M.R:O. 1—82 400—22-11-80

MADRAS RECORD OFFICE.

Government of Madras.

Financial DEPARTMENT.

G.O. No. 219 Press ~~Mis.~~

Dated 13. 4. 1859

B-no 3-4 4/5

Not to be folded or roughly handled

Fort Saint George, Financial Consultation, 19*th April* 1859.

No. 3. Extract from the Minutes of Consultation in the Public Department, dated the 6th April 1859, No. 526.

(*Vide* Diary to Consultation, 12th April 1859, Nos. 5, 6, 6A, 6B and 7.)

(*Communicating copy of a Minute by the Honorable the President suggesting certain alterations in the mode in which the correspondence is conducted between the Home and Indian Governments.*)

No. 4. ORDER THEREON, No. 219; dated 13th April 1859.

To be Recorded.

(Signed) T. PYCROFT,
Chief Secretary.

Exd. A. P. W. Begbie.

No. 526.

Extract from the Minutes of Consultation, under date the 6th April 1859.

Read the following Minute by the Honorable the President, dated 2nd April 1859.

It was understood that the first subject I was to take up was the mode in which the correspondence is conducted between the Home and Indian Governments.

2. This has not been altered since the time when the business of the East India Company was confined to the affairs of a few Commerical Factories. According to the custom of that day, the ill-paid Agents employed abroad were required to report the whole of their proceedings, sending home an exact transcript of every letter which had been written by them.

3. Since the Factories have become Empires, this practice has been productive of the greatest inconvenience. The Home Government is overwhelmed with a mass of correspondence which no physical capacity can master. No sufficient distinction is made between those subjects which are of a perfunctory, and those which are of an important character; and overgrown bodies of Clerks and Printers are kept up, at the Indian Presidencies and in London, at a lamentable cost of money, and still more of misdirected time and labour, for the purpose of carrying on this monster correspondence.

4. The correspondence of the Colonial Office is conducted on a different principle. Each Governor sends to the Colonial Office an Annual Report, or Blue Book, upon the general state of his Government, and he also makes up the Annual Budget, or Financial Exposition, according to a prescribed form—beyond which he is left to follow his own judgment as to the reports made by him. Whatever faults may have been found with our Colonial Administration, it has never been alleged that Her Majesty's Government has been insufficiently informed of what has been passing in the Colonies. The subjects which are really worthy of the attention of the Secretary of State, are brought to his notice in a well prepared shape; and the correspondence of forty or fifty separate Governments, which, under other conditions would be unmanageable, is conducted with regularity and ease. Since 1855-56 the Annual Colonial Blue Book has been adopted into our Indian system, under the name of the Annual Administration Report; but as every thing else has remained unchanged, this has merely made the correspondence still more unwieldy.

5. Immediately upon assuming charge of this Government, I consulted our able and experienced Secretaries, Mr. Pycroft and Mr. Bourdillon, whose joint Memorandum upon the subject has been read in Council. My colleagues agreed with me, that the recommendations contained in this Memorandum should be forthwith acted upon, that is, that leaving the Annual Administration Report to be made as at present, we should report such subjects, from time to time, as are necessary to be reported, each in a separate letter. The selection of the subjects will be ordinarily left to the Secretaries, but the Members of Government, in passing Drafts which dispose of important questions, will also note particular questions as proper to be reported upon. The saving of time, labour, and expence, from this change, especially if it should be adopted in the other Presidencies, and the concentration upon the great interests of India of powers of mind which are at present too much frittered away among a variety of insignificant objects, cannot fail to be productive of great public advantage.

6. Mr. Pycroft's and Mr. Bourdillon's remarks upon the necessity of pruning the redundancy of *writing*, which is carried in this country to the same excess as *speaking* is at home, are perfectly just; and we will depend upon their giving due effect to their sensible, practical suggestions.

