

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No. 125

Press
Mis.

Dated 3. 3.

1857

Bw. 21-22

Not to be folded or roughly handled

144
Messrs. H. P. Rickets Esq., Commissioner for the Revenue
of Civil Salaries and Establishments.

The Chief Secretary to the Govt.
of Madras.

Dated Bombay the 22nd January 1857.

Sir

I shall be obliged if with the per-
-mission of the Right Honorable the
Governor in Council you will have the
goodness to send me the papers of 4 or
5 Cases brought before the Government
in order that I may learn the part
taken by the Secretary and the quantity
of labor which falls on the Secretary.
It would assist me, and may be prevent
misconception and mistake, if you would
permit one of your Assistants to put up
with the cases a Memorandum ex-
planatory of the course followed.

I have the honor to be

Sir

Your most obed^t. Servant.

(Signed) H. P. Rickets,

Comm^r for the revⁿ of Civil Salaries
and Estab^ts throughout India.

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27/1/57

Financial Dept.

N. 135

To
Mr. Ricketts Esq.

Commissioner for the revision of Civil
Salaries & Establishments throughout India.
dated Fort St. George, 3 March 1874

Sir,

I am directed by the
Right Hon. the Governor in
Council to acknowledge the
receipt of your letter of the
22^d ulto. requesting that the
papers of Nos 5 cases brought
before the Govt. may be sent
you that you may learn
the part taken by the Secretary
and the quantity of labor
which falls on the Secretary
- desiring also that with
the cases may be put up
a Memorandum explanatory
of the course followed.
2 In reply I am directed
to state that the Orders of
Govt. upon the subjects
brought before them are
passed

[Handwritten signature]

[Faint handwritten notes at top of page]

[Faint handwritten notes on left margin]

in Gen. 3^d March
Financial 1874

From the Commissioner
for the revision of Civil
Salaries & Establishments

N. 125
1874

March 22^d 1874

1874

1874

[Handwritten signature]

Regulate that the papers of Nos
5 cases brought before Govt. may be
sent to him, to enable him to judge
of the part taken by the Secretary
of the amount of labor that falls
on him.

C 1874
R 24

passed on perusal of the letters, proceedings or reports of the subordinate authority which are circulated in original together with the previous correspondence, ~~in~~ the most material parts of it, connected with the matter under consideration. In questions, however, that are of importance or complicated or when the previous correspondence is of any length it is usual for the Secretary to circulate with the papers a memo: drawn up by himself or prepared under his orders giving a summary of the question at issue and offering any observations that may seem to him useful in elucidation or illustration of it. The substance of which memo is subsequently often given in the Draft Re: Mins: Cons: conveying the orders of Govt on the matter submitted to their decision. I am

directed

Some instances are also forwarded. ~

3
directed to forward a few of such Memoranda from the Departments under the Chief Secretary and Secy. of Revenue & Public Works Dept respectively with the papers on which they were drawn up. And the orders ^{the several questions} eventually passed on ~~the same~~.
3. It should further be stated that in cases which do not seem to present difficulty or when the Secretary believes himself to be in possession of the views of the Govt. the drafts are prepared at once and sent out in circulation with the papers. Subject to any alterations that may be made in them in circulation. Drafts are also not unfrequently prepared from orders taken verbally at Council or communicated semi-officially by the President to the Secretary.
4. For a further account of the duties devolving on the Secretaries in the Madras Secretariat, I am

am requested to solicit your
reference to my letter of
3^d June last No 251.

Fort St George,
3rd March 1857

JP

Circular

✓

Amesbury, 3rd March.
Dear Sir,

No. 1955

The Commission for the
Revision of Civil Statutes
of the Commonwealth of
Massachusetts.

2/3 March 1857

Respectfully,
Yours truly,
J. W. Alden

21-22