[illegible]

Financial (1898) Department.

ORDINARY PRINTED.

G.O., No. 442 — 443.

DATED 13. 5. 98.

[Despatch Abstract.]

Home dept. No. 10

Official publications

Covering, with remarks, to the depts of the Secretariat & to the Supdt, Govt Press, letter from the GofI forwarding certain instructions in regard to the transmission of ____ to the British Museum, copyright the GofI

I 2811

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 {1898} of Madras.

FINANCIAL.

Recd. } 1898. *Enclosures*

Regd. *Spare copies*

G.O., &c., Nos. 442, 443, 13th May 1898.

MAY.

Official Publications.

Communicating, with remarks, to the departments of the Secretariat and to the Superintendent, Government Press, letter from the Government of India issuing certain instructions in regard to the transmission of — to the British Museum. Copy to the Government of India.

GOVERNMENT OF MADRAS.

FINANCIAL DEPARTMENT.

READ—again the following papers:—

G.O., No. 584, Financial, dated 27th May 1892.

ABSTRACT.—Passing orders on letter from the Government of India bringing to notice certain complaints made regarding the omission to supply the British Museum with certain books published in India, and summarizing the orders which at present regulate the transmission of books and publications intended for that institution with a view to prevent the recurrence of such omissions in future.

G.O., No. 5, Financial, dated 2nd January 1895.

ABSTRACT.—Issuing orders regarding the intimation to be given by the Superintendent, Government Press, to the Financial Department, of all Government publications, including annual departmental administration reports, before they issue from the Press, and the number of copies intended to be sent to the India Office.

G.O., Nos. 382, 383, Financial, dated 7th May 1897.

ABSTRACT.—Advising the Government of India of the despatch of certain publications for the use of the British Museum, and requesting it to furnish certain further information regarding the supply of books to the Museum.

G.O., Nos. 1020, 1020A, Financial, dated 6th December 1897.

ABSTRACT.—Communicating to the departments of the Secretariat, with remarks, letter from the Government of India stating that, whenever a publication has been entered in the Madras quarterly lists prepared under Home circular No. I—11-S, dated 22nd June 1892, a copy may be supplied to the British Museum as a matter of course.

READ—also the following paper:—

From J. P. HEWETT, Esq., C.I.E., Secretary to the Government of India, Home Department (Books), to the Chief Secretary to the Government of Madras, dated Calcutta, the 9th March 1898, No. 286.

I am directed to invite attention to the orders marginally noted for regulating the transmission from India of books intended for the British Museum. These orders require that all official publications, those of an ephemeral or confidential nature excepted, should be supplied to the British Museum through the India Office, quarterly lists of such publications being prepared by the Local Governments and Administrations to enable the authorities of the Museum to check any omissions that may occur in the transmission of books to England. Complaints have from time to time been received that various official publications entered in the quarterly lists have not reached the Museum, and copies have had to be called for from the Local Governments and Administrations. This has caused inconvenience and delay. It has occurred to the Government of India

Home Department Circular No. 8—1037, dated 31st August 1883.
Home Department Circular No. 13, dated 18th January 1892.
Home Department Circular No. I—11-S, dated 22nd June 1892.

that the reason for not transmitting some of the publications in question may have been that, in the Secretary of State's despatch, No. 15, Public (Records), dated the 26th July 1894, an allusion was made to the desire of the authorities of the British Museum to be supplied with all the more important non-confidential official Indian publications. This allusion, I am to explain, was, in the opinion of the Government of India, not intended to preclude the transmission of any non-confidential official publications save those of an ephemeral nature such as are mentioned in the circular of the 31st August 1883 quoted above. I am accordingly to request that in future copies of all the official publications entered in the quarterly list prescribed in the circular * of the 22nd June 1892, may be forwarded regularly for transmission to the British Museum.

* *Vide* margin above.

2. I am further to say that the Government of India have noticed that through oversight entries referring to ephemeral or confidential official publications are occasionally made in these quarterly lists. I am to request that instructions may be issued to secure that such entries are excluded in future.