7. The Madras Government has, of late years, made great use of the Printing Press, without the aid of which the enormous mass to which its Indian and English correspondence have grown, would have been unmanageable; and the *waste* arising from this excessive correspondence, which formerly existed in the form of interminable copying, has now assumed the shape of unlimited printing. Although upwards of 500 persons are employed on the Government Press in Fort Saint George, it has been found necessary to sanction the establishment of separate Presses for the Education Department, the Board of Revenue, and the Accountant General's Office, and a similar measure was in contemplation for the Adjutant General's Office.

8. Printing can be executed with greater celerity and economy in a single large establishment, under effective Superintendence, than in a number of scattered Presses; and the relief which will be afforded to the Government Printing Press by the reduction of the Home correspondence, will easily enable the Superintendent, Mr. Smith, to undertake to execute the Printing required by the Board of Revenue and the Adjutant General. Instead, therefore, of procuring from England at a heavy additional cost the new Presses and other plant which have been applied for by the Board of Revenue, the existing Printing Establishment and material attached to that Office should be united with those under the charge of Mr. Smith, who will, for the future, be responsible for the prompt and satisfactory execution of the work required by the Board.

9. Even with this additional work, the Establishment of the Government Printing Press will be so large as to make it proper that it should be enquired into by the Commission for the revision of the Public Offices under this Government.

10. One other point requires to be noticed. Having observed, before I left England, that the printing paper used at the Government Press of Madras was of the expensive kind called "*Hand* made, laid Foolscap," I obtained a report upon the subject from the able professional Examiners of Printing at the Stationery Office in London, from which it appeared that only *Machine* made paper is now ordinarily used in printing for Her Majesty's Government, as being both better adapted for printing, and also being obtainable at a greatly reduced cost. On arriving at Madras, I ascertained that attention had been repeatedly called to the same subject here, and that remonstrances had been addressed to the Court of Directors, in consequence of a large quantity of thick, woolly, inferior Hand made paper having been sent to this Government from the India House; a great part of which is still in store. As great pains have been taken of late years at Her Majesty's Stationery Office in the selection of proper qualities of paper, and annual contracts for the supply are made on a large scale, with great fidelity and exactness, I venture to suggest that the Officers charged with this Department at the India House, might, with advantage, be instructed to avail themselves of the Stationery Office Contracts for the supply of paper for India. Such is the consumption of foolscap paper in the Indian Presidencies, that this change alone, irrespective of the economy arising out of the proposed alteration in the Home correspondence, would be productive of a saving of a very large annual amount.

(Signed) C. E. TREVELYAN.

ORDER.—Resolved, that the above Minute be communicated to the several Departments of the Secretariat.

2. *Resolved, also, that paras. 7, 8, and 9, of the Minute, be furnished to the Board of Revenue, to the Adjutant General, to the Commission for enquiring into the state of Public Offices, and to the Superintendent of the Government Press.*

3. Resolved, likewise, that the Superintendent of the Government Press be directed forthwith to take over from the Revenue Board the Presses and Printing Material of every kind in that Office. He will be allowed the amount appropriated by the Board for the payment of their printing establishment, and will make his own arrangements for the entertainment of the necessary compositors and other servants. On the transfer being carried out, all th printing required for the Board will be executed at the Government Press. There will be no distinct department of the Press for the purpose, nor any separate accounts. The papers will be printed as a part of the general business of the Office.

4. The printing for the Office of the Adjutant General will, as heretofore, be executed at the Government Press. No separate Press will be set up in that Office.

(True Extract and Copies.)

/signed/ T. Pycroft

Chief Secretary

To the Revenue Department.
" Public Works do.
" Military do.
" Judicial do.
" Political do.
" Financial do.
" Railway do.
" Ecclesiastical do.
" Marine do.

Exd. F. Cartledge.

Dpts Cons 19 April 1859–
Financial. 1859. Depts.

Extract Minutes Consul-
tation in the Public
Departt. 526.

D/6
19 April 59.

No 156.

Communicating
copy of a Minute
by the Hon: the Pres.
suggesting certain
alterations in the
mode in which the cor-
respondence is con-
ducted between the
Home and Indian Govts

No 219
To be recorded
13 April/59

344