

Judicial (1895) Department.

ORDINARY PRINTED.

G.O., No. 99.

DATED 16 Jan. 1895.

INDEXED.

[Despatch Abstract.]

BLACK MARK RULES

Issuing -- for the Police, Jail and Salt and Abkari
Departments.

BACK PAPERS.

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	180 198/9		26/1/94				

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				3-5-95			

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Gobt. of {1895} Madras. JUDICIAL.

Issued

Recd.

Encl.

G.O., 16th January 1895, No. 99.

JANUARY.

Black Mark Rules.

Issuing — for the Police, Jail and Salt and
Abkari Departments.

GOVERNMENT OF MADRAS.

JUDICIAL DEPARTMENT.

READ—again the following paper :—

G.O., dated 26th January 1894, Nos. 198, 199, Judicial.

ABSTRACT.—Directing the Inspector-General of Jails to submit a revised list of corrections to the Madras Jail Code, and addressing the Government of India on the subject of the mark rules.

READ—also the following papers :—

From the Commissioner of Salt, Abkari and Separate Revenue, and Inspectors-General of Police and Prisons, to the Chief Secretary to Government, dated Madras, 13th September 1894.

In accordance with the instructions contained in clause (1) of G.O., dated 26th January 1894, No. 198, Judicial, we have the honour to submit, for the approval of Government, the accompanying draft of rules for the working of the black mark system in the Salt and Abkari, Police and Jail departments.

2. In this draft the instructions of Government conveyed in the above named Proceedings have been carried out, and if approved and sanctioned, the black mark rules in force in the three departments will be identical in most material points.

3. There are, however, two points on which complete agreement cannot be arrived at, and before noticing these we desire to point out that while the avoidance of glaring discrepancies between the rules in force in the several departments is desirable entire uniformity can be attained only at the expense of efficiency. The Salt and Abkari, Police and Jail departments being entirely unconnected one with the other, the existence of divergences, when necessary, is not open to serious objection, while the differences between the conditions of service in the three departments render them unavoidable.

As in the Salt and Abkari department black marks are awardable by Inspectors while in the Police they can be awarded only by Superintendents and Assistant Superintendents and in the Jails by Superintendents, the working of the rules is unlikely to be uniform, even if the rules themselves are strictly identical.

4. The first point in which agreement appears impossible is in regard to the penalty of suspension as a consequence of three black marks in cases where reduction is impossible. This penalty has not hitherto been in use in the Police and Jail departments, and the members of the committee representing those departments are agreed that it is undesirable to introduce it. The small force of constables present at an outlying station and the small strength of warders available in many of the minor jails would be seriously crippled by two or three men being suspended. There are also general objections to suspension as a frequent form of punishment. On the other hand in the much larger establishments of the Salt and Abkari department, the suspension of a few men would not cause inconvenience, while suspension as a form of punishment is not objected to by the head of that department. If absolute identity in the black mark rules must be reached, irrespective of any other considerations the draft rules as approved by the majority of the committee exclude the punishment of

suspension, but it appears to us that there would be no valid objection to allowing the Salt and Abkari department to retain a different rule on this point and the modifications which that department wish to preserve are shown in italics against rules 1, 4, 5 and 6 and 10.

5. The second point of difference occurs in regard to the cancellation of black marks by good conduct. In the Police department the existing rule provides that when an officer has more than one black mark against him, he shall not be able to cancel those black marks one by one, but shall be required to put in uninterrupted good conduct for a consecutive period of six months to cancel two black marks and for a consecutive period of nine months to cancel three black marks. Colonel Porteous states that this rule has worked well and he is opposed to its being altered. In the Salt and Abkari and in the Jail department, on the other hand, it has been the rule to allow each black mark to be separately cancelled by three months' uninterrupted good conduct. To adopt the more stringent Police rule would, in jails at any rate, where the whole force is constantly under the close and immediate supervision of the Superintendent, be liable to result in warders being unable to clear themselves of black marks within a reasonable time and consequently the majority of the committee prefer to retain in force in the Salt and Abkari and Jail departments. In this case also, however, it would probably be wise to sacrifice complete uniformity and to allow the Police department to retain the special form of rule noted in italics against rule 7.

6. No other part of the rules appear to call for special notice.

7. We regret the delay which has occurred in the submission of this report. It has been found difficult to secure a meeting between the three members of the committee, each of whom has to travel frequently.

ENCLOSURE.

Draft Black Mark Rules framed by the Committee appointed in G.O., dated 26th January 1894, No. 198, Judicial Department.

Modifications proposed by dissentient members.

1. Together with every punishment, whether by fine, reduction or suspension, one black mark shall be awarded. If the officer awarding the punishment omits to record the award of a black mark also, the award of the punishment shall be held of itself to carry a black mark with it.

Provided that reduction, under the black mark system shall not itself carry a black mark.

Provided also that forfeiture of pay as distinguished from a formal fine, shall not be deemed a punishment within the meaning of this rule.

2. One black mark may also be awarded in lieu of other punishment.

3. Not more than one black mark shall be awarded for any one offence.

4. Three black marks shall entail reduction of class or grade, or in cases in which such reduction is impossible, [reduction to the bottom of the class or grade to which the offender belongs.]

5. Six black marks shall entail dismissal.

6. Reduction taking place as a consequence of three black marks cancels those black marks.

[Proposed to be added in the Salt and Abkari Department—"or suspension".]

Proposed to be substituted in the Salt and Abkari Department—"suspension for a term not exceeding one month."

[Rules 5 and 6. Proposed to be substituted in Salt and Abkari Department:—

Reduction or suspension taking place in consequence of three black marks mentioned in rule 4 cancels them, but two such reductions or suspensions following each other within six months will entail dismissal unless there are special reasons which should be recorded in writing by the Assistant and Deputy Commissioners and be reported to the Deputy Commissioner or Board for approval.]

7. Uninterrupted good conduct for a period of three months shall cancel one black mark, and each successive period of three months' uninterrupted good conduct shall cancel one black mark, provided that twelve months' uninterrupted good conduct shall cancel all black marks.

8. Black marks shall take effect from the date of the offence unless otherwise stated.

9. The existence of one or more black marks against a man shall bar promotion, but not leave.

10. When a black mark is awarded, the order and copy of it furnished to the delinquent shall state the number of black marks outstanding against such delinquent, a warning be added, when recording two or five black marks that the next will entail reduction [the placing of his name at bottom of the list] or dismissal.

