code of Criminal Procedure and directed to be struck off as false and of cases found to be false after trial by Courts during the year.

This statement appears to be intended to show separately—

- (a) the cases, both cognizable and non-cognizable, in which a Magistrate directed the police to make inquiry;
- (b) cognizable cases reported to the police or taken up by them on suspicion in which either no inquiry is held, or the inquiry results in no accused person being sent up for trial; and
- (c) cases prosecuted by the police and declared by a Court to be false and dismissed by the Magistrate.

The Government of India do not require the return in the copies of the report supplied to it.

- (14) Statement 14 showing the import and export trade in arms and ammunition is given in the Accounts of Trade and Navigation and need not be reproduced here.

Appendix B contains the administration report of the Madras City Police for the year, covering nine pages. The statistics regarding Madras City are embodied with the Provincial Statistics, and this seems a good arrangement. The separate appendix of the Madras report is full of statistical matter and can be very much improved in form.

Appendix C contains extracts from district reports and District Magistrate's remarks covering thirteen pages. These should, in the opinion of the Government of India, be omitted from the appendices to the report and anything of importance embodied in the appropriate portion of the letter-press of the report.

The letter-press of the report can be materially reduced. There are five maps which can be omitted. The statistical and tabular statements in paragraphs 2, 3, 7, 10, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 27, 30 and 31, and those relating to murders (paragraph 34), dakaitis (paragraphs 35, 37 and 38), robberies (paragraph 39), house-breaking (paragraph 40), can nearly all be removed from the report, and the information in them given much more briefly and clearly in narrative form. It appears to the Governor-General in Council that, if all the tabular matter is strictly scrutinized and only that which is absolutely needed retained, the report for the Madras Presidency could be compressed into a concise narrative of not more than 40 pages.

20. There is little to be said about the reports regarding the loss of life caused by wild animals and venomous snakes and the measures taken for their destruction. Most of the reports for 1899 are contained in a very small compass. The report for the Madras Presidency, which is submitted by the Board of Revenue, covers five pages, of which a little more than one consists of statistics. The Madras Government's order covers a page and a half. The report of the Board of Revenue can be dispensed with in future with the result that the size of the report can be reduced.

Report on the
destruction of
wild animals
and venom-
ous snakes.

Reports on
newspapers.

21. An annual statement is furnished by each Local Government of English, Anglo-Vernacular and Vernacular newspapers and periodicals published in India. Weekly extracts from the English, Anglo-Vernacular and Vernacular newspapers are prepared, and an annual report will be in future furnished on all these newspapers. Hitherto it has not in all instances extended to newspapers in English. These reports vary considerably in size.

The report for Madras for 1899, which deals with 149 newspapers, covers 60 pages. It is divided into five sections, prepared by the different translators. The report of the Tamil Translator, which relates to 47 newspapers, covers 9 pages, that of the Telugu Translator, relating to 33 newspapers, covers 7 pages, that of the Canarese Translator, relating to 14 newspapers, covers 2 pages, that of the Malayalam Translator, relating to 25 newspapers, covers 5 pages, of the Persian and Hindustani Translator, relating to 30 newspapers, covers 37 pages. The reports are very unequal in length, that of the Persian and Hindustani Translator being capable of much compression. The Madras Government will, no doubt, be able to effect a material reduction in its length. The reports will also, it appears to the Government of India, be improved if they are edited and revised in the Secretariat. The forwarding letter of the Madras Government covers 5 pages.

22. The report regarding publications registered in each province is submitted in manuscript, and under the orders contained in the Home Department letter Nos. 67-77, dated 16th January 1901, will in future be treated as confidential. These reports naturally vary in size according to the number of publications issued in a province in a particular year. All that need be said regarding them is that the instructions given in the Home Department letter No. 465-475, dated 31st March 1899, should be followed, and that the Director of Public Instruction, under whose orders the report is prepared, should be careful to exclude all irrelevant matter.

23. The following returns hitherto submitted to the Home Department of the Government of India may be discontinued for the future:—

- (i) The returns under the European Vagrancy Act prescribed in Home Department Resolution No. ⁵₃₂₈₋₃₄₀, dated the 22nd February 1875.
- (ii) The annual statement of escheated estates or property not exceeding Rs. 1,000 in value disposed of by Local Governments and Administrations which is required under the orders contained in the Home Department letter No. 740, dated 23rd May 1883, to the Government of Bengal, communicated under endorsement No. 11-741-749 of the same date to the other Local Governments and Administrations.
- (iii) The returns of the work of the Presidency Small Cause Courts prescribed by Home Department Resolution No. 944 of the 14th June 1887.

24. The Secretary of State has been asked to permit the discontinuance of the list of works of scientific, historical and antiquarian interest prescribed by the Home Department letter No. 3056-3063 of 24th June 1870, and also to allow the monthly returns of probates granted by Courts inferior to the High Court, which was prescribed by the Home Department order of the 18th July 1883, to be converted into a half-yearly one. The list of official publications other than confidential issued by the Government of India and Local Governments and Administrations will in future be forwarded annually instead of quarterly under the orders contained in the Home Department letter No. 1365-1373 of the 8th August 1900.

ORDER—No. 558, Public, dated 3rd June 1901.

Recorded.

2. With reference to paragraph 2 of the letter above read, it is observed that in paragraph 17 of their Resolution No. 987-1013, dated 25th February 1901, the Government of India contemplated the appointment of a special officer in provinces other than Madras to inquire into the subject of the curtailment and reduction of

periodical reports and returns. In the opinion of Government the appointment of a special officer in this Presidency is unnecessary, and the Government of India will be informed accordingly. The question of finally determining the limit of each report mentioned by the Government of India will be considered in the departments of the Secretariat concerned in communication with heads of departments.

3. The Surgeon-General will be requested to submit his opinion on the suggestions in paragraphs 11, 12 and 13 of the letter from the Government of India.

4. With reference to paragraph 23 (i), the Inspector-General of Prisons will be requested to submit, for the information of this Government, a brief annual report in narrative form on the working of the European Vagrancy Act. The tabular statements hitherto furnished will no longer be required.

[Here enter letter, No. 559, Public, dated 3rd June 1901.]

(True Extract.)

[Signature]
for Chief Secretary.

To the Educational Department.

- „ Local and Municipal Department.
- „ Judicial Department.
- „ Revenue Department.
- „ Financial (Books) Department.
- „ Surgeon-General.
- „ Inspector-General of Prisons.

circulated to H.E. the Gov. & the Hon. Mr. Shomony J. C. S.

Exd A D. Xavier.

Cur: No. 805, from the Public Deptt., No. 558, dated 3rd June 1901.

Order (Press)

Communicated to the Director of Public Instruction who will be requested to submit his opinion on the suggestions in paragraphs 4 and 5 of the letter from the Government of India. His attention will also be drawn to paragraph 22.

2. When replying, the Director should state how many statistical tables can be removed from and what maximum limit may be fixed for each report which he at present submits to Government as Director and as Commissioner for Government examinations.

3. The Superintendent, Government Museum, will similarly state his views in regard to his annual report.

P.T.T.
24-6-1.

A.T.P.
24-6-01.

To the Director of Pub: Instrn.
,, Supdt., Govt. Museum.

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