I am to observe, with reference to paragraph 5 of Mr. Price's letter, No. 383, dated 7th May last, that as the pamphlet on the subject of Investiture was of a semi-confidential nature it should not have found a place in the quarterly list.

3. I am to say that military publications published within a Lieutenant-General's Command should be excluded from the quarterly catalogues of Local Governments, copies of such publications as are intended for the British Museum being transmitted to England through the channel of the Military Department of the Government of India.

4. I am to add that, as in certain instances, imperfect packing appears to have led to mistakes, some such precautions as those specified below appear to the Government of India to be suitable, and I am to request that, if there is no objection, they may be adopted by despatching offices:—

(1) Packets containing copies for the British Museum should be secured with stout twine and sealed, and should bear a printed label stating that the contents are for that institution.

(2) Every enclosure in a packet should bear a small label (such as that in the margin) placed in the left-hand corner of the inside of the cover or of the front leaf of the book, stating that the particular copy so marked is for the British Museum, and that the publication bears a certain number in the local quarterly list.

For the British Museum.
[Serial No. in the List of Official Publications in for the quarter of 189 .]

ORDER—No. 442, Financial, dated 13th May 1898.

Communicated to the departments of the Secretariat and to the Superintendent of the Government Press for information and guidance.

2. On receipt of intimation from the Superintendent, Government Press, of the approaching issue of a publication, the department of the Secretariat concerned will consider whether it is of an ephemeral or of a confidential nature, and if it belongs to neither of these classes will inform the Superintendent, Government Press, of the number of copies to be transmitted to the India Office. Departments of the Secretariat will, in forwarding to the Financial Department the office-notes submitted by the Superintendent in accordance with paragraph 1 of G.O., No. 5, Financial, dated 2nd January 1895, mark all confidential or ephemeral publications as such, and when it is intended to transmit copies of a publication to the India Office will, as at present, intimate the number of copies which will be forwarded.

G.O., No. 5, Financial, dated 2nd Jan. 1895.

3. Vernacular translations of publications and such establishment lists as have not been forwarded hitherto need not be transmitted to the India Office in future.

4. In cases in which it is decided to transmit copies of a publication to the India Office, the Superintendent of the Government Press will, on receipt of the decision of the department of the Secretariat concerned, forward to that department, with a covering note, the requisite number of copies, packing the copy for the British Museum in the manner suggested by the Government of India in paragraph 4 of its letter read above. He will assign a serial number to each such publication, and this serial number will be affixed to the entry of the publication in the quarterly lists of official publications submitted by the Superintendent to the Financial Department with reference to G.O., No. 973, Financial, dated 22nd September 1892. These quarterly lists will, in future, exclude all publications of an ephemeral or a confidential nature, and the Superintendent will, when submitting them, bring to notice cases in which copies of publications included in the list have not been forwarded to the India Office.

5. The Superintendent will observe that it is still necessary that he should, with reference to G.O., No. 5, Financial, dated 2nd January 1895, give notice of the approaching issue of *every* publication, whether ephemeral or confidential.

6. In the case of military publications, the Superintendent will, in future, send the necessary intimation direct to the Deputy Adjutant-General, Madras Command, for the information of the Lieutenant-General Commanding the Forces, by whom it is presumed arrangements will be made for carrying out the instructions conveyed in paragraph 3 of the letter from the Government of India. All such publications will be excluded from the quarterly lists.

(True Extract.)

A. T. ARUNDEL,
Chief Secretary.

To the Deputy Adjutant-General, Madras Command.
" Departments of the Secretariat
" Superintendent, Government Press.
" Librarian.
" Home Despatcher.

ENDORSEMENT—No. 443, Financial, dated 13th May 1898.

Copy to the Government of India, Home Department.

A. T. ARUNDEL,
Chief Secretary.

Ed S. J. Pereira.

[F. / 28]
500—22-2-98

Financial (1898) Department.