11. The above rules must be strictly enforced, provided that in any case in which the officer awarding the black marks considers that the application of the rules will result in hardship to the offender, he shall refer the case for orders.

12. Care must be taken not to award a black mark on every occasion on which it may be necessary to warn or reprimand an officer. A black mark should only be given when, but for these rules, a fine would be imposed.

[Rule 7: proposed to be substituted in Police department:—

The following periods of uninterrupted good conduct wipe off all black marks shown opposite to them:—

Three months	..	One black mark.
Six "	..	Two black marks.
Nine "	..	Three "
Twelve "	..	All black marks.]

[Proposed to be substituted in Salt and Abkari department—"suspension".]

Proceedings of the Board of Revenue (Separate Revenue), dated 27th September 1894, No. 4947-Sub.

ABSTRACT.—Forwarding a copy of Circular Order I of 1886 (Revised), dated 4th May 1892 (Salt and Abkari Department), regarding rules for the award of black marks, &c.

ORDER—dated 16th January 1895, No. 99, Judicial.

The proposed Black Mark Rules for the Police, Jail, and Salt and Abkari departments meet with the general approval of Government, but in a few points they seem to need amendment as indicated below:—

(1) By Police and Jail rule 5, six black marks entail dismissal, but, by rule 4, three black marks entail reduction and, by Police and Jail rule 6, this reduction cancels the three black marks; the result is that a man can never be dismissed from the Police and Jail departments under the black mark system unless he is at the bottom of the lowest class or grade. This was probably not intended and the Government thinks that Police and Jail rule 4 should be amended by substituting the words "removal of the offender's name to the bottom of the class or grade to which he belongs" for the words "reduction to the bottom of the class or grade to which the offender belongs". The effect will be that the removal of a man's name to the bottom of his class or grade, which is not a substantive punishment, will not cancel the three black marks on account of which it is made. But, in order that inconvenience may not be caused by the rigidity of the rule relating to the dismissal of persons against whom six black marks are outstanding, Police and Jail rule 5 will be prefaced by the words "unless the offender is specially exempted by the Deputy Inspector-General of Police or the Inspector-General of Prisons, as the case may be."

(2) The meaning of Police rule 7 is not obvious on the face of it but is explained in paragraph 5 of the Committee's letter. The Government remains of opinion that in all three departments the rules should provide for the gradual removal of black marks and the rule accepted for the Salt and Jail departments should be adopted in the case of the Police also.

(3) For rule 10 should be substituted the following:—

"When a black mark is awarded, the order and the copy thereof furnished to the delinquent shall state the number of black marks outstanding against such delinquent, and a warning shall be added, when recording two or five black marks, that the next will entail reduction, the placing of his name at the bottom of the list or dismissal, as the case may be."

2. With these remarks, the Government sanctions, under section 60 of the Prisons Act, 1894, and section 9 of Act XXIV of 1859, the draft black mark rules and directs that they be inserted in the Jail Code and Police Order Book in substitution for those already existing therein. The necessary orders regarding the rules for the Salt and Abkari department will be issued in the Revenue department.

(True Extract.)

E. GIBSON,
Ag. Chief Secretary.

To the Inspector-General of Police.
" of Prisons.
" Revenue Department.

Draft Black Mark Rules
framed by the Committee appointed
in G.O. 26th January 1894 N^o 198 J.D.

Modifications proposed by dissentient
Members.

48h

1. Together with every punishment, whether by fine, reduction or suspension, one black mark shall be awarded. If the officer awarding the punishment omits to record the award of a black mark also, the award of the punishment shall be held of itself to carry a black mark with it.

Provided that reduction, under the Black Mark system shall not itself carry a Black Mark.

Provided also that forfeiture of pay as distinguished from a formal fine, shall not be deemed a punishment within the meaning of this Rule.

[Proposed to be added in the Salt and abkari Department — "or suspension"]

2. One black mark may also be awarded in lieu of other punishment.

3. Not more than one black mark shall be awarded for any one offence.

4. Three black marks shall entail reduction of class or grade, or in cases in which such reduction is impossible [reduction to the bottom of the class or grade to which the offender belongs].

Proposed to be substituted in the Salt and abkari Department:—"Suspension for a term not exceeding one month."

5. Six black marks shall entail dismissal [Rules 5 and 6. Proposed to be substituted in Salt and abkari Department:—

6. Reduction taking place as a consequence of three black marks cancels those black marks.

Reduction or suspension taking place as a consequence of three black marks mentioned in Rule 4 cancels them but two such reductions or suspensions following each other within 6 months will entail dismissal unless there are special reasons which should be recorded in writing by the Assistant and Deputy Commissioner and be reported to the Deputy Commissioner or Board for approval.

7. Uninterrupted good conduct for a period of three months shall cancel one black mark, and each successive period

[Rule 7] - proposed to be substituted in Police Department -

period of three months uninterrupted good conduct shall cancel one black mark provided that 12 months uninterrupted good conduct shall cancel all black marks opposite to them

8. Black marks shall take effect from the date of the offence unless otherwise stated.

3 months	—	one black mark
6 "	—	two black marks
9 "	—	three "
12 "	—	all black marks.

bgh

9. The existence of one or more black marks against a man shall bar promotion, but not leave

10. When a black mark is awarded, the order and copy of it furnished to the delinquent shall state the number of black marks outstanding against such delinquent, a warning be added, when recording two or five black marks that the next will entail reduction [the placing of his name at bottom of the list] or dismissal.

[Proposed to be substituted in Salt and alkali Department - "suspension"]

11. The above rules must be strictly enforced, provided that in any case in which the officer awarding the black marks considers that the application of the rules will result in hardship to the offender, he shall refer the case for orders.

12. Care must be taken not to award a black mark on every occasion on which it may be necessary to warn or reprimand an officer. A black mark should only be given when, but for these rules, a fine would be imposed.

[Handwritten signature]

CURRENT ~~Camp~~ Madras
13th September 1894
D^d 14th — do —

28

To

The Honble Mr. J.F. Price C.S.I.
Chief Secretary to Government.

Sir,

In accordance with the instructions contained in clause (1) of G.O. 26th January 1894, we have the honour to submit for the approval of Government the accompanying draft of rules for the working of the Black Mark System in the Salt and Abkari, Police and Tail Departments.

