

Government of Madras

HOME (MISCELLANEOUS) DEPARTMENT.

G.O. No. 409, 24th April 1917

Editors' Table papers

Stating that it has been brought to the notice of Government that some editors of newspapers and journals and institutions neglect to take weekly delivery of — from the Government Press, and requesting the Superintendent, Government Press, to bring to the notice of Government cases in which delivery of papers is not taken within a month.

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Number of copies { Letter.
Order.

N. P.

ORIGINAL

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READ—the following paper :—

From—T. FISHER, Esq., I.S.O., Superintendent, Government Press.

To—the Chief Secretary to Government.

Dated—Madras, the 31st March 1917.

No.—1728.

The Superintendent, Government Press, brings to notice the indifference with which Editors' Table privileges are regarded by certain newspapers, etc., as evidenced by their neglect to take delivery of papers kept for them at the press.

The worst instance is that of the South Indian Association, who have sent for their papers on only four occasions, during the last twelve months, the accumulation having gone on for seventeen weeks at one period.

Reminders are sent to Editors' Table addressees by the press when these accumulations take place, but it is submitted that it is evident that but little value is attached to the papers by some editors and they can be of no material interest when weeks and months have elapsed since they were issued.

The question affects Government of India papers as well as those of Madras and it is suggested that, in view of the present need for economy in paper, those who take delivery of Editors' Table papers may be informed that if papers are left uncalled for for more than a month their names will be removed from the list.

The following is a list of the principal cases, with the periods that papers were left uncalled for during the past year :—

The South Indian Association—5 weeks, 6 weeks, 17 weeks, 16 weeks.

Madras Law Journal—7 weeks, 9 weeks, 5 weeks, 17 weeks.

Christian Patriot—5 weeks, 17 weeks.

Indian Review—8 weeks, 5 weeks, 6 weeks, 7 weeks.

Wealth of India—8 weeks, 7 weeks, 6 weeks.

People's Friend—8 weeks, 5 weeks, 6 weeks.

Indian Emigrant—8 weeks, 9 weeks.

Order—No. 409, Home (Miscellaneous), dated 24th April 1917.

It has been brought to the notice of Government that some editors of newspapers and journals and institutions neglect to take weekly delivery of Editors' Table papers from the Government Press and allow them to accumulate at the press several weeks. The periods for which papers were left uncalled for range from 5 to 17 weeks. The Government are of the opinion that such omission must be due to the fact that the persons concerned attach little value to Editors' Table papers. Editors of newspapers or other institutions in the enjoyment of Editors' Table privileges if they no longer desire to be supplied with Editors' Table papers or any class of Editors' Table papers are requested in future to make known their wishes to the Superintendent, Government Press. The Superintendent, Government Press, is requested to bring to the notice of Government cases in which delivery of papers is not taken within a month.

(True Extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Superintendent, Government Press.
Editors' Table (Order only).

3
NOTES CONNECTED WITH G.O. No. 409, HOME (MISCELLANEOUS),
DATED 24TH APRIL 1917.

[SUBJECT.—*Editors' Table papers.*]

From the Superintendent, Government Press, No. 1728, dated the 31st March 1917.

Submitted that the attention of the Editors of the papers concerned and the South Indian Association may be drawn to the delay in taking delivery of Editors' Table papers from the Government Press and they may be informed, as suggested by the Superintendent, Government Press, that if they allow papers to accumulate at the press for more than a month their names will be removed from the list of newspapers and institutions admitted to the privileges of the Editors' Table.

2. The Superintendent, Government Press, may also, it is submitted, be asked to bring to the notice of Government cases in which papers are left uncalled for at the press for more than a month. A draft order is submitted for approval.

T.C.N.—19-4-17.

P.DER.—20-4-17.

The course of action suggested seems to be suitable; in view of the great importance that is attached to the privilege of obtaining Editors' Table papers and the clamour which is occasionally raised in order to attain it, this state of affairs brought to notice by the Superintendent, Government Press, is significant, showing apparently that the privilege, as that of possessing firearms by individuals, is valued more as a mark of status than for its intrinsic worth.