CURRENT No. 918

From The G. of I., Home Dept.

Order

No. 286.

Dated 9th March '98

Received 20th " "

Registered 21st " "

Enclosures

Spare copies (not recd)

SUBJECT.

Re: the orders for regulating the transmission from India of Books intended for the British Museum.

R.O

Km
21-3-98.

Putnfs
Dept.
24/3/98

BACK PAPERS.

G.O.	No.	Department.	Date.
	382-3	Finl	of 97
	742-4	—	of 94
	797	—	of 94
	364	—	of 92
			6/92.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

NOTE FOR THE C.A.

Last year the Government of India was addressed on the subject of transmitting books to the British Museum. A provisional ruling was received in December last. The present current is, really, the final reply.

The point on which the ruling was asked was "whether two copies of "every non-confidential official pub- "lication, of which ten copies are not sent "to the India Office, should be trans- mitted." In reply India lays down that "copies of all the official publications "entered in the quarterly lists should "be forwarded.

Ephemeral publications are not to be included in the quarterly lists. This ruling should be applied in the case of every individual publication which is deemed not worthy of being transmitted. There is, however, a class of publications which with two exceptions are never transmitted: viz. "Establishment Lists." Submitted that these may be ordered to be omitted in future quarterly lists. They were ordered to be included because India said (vide para 1 of W. Lyall's letter no 6.D. 732/97) that all official publications are to be entered in the lists. But the Govt. of India now lays down that Ephemeral publications are to be excluded. Draft submitted.

K.T.P.
23.3.98.

* Letter No. 383, Finl., d/7-5-97, printed in G.O. No. 1020, Finl. d/3-12-97. C

* Disposed of by G.O. No. 1020, Finl. d/ 3-12-97. C

Page 3 in C

Para 1 of current

Para 2 of current

Note H.K The four quarterly lists for 1897 are put up. The only lists sent are:- F G

1. Lists of H.M's servants belonging to the Madras Civil Establishments - 3 copies. H
2. Classified list and Distribution Return of establishment, P.W.D. - 22 copies. F

* Para. 3 of G.O. No. 253, Finl. d/ 19-3-95. D

E

L. (through H.C.)

(1) The references in the yellow paper note attached to G.O. No. 1020. 1020 A, Financial, dated 6th December 1897 should have been flagged.

(2) The printing of that note has not been properly edited. What is the use of referring to a note flagged Z.??

(3) I also ordered another set of notes to be printed up in this connection. Where are they?

(4) The note does not go into the question of ephemeral publications. These should be clearly classified and the draft should state the class of publications to be treated as ephemeral.

(5) The note and draft leave out of consideration the question - with reference to para. 3 of India's letter - of who is to forward military dept. publications to the Military Dept. of the Govt. of India.

(6) Para. 4 of India's letter Does the Supt., Govt. Press, forward to the Secretariat Dept. concerned all publications intended for transmission to the British Museum? If so, Why should he not see to the packing, following the present instructions, and to the label. The contents of each packet are, I suppose, intimated to the Secretariat Dept. concerned by the Supt. when he forwards the packets.

(7)

(7) Consult the Ag. Head Clerk who knows about these matters and deal with the matter in a through manner. This should be treated as urgent.

C.M.S.
26-3-98.

(1) Attended to.

(2) An asterisk should have been put in.

(3) The notes connected with G.O. No. 253, Financial, dated 19th March 1895 are in the Press. The delay is because the original G.O. had to be put up with a current and was received back after sometime. Proof corrected and sent to the Press, 15-4-98.

(4) Submitted that it is difficult to classify them. The Govt. of India does not attempt it in any of its orders. In the list of publications exempted from registration in para. 3 of the Govt. of India letter printed with G.O. No. 1985, Public, dated 5th October 1883 (B) the ephemeral publications are not official ones. The only ephemeral official publications I can think of are the establishment lists and college calendars - the former are not transmitted and there are special orders for sending the latter. These orders are on the office notes of the Supt. Govt. Press and are filed in the book file in

the Library.