2. In this draft the instructions of Government conveyed in the above named Proceedings have been carried out, and if approved and sanctioned the Black Mark Rules in force in the three departments will be identical in most material points.

3. There are however, two points on which complete agreement cannot be arrived at and before noticing these we desire to point out that while the avoidance of glaring discrepancies between the rules in force in the several Departments is desirable entire uniformity can be attained only at the expense of efficiency. The Salt and Abkari, Police and Tail Departments being entirely unconnected one with the other, the existence of divergences, when necessary, is not open to serious objection, while the differences between the conditions of service in the three Departments render them unavoidable.

Labl⁴

5083

As in the Salt and Abkari Department Black marks are awardable by Inspectors while in the Police they can be awarded only by Superintendents and Assistant Superintendents and in the Tails by Superintendents, the working of the rules is unlikely to be uniform, even if the rules themselves are strictly identical.

4. The first point in which agreement appears impossible is in regard to the penalty of suspension as a consequence of 3 black marks in cases where reduction is impossible. This penalty has not hitherto been in use in the Police and Tail Departments and the members of the Committee representing those Departments are agreed that it is undesirable to introduce it. The small force of Constables present at an outlying station, and the small strength of warders available in many of the minor Tails would be seriously crippled by 2 or 3 men being suspended. There are also general objections to suspension as a frequent form of punishment. On the other hand in the much larger Establishments of the Salt and Abkari Department, the suspension of a few men would not cause inconvenience, while suspension as a form of punishment is not objected to by the Head of that Department. If absolute identity in the Black mark Rules must be reached, irrespective of any other considerations the draft rules as approved by the majority of the Committee exclude the punishment of suspension, but it appears to us that there would be no valid objection to allowing the Salt and Abkari Department to retain a different rule on this point and the modifications which that Department wish to preserve are shown in red ink against Rules 14, 526 and 10.

5. The second point of difference occurs in regard to the cancellation of Black Marks by good conduct. In the Police Department the existing rule provides that when an officer has more than one black mark against him, he shall not be able to cancel those Black Marks one by one, but shall be required to put in uninterrupted good conduct for a consecutive period of six months to cancel 2 black marks and for a consecutive period of

of 9 months to cancel 3 Black marks. Colonel Porteous states that this rule has worked well and he is opposed to its being altered. In the Salt and Abkari and in the Tail Department on the other hand it has been the rule to allow each Black Mark to be separately cancelled by 3 months uninterrupted good conduct. To adopt the more stringent Police rule would in Tails at any rate, where the whole force is constantly under the close and immediate supervision of the Superintendent be liable to result in warders being unable to clear themselves of Black Marks within a reasonable time and consequently the majority of the Committee prefer to retain in force in the Salt and Abkari and Tail Departments. In this case also, however, it would probably be wise to sacrifice complete uniformity and to allow the Police Department to retain the special form of Rule noted in red ink against rule 7.

6. No other part of the rules appear to call for special notice.

7. We regret the delay which has occurred in the submission of this Report. It has been found difficult to secure a meeting between the three members of the Committee, each of whom has to travel frequently.

We have the honour to be
Sir,

Your Most obed^t Servants

A. J. Arnold
Commissioner of Salt Abkari
& Separate Revenue

[Signature]
Imp. General of Police

A. G. Cardew.
Imp. General of Prisons

8-3-94 - 580 width
26-1-94 - 198-49
S.A. 1944: 19.9.91
4647-2.9.88

CURRENT NO. 583

From

The S. G. Police, Jails &
Comm. of Salt & Abkari.

For order

Dated 13
Recd 14 } Sept. 1994
Regd 17 }

Encls one

Forwards Draft Black
Mark Rules for approval
of Govt.

Office. 25/9/94. Please put up for 2-9-85, 4647 Rev
order No. 156, Rev. Asst. Comm. Circular
order No. 1 of 1886 (Revised), 3/4 May 1892, 40
8.3.8-3-94, 12-580 if returned to the
24/9.

As Received
at No. 26/9

Note: The 75 & 91 Rev. paper put up. For the 1st

9.187, Memo. Sent to R.D. regarding Memo. Co.
Send it to Govt. Office. 26/9

As 18/10/94. This has been given. 26/9
18/10/94. This has been given. 26/9

SALT AND ABKARI DEPARTMENT.

CIRCULAR ORDER No. I OF 1886 (REVISED).

Dated May 4, 1892.

Rules for the award of Black Marks, &c.—The following rules are prescribed for the award of black marks and other forms of punishment of subordinates and for the record of the official character of all officers of the Department:—

(1) Petty fines should not, as a rule, be awarded for petty offences. Black marks should be given instead.

(2) Three black marks will entail reduction, or in cases in which reduction is not possible (*e.g.*, in those of a clerk on rupees fifteen or of a peon on rupees six) suspension for a term which will not ordinarily be less than three months.

(3) Reduction or suspension taking place in consequence of three black marks mentioned in rule (2) cancels them, but two such reductions or suspensions following each other within six months will entail dismissal, unless there are special reasons which should be recorded in writing by the Assistant Commissioner (or Deputy Commissioner) and be reported to the Deputy Commissioner (or the Board) for approval.

(4) A period of three months' uninterrupted good conduct will cancel one black mark.

(5) The existence of a black mark is a bar to promotion.

(6) When two black marks have been recorded against an officer, he should be carefully warned that the next black mark will entail reduction or suspension. When an officer has been awarded two black marks within six months of a reduction or suspension under rule (2), he should be carefully warned that the reduction or suspension resulting from another black mark within the same period of six months will render him liable to dismissal under rule (3).

(7) Fines and other punishments which it may be found necessary to impose count as black marks.

(8) Not more than one black mark is to be awarded at the same time. If an offence is of such a nature as to call for more severe punishment, it should be otherwise dealt with.

(9) Black marks take effect from the date of the offence for which they are awarded, unless the contrary is clearly stated.

(10) When three black marks have accumulated against a Petty Officer or Peon, the Inspector will at once report to the Assistant Commissioner in Form A-12 (*vide* Circular Order No. V of 1889, para. 35) giving a short account of each offence, and requesting orders as to the punishment to be inflicted.