I submit that we might add to the draft a sentence to this effect:

"Editors of newspapers or other institutions in the enjoyment of Editors' Table privileges but who no longer desire to be supplied with Editors' Table papers or any class of Editors' Table papers are requested in future to make known their wishes to the Superintendent, Government Press."

Government order may be marked for Editors' Table.

E. A. HARVEY—21-4-17.

Yes. Amended draft passed.

R. RAMACHANDRA RAO—23-4-17.

[G.O. No. 409, Home (Miscellaneous), dated 24th April 1917.]

clean copy & draft

Home (Miscellaneous) Department.

Saying that it has been brought to the notice of Govt. that some

Editors' Table papers.---Drawing the attention of the Editors of ~~certain~~ newspapers and journals and institutions to the neglect in ~~not~~ taking to take weekly delivery of ----- from the Government Press and requesting the Superintendent, Government Press to bring to the notice of Government cases in which delivery of papers is not taken within a month.

From the Superintendent, Govt. Press, No.1728, d/the 31-3-17.

ORDER: 409 d the 24-4-17.
Misc.
P.S.

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E.A.H.
21-4-17.

R.R.R.
23-4-17.

To

The Supt., Govt. Press.

" South Indian Association.

" Editors of the

"Madras Law Journal"

"Christian Patriot"

"Indian Review"

"Wealth of India"

"People's Friend"

"Indian Emigrant"

E.T. (order only)

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No.—1728.

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(True Extract.)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Superintendent, Government Press.
Editors' Table (order only).

Forwarded to the

(By Order)

Senior Superintendent.

Please strike & carrying out the alteration

3.5.17

3 MAY 1917

OCTACAMUNE.

Please strike
1221
2/6

ORDINARY.

Seott. II-38-2-15.

PRESS SLIP.

PREFERENCE.

URGENT (a).

DEPARTMENT.

Current No., dated.....191

G.O. No. 409, dated 24.4.1917.

(b)

Number of MS. pages sent { Correspondence.....2
(b¹)
Notes.....2

Brief subject.....Editors' table papers

(c) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).	E. T. copies to supply requisitions for purchase by the public.	Complete correspondence and orders.	Notes.
FOR RECORD.*			
Madras Records ...	4	21	12
Ooty Records ...		3	3
For filing with original			
Total ..		25	16

FOR ISSUE.†

	Letter only.	Complete G.O.	(d) Special issue copies of G.O.		Notes.
			No.	Papers.	
Signature copies.....					
India Office.....					
Govt. of India.....Dept.					
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
Educational Department.....Dept.					
Public Dept.....					
Judicial Dept.....					
Political.....					
Financial Dept.....					
Marine Dept.....					
Ecclesiastical Dept.....					
Total ..					
Spare copies	The.....				
	The.....				
	The.....				
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	The.....				
	The.....				
	The.....				
	The.....				
	The.....				
	The.....				
	The.....				
	The.....				
Total ..					

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b¹) For rules regarding printing of notes, see rule 315 of the office Manual.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the righthand side, only the first time when they appear on the left side, the initials alone being printed later.

* Copies distributed on ‡(Press Clerk).

† Copies distributed on ‡(Press Despatcher).

‡ To be initialled and dated.

P.T.O.

TO PRESS, MADRAS OOTY.

A

Please send proof in duplicate. The papers have been carefully edited.

B

Proof returned corrected. Please strike off and send number of copies as indicated.

C

As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.
Type may be released after usual interval.

Referencer.
Clerk.

Referencer.
Clerk.

Referencer.
Clerk.

Supdt.

Supdt.

Supdt.

SPECIAL INSTRUCTIONS.

Pro

*With you kindly furnish
proof by to-morrow if possible*

Jan

304.17

Recd 30/4

TO BE FILLED IN BY THE PRESS.

Diary.

Initials of
Press official.

Received in Press on.....	
First proof furnished on.....	
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	
Final copies supplied on.....	

Account of copies.

Complete
copies.

Notes.

Issue
copies.

Special
E.T. edition

Supplied to Secretariat for Record.....				
" " " Issue.....				
" " " for Extra E.T. copies to supply requisitions for sale to the public.				4
For Volumes.....				
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...				