(5) Please see revised draft.

(6) Except in the case of Archaeological and Epigraphical publications for which a standard distribution list is laid down, the Press sends no books to the secretariats packed up and addressed to the British Museum. In all other cases the packing of the copies intended for the British Museum is done by the Secretariat itself. In the revised draft the Press has been directed to do this.

(7) As the C.A's verbal instructions have since been taken and the draft deals with the subject in detail it is thought that no note is wanted now.

G.J.M.
16-4-98.

Mr. Miss
Sym the draft as corrected
Curt
18/4/98

[G. / 73]
500—7-3-98.

Prof of G.O. re
Publications for the
British Museum
—

* i.e. from the words
"and the Supt &c

NOTE FOR THE CA

With reference to the last sentence in para 4 of this order, please see if the last three lines are correct.

All publications in the list must be transmitted under the orders contained in the last sentence in para 1 of India's letter

Suggested that the last sentence struck out in the typed draft in para 5 may be substituted for the last sentence in para 4 of the printed order

Mac
10/5/98

Mr

The sentence you refer to is an additional safe guard. There should be no such reports but we cannot be too careful. The substitution of the sentence you

Mc
10

If CA. decides to issue the order as it stands please have it numbered & get India's copy

repetition of what is said in
"Three quarters into into ----
---- confid! nature" & Satia
wants all but these to be conf.
I think the G.O. as it stands do
not

Carl
7/4 6:98

[G/24]
1,000-22-11-97.

Financial DEPARTMENT.

Papers to be read in Proceedings:—

All printed except No. 382/3 7/5/98

MOJC

Again GO., No. 584 Fin., dated 27—5—1892
" 5 " " 2—1—1895
Again G.O., No. 382-3, dated 7—5—1897.
" 1020-20A " 6—12—1897
Current No. 918 of 1898, dated 9-3-98, from the Govt of India (A)
" " " 189 , " , "
" " " 189 , " , "

P

Rev.
Com.
Edl.
P.W.D.
Marine
Leg

In C.L.

ORDER. No. 442, dt 13th May 1898.
P.T.

Communicated to the departments of the Secretariat and to the Supt. of the Govt. Press for information and guidance.

2. On receipt of [redacted] intimation from the Supt. Govt. Press regarding approaching the issue of a publication, the dept. of the Secretariat concerned will consider whether it is of an ephemeral or of a confidential nature, and if it belongs to neither of these classes will inform the Supt. Govt. Press of the number of copies to be transmitted to the India Office. Departments of the Secretariat will, in forwarding to the Finl. Dept. the office notes submitted by the Supt. in accordance with para. 1 of G.O. No. 5, Finl., dated 2nd Jany. 1895, [redacted] publications [redacted] confidential or ephemeral and will intimate the number of copies [redacted] be forwarded to the India Office.

Omit in margin

G.O. No. 5, Finl., dated 2-1-95.

will, as at present,

3. Vernacular translations of publications and such establishment lists as have not been forwarded hitherto need not be transmitted to the India Office in future.

4. In cases in which it is decided to transmit copies of a publication to the India Office, the Supt. of the Govt. Press will, on receipt of the decision ~~arrived at by~~ of the dept. of the Secretariat concerned, forward to that dept. with a covering note, the requisite number of copies, ~~intended for the [redacted]~~, packing the copy for the British Museum in the manner suggested by the Govt. of India in para. 4 of its letter read above. He will assign a serial number to each such publication and this serial number ~~should~~ will be affixed to the entry of the publication in the quarterly lists of official publications submitted by the Supt. to the Financial dept. with reference to G.O.No.973, Finl. dated 2nd September 1892. These quarterly lists will in future exclude all publications of an ephemeral or a confidential nature and the Supt. will, when submitting them, bring to ~~the~~ notice cases in which copies of publications included in the list have not been forwarded to the India Office.