(11) Inspectors will enter all black marks awarded by them in the monthly return of fines and stoppages made from the pay of public servants (No. 31 in Circular Order No. VI of 1883) submitted by them to the Assistant Commissioner, who may either confirm, modify or cancel the Inspector's orders, as he may deem fit.

Commissioner's Proceedings, 3rd July 1880, No. 4161.
Do. 21st April 1884, No. 2832.
Board's Proceedings, 31st August 1891, No. 385.

8-3-94-580 hnd Ah

26-1-94-19844 hnd

CIRCULAR ORDER NO. 1 OF 1886 (REVISED).

PARAS. 2-5. Rules regarding the award of black marks and other forms of Punishment of Subordinates.

2. **Exceptions to the General Rules.**—The above rules are general rules only. Special exceptions may occur. For instance, a man may be awarded three black marks at intervals of nearly three months each. He would probably not be considered to deserve reduction though no black marks would have been actually cancelled. Again, there might be special cases of promotion in spite of black marks.

Commissioner's Proceedings, 3rd July 1880, No. 4161.

3. **When Black Marks are to be awarded.**—Care must be taken not to award black marks on every occasion on which it may be necessary to reprimand a man. They should only be given, when, but for these orders, fines would have been imposed.

Commissioner's Proceedings, 3rd July 1880, No. 4161.
Do. 11th November 1881, No. 8789.

4. **Defaulter Books and Conduct Registers.**—In order to ensure a proper and continuous record of the character of officers, the following Registers will be maintained :—

A.—**DEFAULTER BOOKS**, to be kept

- (a) by *Inspectors*, for every man in the Circle below the grade of Assistant Inspector,
- (b) by *Assistant Commissioners*, for every man in the Sub-Division below the grade of Assistant Inspector and above the grade of Petty Officer, and
- (c) by *Deputy Commissioners* for Sub-Inspectors and Clerks on rupees thirty and upwards.

N.B.—The Defaulter Books kept by Assistant and Deputy Commissioners will be used also for the respective office establishments subordinate to those officers; and a similar book will be kept by the Assistant Secretary to the Commissioner for the Board's Office Establishment.

B.—**CONDUCT REGISTERS**, to be kept

- (a) by *Deputy Commissioners*, for Sub-Inspectors and Clerks on rupees thirty and upwards, and
- (b) by the *Secretary to the Commissioner*, for Inspectors and Assistant Inspectors.

Commissioner's Proceedings, 3rd July 1880, No. 4161.

5. **Instructions regarding the Maintenance of Defaulter Books.**—Defaulter books are intended for the record not only of all punishments awarded but for the entry of good work done by subordinate officers. The latter class of entries will be written across the whole page. Such remarks as to good work may be made by Inspectors only for Petty Officers and Peons; by Assistant Commissioners only for the members of their office establishments and for clerks drawing less than rupees thirty per mensem; and by Deputy Commissioners for Sub-Inspectors and clerks on Rs. 30 and upwards. Such entries will be communicated by the officer making them for copy in the Defaulter Book of his subordinates in the same way as black marks.

Entries may be made in Defaulter Books by a clerk under the instructions of the officer ordering them, but must be initialled by the officer.

CIRCULAR ORDER NO. 1 OF 1886 (REVISED).

Rules regarding the award of black marks and other forms of Punishment of Subordinates. PARAS. 6-9.

6. **Instructions regarding the Maintenance of Conduct Registers.**—Conduct registers are confidential records, intended for such entries regarding character, ability and physical capacity as may enable a new Commissioner or Deputy Commissioner fairly to estimate the claims of officers to promotion and the localities in which it is advisable to employ them. No entry may be made therein save in the handwriting of the Secretary to the Commissioner (or other officer specially empowered by the Commissioner) or the Deputy Commissioner, as the case may be.

Commissioner's Proceedings, 3rd July 1880, No. 4161.

7. **Entries to be made in Defaulter Books, &c., in cases of mere suspicion.**—Subject to the limitation prescribed in para. 5, both Defaulter Books and Conduct Registers may contain entries of cases in which grave suspicion has been excited against an officer, but nothing has been absolutely proved and no punishment has been awarded.

Commissioner's Proceedings, 3rd July 1880, No. 4161.

8. **Entries in the Defaulter Book to be copied and sent in the case of Officers transferred.**—When an officer is transferred from one Circle, Sub-Division or Division to another, a true copy of all entries whether cancelled or not relating to him in the Defaulter Book (or Conduct Register, as the case may be) should be sent with his last pay certificate to his new superior, by Inspectors for all officers below the rank of Assistant Inspectors; by Assistant and Deputy Commissioners for members of their office establishments; and by Deputy Commissioners for all officers respecting whom they have entries in their Conduct Registers.

Commissioner's Proceedings, 3rd July 1880, No. 4161.

9. **Cancelled Black Marks to be ruled off.**—As black marks are cancelled under para. 1, rule 4, they should be ruled off in red ink in the Defaulter Book.

Commissioner's Proceedings, 3rd July 1880, No. 4161.

W. S. MEYER,

Ag. Secy. to the Commr. of Salt,
Abkari and Separate Revenue.

To Deputy and Assistant Commissioners of Salt and Abkari Revenue and Officers in charge of Circles, with spare copies to the latter for distribution to Factories.
Copy to the Secretary to Government, Revenue Department.

Vp.

2

CURRENT NO 5283

62

Printed at short notice
6/11/94



absent

Proceedings of the Board of Revenue

(Separate Revenue),

Dated 27th September 1894

No. 4947. Sub.

Read Memorandum from the Registrar,
Revenue Secretariat, Government Office, dated
26 September 1894^{for} C. No. 5083 Judicial

Resolution

Ordered accordingly.

(True Extract.)

Commenced to
Assistant Secretary

To the Under Secretary
to Government
Judicial Department

1894
Lad. O. D.
No. 1
C. No. 5283

Ed
NBR
27-1

NBR

Note: Mr. P. S. 191 Rev. papers sent up. From Mr. ...
9.1893, Memo. Sent to P. D. regarding ...
Send it to ...
26/9
26/9
26/9

CT No 5083/94.

1894.
CURRENT NO 5283
Board of Revenue.
(Separate Revenue)
Madras

To

The Under Secretary
to Government

Judicial Department

Dated 27th September 1894

No 4947. Sub

(Ordering the supply
to Government of a copy of
Circular Order I of 1886 -
(Revised) dated 4th May 1892,
(Salt and Akkari department)
regarding rules for the
award of Black marks etc.)

Note for C.

Under Mr's personal
orders these two drafts
are to go to Col. Porteus
& Mr. Cardew (D.O.) for
remarks before issue.
D.O.s for C's approval
& signature are therefore
put up.

29 Nov.

Office

Send this up to C. with
fair copies of the following
D.O.s. W.P. 444 17/30 Nov/94
30/11
My dear Porteus,
Before issuing orders
on the subject of the Black
marks, Govt wishes to
have your opinion on the
proposed G.O. of which a
proof is enclosed. A
copy of a draft G.O. on
Cardew's proposals for
the introduction of a
system of Good Conduct
allowances into the Jail
Dept. is also enclosed
for your information &
remarks, if you think
any necessary.

A copy of this draft
has been sent to
Cardew also for
remarks.

Respectfully
Yours,
D.O. W.P. 445. 30/11
My dear Cardew, 17/30 Nov/94
Enclose two draft
G.O.s, one on the Black
mark system, the other on
the Jail Good Conduct.

Yrs sincerely

29/11

Nobleza Office

Have the proofs corrected
as shown before sending
them to Col. P. & Mr. C.

h

BACK PAPER, No. 80 30.11.94: 2912 or 189
+ Encl. 508345283

FURTHER PAPER, No. 50 747/94/M

1751/94 (23 Bde)

DEMI-OFFICIAL.

DEMI-OFFICIAL DATED 30-11-94

No. 444 + 445

When given for copying

[Despatch Abstract.]

Soliciting the remarks of Messrs
Gardew + Porteous on the proposed
g.o.s. re: the Black mark
System & the Jail good conduct
mark system.

D. O.
Current No. 747

DEPARTMENT.

From

A. G. Gardew Esq.

No.

Dated 6th Dec 94

Received 8th...
Recd 8th....
Enclosures

SUBJECT.

Deprecating the amendment of
Rule 4, suggested in clause (i) of
the g.o. on the Black mark Rules
& the proposed Jail good conduct
System as the measure would
be attended with disadvanta-
geous results.

Measure kept the true Col! P. L. 10/13 is
also no. 11/12

50444/5. 30-11-94. 23

Government viz. to prevent a man's
dismissal under the Black Mark
Rules unless and until he reaches
the lowest class or grade. If the Rules
are too severe, it will be impossible to furnish men
for fear of losing useful officers. I shall be glad
of the Police Rules to help me in the preparation
of the Tail Good Service Rules, and I beg to say
that the proposals of Government on this subject
as contained in the draft G.O. appear to me
to be open to no objection.

Yours sincerely,
A. G. Gordon.

The Honble Mr. Price C. S. J.

Not seen by CS
JDS
8/12

747
OFFICE OF INSPECTOR GENERAL OF JAILS,
Trichinopoly. C. XII. 1894.
-8 DEC. 1894

My Dear Mr. Rice,
I beg to acknowledge receipt
of your D.O. Letter dated 30 November 1894, enclosing
draft G.O's on the Black Mark Rules and the
proposed Tail Good Conduct system.

It is the opinion of all the Superintendents
whom I have consulted on the matter that the
chief danger of the new Black Mark Rules
will be that of running useful men out of the
service too rapidly on petty reports. Tail War-
ders are not scattered about a district, like
the Police or Salt Officers, but are every hour
of the day under close supervision. Hence re-
ports against them are far more frequent, small
matters, such as being dirty on parade, not marching
gangs in proper order, sitting down while in charge
of prisoners, being necessarily noticed & corrected.
The new Black Mark Rules will, accordingly, have
to be worked with great care, especially in Cen-
tral Jails, where a fairly high standard of smart-
ness is expected. I, therefore, deprecate the amend-
ment of Rule 4 suggested in clause (1) of the G.O. I
think the Committee intended the result noticed by

250
31
D.O. 757
Chief Office of Inspector General of Police.

Madras ¹¹ Decr 1894

My dear Price

I return the proof of the proposed Government Order on the subject of Mark System received with your official of 30 letters.

The amendments in rules 4 and 10 are I think an improvement.

Police rule 7 having worked well, I regret that Government remains of opinion that in all three departments the rules should provide for the gradual removal of Black marks.

Thanks for copy of draft G.O. on Cardew's proposals for the introduction of a system of good conduct allowances. I have just received the orders of Government on my proposals on this subject.

Yours sincerely
[H. J. Fortnum]

Done
8/11
Should address this.
MM

The rule as amended seems
to me quite right - Mr Cardew
has already strongly objected
to suspension as a consequence
of an accumulation of B.M.s
on the ground that, with his
small staff, he cannot afford
to suspend men. I should
say that the best way would
be to prepare Rule 5 by
the words: - "unless the offender
is specially exempted by
the S. of Prisons, the D. of
Police, or the D. of S. & A. R.,
as the case may be." Then
there wd be discretion which
wd enable the dept concerned
to keep a good man who had
inadvertently run to his teeth
in the way of B.M.s, or to get
rid of a bad one, at option.
What do you think
of that? MM
22/12/94

No objection is raised to
the draft G.O. about the last
Good Conduct Allowances
so it may issue.
2. Col. Porteous regrets the
determination of Govt.
to enforce in all three
departments the same
rule as to the cancellation
of Black Marks.
Mr Cardew objects to
the amendment of B.M.
Rule 4 proposed by Govt.
on the ground that it will
unduly facilitate the
removal of men.
There is force in Mr Cardew's
remarks, but it should be
remembered that one B.M.
will be cancelled by each
period of three months
uninterrupted good service,
so it is probable that
dismissals under the B.M.
Rules as proposed to be
revised by Govt. will not be
so frequent as Mr Cardew
anticipates.
On the whole, the best plan
will perhaps be to make
the proposed Salt Rules
relating to this subject
applicable to all three
departments; in other words
to substitute suspension,
when reduction of class or
grade is impossible, & to
demand that dismissal shall
follow two suspensions or
reductions within three months.

of each other.

If this is agreed to, the
Salt Rules will need some
amendment as to the persons
by whom special reasons
should be recorded & to whom
the same should be reported.
In the Police Dept., the recording
officer may be the Asst. or
Dt. Supt. & the officer reports
to the D.I.G.
In the Jail Dept., the Supt.
will record the reasons &
report them to the I.G.