5. The Supt. will observe that it is still necessary that he should, with ~~re~~ reference to G.O.No. 5, Finl., dated 2-1-95, give ~~11~~ notice of the approaching issue of every publication whether ephemeral or confidential. ~~Publications which are not transmitted to the India Office will be omitted from the quarterly lists.~~

6. In the case of military publications, the Supt. ~~Govt. Press~~ will, in future, send the necessary intimation direct to the Dy. Adjt. General, Madras Command, for the information of the Lieut. General, Commanding the Forces, by whom it is presumed arrangements will be made for carrying out the instructions conveyed in para. 3 of the letter from the Govt. of India ~~printed above~~. All such publications will be excluded from the quarterly lists.

To
The Depts. of the Sect.
,, Supt. Govt. Press.
,, Dy. Adjt. General, Madras Command.
,, Librarian.
,, Home Despatcher.

Copies to files (G.A. & L.)

Copy to the Govt. of India, Home Dept.

(5)

Jud. C. No 1237

L

Vide the list on page 5 of the Revenue order. The publications marked * should be in our Library and apparently should go to the India Office and British Museum - unless selections from records are specially exempted. Put it a note please & make suggestions for the exercise of due check to ensure that publications printed at district presses being brought to notice at the before issue It will be necessary, I think, to call the attention of all Collectors to the standing orders on the subject.

CMS.
22/4/97

* Only those ticked with black lead × are in the Library - the Librarian, Rev: Scott: has promised to make a search for the others & let me know the result.

Copies of these selections from District Records are

* They were taken over from Revenue.

usually furnished to the Revenue Dept: by the Board of Revenue.

There is nothing to show that they are exempted from the rules relating to the transmission of publications to the India Office.

I've made inquiries in the Revenue Dept & the Librarian says that copies have not been transmitted hitherto. Complete sets could easily be got together now by the Revenue Dept: & forwarded - but before this is done or any rules regarding future publications are issued it is suggested that the reply of the Govt of India to the recent reference about books for the British Museum be awaited. The existing orders may have to be modified - the revised orders could then be issued to the Board of Revenue.

Letter No. 383 Jud: dy. 7. 5 97 on file
S.O. No. 1020/20A Jud: dy. 6 12. 97

Letter No 383 Jud dy 7.5.97 Hastie

* Draft sent to Govt by last mail. cancelled on receipt

As regards the intimation before a publication issues it seems unnecessary in the case of district Presses which do not distribute publications to persons in Europe. ~~the India Office with the exception~~ and some of the Presses are so far away that before orders are passed the publication will have issued. e.g. Ganjam, Godavari Kistna. It would be sufficient if orders are taken by the Collector as soon as the publication has been printed.

Submitted that there will be no harm in allowing this matter to lie over for the present as copies of the publns, the Rev. Dept says, could always be had of the Board or Collectors Offices.

Epc
5/5/97

CS

This is a phase of the Book question that has not

answer before. I'd suggest D to await India's reply to the reference now going to it + that at E may be approved.

CUS
7.5.98

Yes. Books & Publications are always issued as stamped

AD 8/5/98

[G. / 73]
500—7-3-98.

Publications printed at District Presses.

(Flag A)

NOTE FOR THE Ca

The question whether publications issued by District Presses should be treated like Govt. publications issued by the Govt. Press, as regards the transmission of copies to the India Office and the British Museum, was ordered to lie over until final orders have been passed by the Govt. of India on this Govt's letter No. 383 Jud dy 7 May 98. (flagged E)

These orders of the Govt. are printed with G.O. No. 442 Jud dy 13.5.98. (flagged F)

2. It will be observed that only such publications as are forwarded to the India Office are to be entered in the Quarterly Lists of Official publications

Prepared under the instructions in G.O. No 797 A Jud 5 August 1852.

Publications printed at District Presses are not entered in the Quarterly lists, and if it is decided to transmit copies of these publications annual or quarterly lists of them will have to be forwarded to the India office, for the British Museum authorities seem to check the publications they receive with the Quarterly lists prepared by the Supt. Govt. Presses.- (vide letter from the G of I printed with G.O. No 382 Jud of 7. 5. 97.)