18 Dec
21/12/94.

Black Mark
Rules

Please show draft orders
on these currents

MS
24/10/94

C. No 4215 & 5083 & 5283

C. No 4215 contains the
proposed Good Conduct Allowance
Rules. H.M. desires to see
the revised Black Mark
Rules before disposing of
that current & C. No 5083 which
contains the B.M. rules is
therefore subm? linked.
2. Regarding the G.C.A. Rules
H.M. observed that they
should appear in the Police
Order Book; this is certainly
so. Col. Porteous will not
confuse the Police Order
Book & the Police Weekly
Circular again, as the
difference between them
has been pointed out in
G.O. 27 Sept. 1894, No 2341,
Ind.

Also, as noted by H.M., the
cancellation of clause (x) of
P.O. 238 seems a mistake.
If it disappears there
will be no authority for
awarding stripes & G.C.A.
Rule 2 which refers to
stripes will become mean-
ingless. Clause (x) should stand
but needs to be amended
so as to make it clear
that six stripes can be
awarded under it or, if
this is the intention of the
clause, that any number of
red marks can be given although
only three of them are actually
converted into stripes.

If the latter is the meaning of
clause (x), the reference will

I take it that this is what is
meant.

Office

The draft G.O. under cover
of D.O. 751 may issue
as amended.

I have spoken to H.M.
about it.

G.O. 16.1.95

21/12 99

G.O. 16.1.95
99

§ C.A. Rule 2 should be
to red marks, rather than
to good conduct stripes; and
if this alteration is made,
G.C.A. Rules 3, 4, 7, 10, 11, 12, 13
& 14 will need a similar
amendment.

The proposed provisions re-
garding interruptions of
service seem unnecessarily
complicated & indeed, it
would perhaps be as well
to recast the G.C.A. Rules
entirely. They should begin
by declaring the circ under
which red marks may be
given, proceed to specify
the punishments which cancel
red marks, then go on to
describe the conditions on
which holders of 3 or 6 red
marks shall draw a good
conduct allowance &
end by explaining that the
cancellation of the 6th red
mark involves the loss of
the second allowance & the
cancellation of the 3rd red
mark the loss of the first
allowance.

3. Regarding the Black Mark
Rules attention is invited
to the Note for Orders under
cover of G.O. 26 Jan. 1894, N^o.
198, Ind.

The present Sail B.M. Rules
will be found in Sail Code
Rule 237; the present Police
B.M. Rules in Police Order 2389
the present Salt & Abkari Dept.
B.M. Rules under cover of C.
N^o. 5283.

Yes
MS

This would certainly be
an improvement. If the
rules were ~~to be~~ thus
arranged no doubt clause
(X) of P.O. 238 might go.
MS

In para 5 of the report it is stated that
the S.G. of Police proposes to retain the rule
shown in red ink against rule 7. But that
is practically identical with Rule 7, though
worded in a different way. There must be
some error in copying - However, it doesn't
matter. Think Rule 7 will do as it
stands for all the days in question.
MS

As ordered by Govt. the Rules
now framed provide

- (1) that only one B.M. may
be inflicted at a time &
- (2) that fine, reduction &
suspension shall carry
a B.M. with them, except
in the case where the
reduction is the result
of the accumulation of
three B.M.s.

But the S.G. of Police is dis-
inclined to accept the
suggestion of Govt. that B.M.s
should be wiped off gradually
& prefers to retain the present
rule which is described in
para. 5 of the Committee's
report.

The only other points which
seem to call for notice in
these Rules are that the
wording of Rule 10 might be
improved as shown in
red chalk & that the S. & A.
Dept. wants to retain the
power to suspend for three
B.M.s & to dismiss if two
reductions or suspensions
under the B.M. Rules occur
within 6 months of each
other.

Yes
MS

Very well
MS

h
govt.

11/10/94

12/10

State it the case is thus:-
If a man is reduced in class
or grade getting 3 B.M.s, the
B.M.s are wiped off. But he may

Note. By Police Rule 5. Six black
marks entail dismissal. But

by Rule 4 - then black marks entail reduction and by Rule 6 this reduction cancels the three black marks - How then can a man accumulate six? The Salt Rule is intelligible under its two restrictions within 6 months involves dismissal -

Then again, what is to happen to Policeman X who becomes amenable to Rule 4 (reduction) if he is at the bottom of the lowest class or grade? Perhaps rule 5 is meant for his benefit alone - for, as he could not be reduced, he would not be able to get rid of his first 3 black marks -

24/12/10

not be reduced, as the word is usually understood, but simply have his name placed at the bottom of his class register. The same word reduction is used which seems a mistake. The wording might be made more clear - For the last clause of rule 4, read "removal of the offender's name to the bottom of the class register to which he belongs" word the rule in this way, & the effect is practically the same as that of the Salt Rule.

The rule provides - see above.

(For order)

Letter Sec. 2 of P. R. K. D. for purpose of continuation

22/10

Papers to be read in Proceedings:-

- (P) Again G.O., dated 26 Jan 1894, No. 198-9 Inst.
- Again G.O., dated 18, No.
- (A) Current No. 5083 of 1894, dated 13 Sept from J.S. G. Police & Prison & the Com. of S. & A. Rev.
- (P) Current No. 5283 of 1894, dated 27 Sept from B. of Rev.

This will need to be re-written, at least the second part - see below. 27/11/97

The proposed Black Mark Rules for the Police, Sail & Salt & Abkari Depts. meet with the general approval of Govt., but in a few points they seem to need amendment as indicated below:-

- (1) By Police & Sail Rule 5, six black marks entail dismissal, but, by Rule 4, three black marks entail reduction & by Police & Sail Rule 6, this reduction cancels the three black marks; the result is that a man can never be dismissed from the Police & Sail Depts. under the black mark system unless he is at the bottom of the lowest class or grade. This was probably not intended & Govt. thinks that Police & Sail Rule 4 should be amended by substituting the words "removal of the offender's name to the bottom of the class register" for "removal of the offender's name to the bottom of the class register".

"belongs" for the words "reduction" to the bottom of the class or grade to which the offender belongs. The effect will be that removal of a man's name to the bottom of his class or grade will not cancel the three black marks on account of which it is made.

Black Mark Rules

which is not a substantive punishment, (From order)

(2) The meaning of Police Rule 7 is not obvious on the face of it.

It is not obvious on the face of it. The interpretation of the rule is given by the Committee. It is claimed by para. 5 of the Committee's letter that the rule means that in all three departments the rule should provide for the gradual removal of black marks against a man who has been found guilty of misconduct. The rule should be adopted in the Police, Jail & S. & A. Dept. The rule should be substituted for the words "copy of it"; the words "and" & "shall" should be inserted respectively before & after the words "a warning"; the word "the" should be inserted before the word "bottom" & the words "as the case may be" should be added at the end.

Note As Mr. says, the Police Rule comes to much the same thing as the Jail & S. & A. Rule. But this is due to a defect in drafting which it is proposed to rectify. The intention of the Police Rule is to prevent the gradual removal of B.M.s. It is not understood that Mr. objects to this intention. But that is just what I do. I said "I think Rule 7 will do as it stands for all the depts in question, i.e., I did not approve the Police Rule, which, as I pointed out, was not carried out by the existing rules."

But that is just what I do. I said "I think Rule 7 will do as it stands for all the depts in question, i.e., I did not approve the Police Rule, which, as I pointed out, was not carried out by the existing rules."

But the five terms a grammatical re-draft. They will only make a blot of it, if you put it in this way.

(necessary orders regarding the rules for the S. & A. Dept. will be issued in the Rev. Dept.

(From order) to the S. & A. of Police, Prison, 28 Oct. Rev. Dept. 11/11/94

With these remarks, the following sanctions, under sec. 9 of Act XXIV of 1859, draft black mark rules direct that they be inserted in the Jail Code & Police Order in substitution for those already existing therein. The

Papers to be read in Proceedings:—

(P) Again G.O., dated 26th January 1894, No. 198-9 Judl. Again G.O., dated 18, No.

(A) Current No. 5083 of 1894, dated 13th Sept. from the S. G. Police & Prisons the Comr. of S. & A. Rev.

(P) Current No. 5283 of 1894, dated 27th Sept. from the Board of Rev.

Order P.

The proposed Black Mark Rule for the Police, Jail & S. & A. Dept. meet with the general approval of Govt. but in a few points they seem to need amendment as indicated below:—

(1) By Police and Jail Rule 5, six black marks entail dismissal, but, by Rule 4, the black marks entail reduction & by Police & Jail Rule 6, this reduction cancels the three black marks; the result is that a man can never be dismissed from the Police & Jail Dept. under the black mark system unless he is at the bottom of the lowest class or grade. This was probably not intended & the Govt. thinks that Police & Jail Rule 4 should be amended by substituting the words "removal of the offender's name to the bottom of the class or grade to which he belongs" for the word "reduction to the bottom of the class or grade to which the offender belongs". The effect will be that the removal of a man's name to the bottom of his class or grade, which is not a substantive punishment, will not cancel the three black marks on account of which it is made.

BS 12/11/94

1) The meaning of Police Rule 7 is not obvious on face of it but is explained in para. 5 of the committee's letter. The Govt. remains of opinion in all three Depts. the rules should provide the gradual removal of Black Marks & the accepted for the Salt & Jail Depts. should be adopted in the case of the Police also.

(3) For Rule 10 should be substituted the following :-

"When a black mark is awarded, the order and the copy thereof furnished to the delinquent shall state the number of black marks outstanding against such delinquent, and a warning shall be added, when recording two or five black marks that the next will entail reduction, the placing of his name at the bottom of the list or dismissal, as the case may be."

2. With these remarks, the Govt. sanctions, under sec. 60 of the Prisons Act, 1894, & sec. 9 of Act XXIV of 1859, the draft black mark rules & directs that they be inserted in the Jail Code & Police Order Book in substitution for those already existing therein. The necessary orders regarding the rules for the S. & A. Dept. will be issued in the Rev. Dept.

(From orders.)

LD
15/11/94

The Secy. of Police.
Prisons.
Rev. Dept.

Black Mark Rules

(From orders.)

50

16

16 TH NOVEMBER 1894, No. , JUDICIAL.

GOVERNMENT OF MADRAS.

JUDICIAL DEPARTMENT.

READ—again the following paper :—

G.O., dated 26th January 1894, Nos. 198, 199, Judicial.

ABSTRACT.—Directing the Inspector-General of Jails to submit a revised list of corrections to the Madras Jail Code, and addressing the Government of India on the subject of the mark rules.

READ—also the following papers :—

From the Commissioner of Salt, Abkari and Separate Revenue, and Inspectors-General of Police and Prisons, to the Chief Secretary to Government, dated Madras, 13th September 1894.

In accordance with the instructions contained in clause (1) of G.O., dated 26th January 1894, No. 198, Judicial, we have the honour to submit, for the approval of Government, the accompanying draft of rules for the working of the black mark system in the Salt and Abkari, Police and Jail departments.

2. In this draft the instructions of Government conveyed in the above named Proceedings have been carried out, and if approved and sanctioned, the black mark rules in force in the three departments will be identical in most material points.

3. There are, however, two points on which complete agreement cannot be arrived at, and before noticing these we desire to point out that while the avoidance of glaring discrepancies between the rules in force in the several departments is desirable entire uniformity can be attained only at the expense of efficiency. The Salt and Abkari, Police and Jail departments being entirely unconnected one with the other, the existence of divergences, when necessary, is not open to serious objection, while the differences between the conditions of service in the three departments render them unavoidable.

As in the Salt and Abkari department black marks are awardable by Inspectors while in the Police they can be awarded only by Superintendents and Assistant Superintendents and in the Jails by Superintendents, the working of the rules is unlikely to be uniform, even if the rules themselves are strictly identical.

4. The first point in which agreement appears impossible is in regard to the penalty of suspension as a consequence of three black marks in cases where reduction is impossible. This penalty has not hitherto been in use in the Police and Jail departments, and the members of the committee representing those departments are agreed that it is undesirable to introduce it. The small force of constables present at an outlying station and the small strength of warders available in many of the minor jails would be seriously crippled by two or three men being suspended. There are also general objections to suspension as a frequent form of punishment. On the other hand in the much larger establishments of the Salt and Abkari department, the suspension of a few men would not cause inconvenience, while suspension as a form of punishment is not objected to by the head of that department. If absolute identity in the black mark rules must be reached, irrespective of any other considerations the draft rules as approved by the majority of the committee exclude the punishment of

suspension, but it appears to us that there would be no valid objection to allowing the Salt and Abkari department to retain a different rule on this point and the modifications which that department wish to preserve are shown in italics against rules 1, 4, 5 and 6 and 10.