Hay E.

3. Submitted that it is not necessary that these publications should be forwarded to the India Office. They are chiefly selections from the records in the Collectors' offices printed for reference purposes and each publication is of interest in a particular district. There are a few letters to Govt., which will be found in the ~~records~~ Consultation bundles & Volumes in the General Record Dept. and there may also be copies of them in the India office. They will be entered in the Press lists of Ancient records under preparation for the India office.

4. Submitted therefore that the rules relating to the transmission of official publications to the India office need not be made applicable to the publications printed by Collectors at District Presses.

11. 2. 98.

5. As regards copies for the Secretariat Library the Board of Revenue forwards to the Rev. Dept. such as are likely to be

useful for reference in that Revenue dept. Those copies with (the Librarian, Rev. Dept. says) be transferred thereafter to the Secretariat Library.

b. If however it is decided to treat these publications like those issued from the Govt. Press, Madras, the following orders will be necessary:—

(1) The Rev. Dept. will have to be asked to cause annual or quarterly lists* to be printed showing the publications issued by District Presses and these lists will have to be sent to the India office through the Financial Dept.

(2) The orders relating to the transmission of publications to the India Office & the British Museum (those readmagainmission G.O. No.

* These lists will have to be prepared in accordance with the instructions in India's letter printed with G.O. 442 Jud. dy 13.5.98

F

F

G

or they may be directed to take orders immediately a publications has issued, in which case a copy of the Pubn. could be submitted.

(2 the orders read again

442 Jud. dy 13.5.98) should be communicated to the Collectors by the Revenue Dept.

(3) Collectors should be directed to adopt the procedure laid down in G.O. No. 5 Jud. dy 3 January 1895. They could intimate to the Rev. Dept. a fortnight before a publication issues, its title & the nature of its contents. The Rev. Dept. will have to dispose of these intimations in the same manner in which similar offers of the Supdt. Govt. Press are disposed of. G.

Esse
19/7/98

CS

Submitted that it is unsafe to have no check on these publications issued

by District Presses. They do consist, as pointed out above, mostly of reprints from the Records but they must apparently be considered to be Government publications. If so, they should be brought to notice on issue in view to a decision being arrived at as to whether copies should be supplied to the British Museum and to the India Office. It would, it is thought, suffice if Collectors were intimated to Fmt: this Revenue instructed prior to the issue of such publications the fact of the approaching issue with full particulars of the contents of the publication and the information required in the Quarterly lists. Revenue could, in transmitting this intimation to Financial, state its opinion as to whether any copies, & if so how many, should be forwarded to the India Office and to the British Museum. If copies it is decided to send copies the Supdt of the Govt. Press might be instructed to include the publication in

Note When If these orders are issued Depts heads of depts might be reminded of the necessity for bringing to notice the issue of all publications printed at Presses other than the Govt. Press, Madras

Cmt

his quarterly list and the Collrs. concerned directed to forward the required number of copies thro' the Supdt. of the Govt. Press to the Financial Dept.

Subd. that Revenue may be consulted u.o. in the foregoing proposal.

Chd
1.8.98.

The P.O. about these reprints. Shows that they are not publications. They are merely printed merely for convenience of reference. There are in fact no publications printed at Dist. towns and it seems some unnecessary to have any of this work in the Quarterly Lists.

Sd/-

L

Both these notes make reveal
Pf.D. 442/3 Fmt. 7/3.5.98

Cmt
8.8.98

Stated by R. K.P. 10.VIII.98

Fmt approved
8/8/98

Stated K.P. 10.VIII.98

returned for signature.

Despatched in print.

Send again G.O., No. 189 . Dated

Current No.

Enclosures to C. No.

Order of Government .. .. ..

Letter of Government.

Statement with ditto.

Papers not filed of, being meant for despatch in original.

N.B.—
A = Print in full.
B = Not to be printed.
P = Print abstract only.
Q = Print heading only.