5. The second point of difference occurs in regard to the cancellation of black marks by good conduct. In the Police department the existing rule provides that when an officer has more than one black mark against him, he shall not be able to cancel those black marks one by one, but shall be required to put in uninterrupted good conduct for a consecutive period of six months to cancel two black marks and for a consecutive period of nine months to cancel three black marks. Colonel Porteous states that this rule has worked well and he is opposed to its being altered. In the Salt and Abkari and in the Jail department, on the other hand, it has been the rule to allow each black mark to be separately cancelled by three months' uninterrupted good conduct. To adopt the more stringent Police rule would, in jails at any rate, where the whole force is constantly under the close and immediate supervision of the Superintendent, be liable to result in warders being unable to clear themselves of black marks within a reasonable time and consequently the majority of the committee prefer to retain in force in the Salt and Abkari and Jail departments. In this case also, however, it would probably be wise to sacrifice complete uniformity and to allow the Police department to retain the special form of rule noted in italics against rule 7.

6. No other part of the rules appear to call for special notice.

7. We regret the delay which has occurred in the submission of this report. It has been found difficult to secure a meeting between the three members of the committee, each of whom has to travel frequently.

ENCLOSURE.

Draft Black Mark Rules framed by the Committee appointed in G.O., dated 26th January 1894, No. 198, Judicial Department.

1. Together with every punishment, whether by fine, reduction or suspension, one black mark shall be awarded. If the officer awarding the punishment omits to record the award of a black mark also, the award of the punishment shall be held of itself to carry a black mark with it.

Provided that reduction, under the black mark system shall not itself carry a black mark.

Provided also that forfeiture of pay as distinguished from a formal fine, shall not be deemed a punishment within the meaning of this rule.

2. One black mark may also be awarded in lieu of other punishment.

3. Not more than one black mark shall be awarded for any one offence.

4. Three black marks shall entail reduction of class or grade, or in cases in which such reduction is impossible, [reduction to the bottom of the class or grade to which the offender belongs.]

5. Six black marks shall entail dismissal.

6. Reduction taking place as a consequence of three black marks cancels those black marks.

Modifications proposed by dissentient members.

[Proposed to be added in the Salt and Abkari Department—"or suspension".]

Proposed to be substituted in the Salt and Abkari Department—"suspension for a term not exceeding one month."]

[Rules 5 and 6. Proposed to be substituted in Salt and Abkari Department:—

Reduction or suspension taking place in consequence of three black marks mentioned in rule 4 cancels them, but two such reductions or suspensions following each other within six months will entail dismissal unless there are special reasons which should be recorded in writing by the Assistant and Deputy Commissioners and be reported to the Deputy Commissioner or Board for approval.]

how can they follow each other?

7. Uninterrupted good conduct for a period of three months shall cancel one black mark, and each successive period of three months' uninterrupted good conduct shall cancel one black mark, provided that twelve months' uninterrupted good conduct shall cancel all black marks.

8. Black marks shall take effect from the date of the offence unless otherwise stated.

9. The existence of one or more black marks against a man shall bar promotion, but not leave.

10. When a black mark is awarded, the order and copy of it furnished to the delinquent shall state the number of black marks outstanding against such delinquent, a warning be added, when recording two or five black marks that the next will entail reduction [the placing of his name at bottom of the list] or dismissal.

11. The above rules must be strictly enforced, provided that in any case in which the officer awarding the black marks considers that the application of the rules will result in hardship to the offender, he shall refer the case for orders.

12. Care must be taken not to award a black mark on every occasion on which it may be necessary to warn or reprimand an officer. A black mark should only be given when, but for these rules, a fine would be imposed.

[Rule 7: proposed to be substituted in Police department:—

The following periods of uninterrupted good conduct wipe off all black marks shown opposite to them:—

Three months	..	One black mark.
Six "	..	Two black marks.
Nine "	..	Three " "
Twelve "	..	All black marks.]

[Proposed to be substituted in Salt and Abkari department—"suspension".]

Proceedings of the Board of Revenue (Separate Revenue), dated 27th September 1894, No. 4947-Sub.

ABSTRACT.—Forwarding a copy of Circular Order I of 1886 (Revised), dated 4th May 1892 (Salt and Abkari Department), regarding rules for the award of black marks, &c.

ORDER—dated 16 *Jan 1895* November 1894, No. 99, Judicial.

The proposed Black Mark Rules for the Police, Jail, and Salt and Abkari departments meet with the general approval of Government, but in a few points they seem to need amendment as indicated below:—

(1) By Police and Jail rule 5, six black marks entail dismissal, but, by rule 4, three black marks entail reduction and, by Police and Jail rule 6, this reduction cancels the three black marks; the result is that a man can never be dismissed from the Police and Jail departments under the black mark system unless he is at the bottom of the lowest class or grade. This was probably not intended and the Government thinks that Police and Jail rule 4 should be amended by substituting the words "removal of the offender's name to the bottom of the class or grade to which he belongs" for the words "reduction to the bottom of the class or grade to which the offender belongs". The effect will be that the removal of a man's name to the bottom of his class or grade, which is not a substantive punishment, will not cancel the three black marks on account of which it is made. *But, in order that measurement may not be caused by the rigidity of the rule relating to the dismissal*

(2) The meaning of Police rule 7 is not obvious on the face of it but is explained in paragraph 5 of the Committee's letter. The Government remains of opinion that in all three departments the rules should provide for the gradual removal of black marks and the rule accepted for the Salt and Jail departments should be adopted in the case of the Police also.

of persons against whom six black marks are outstanding, Police & Jail Rule 5 will be prefaced by the words "unless the offender is specially exempted by the D. J. of Police or the D. J. of Jail"

48

4

(3) For rule 10 should be substituted the following :—

“When a black mark is awarded, the order and the copy thereof furnished to the delinquent shall state the number of black marks outstanding against such delinquent, and a warning shall be added, when recording two or five black marks that the next will entail reduction, the placing of his name at the bottom of the list or dismissal, as the case may be.”

2. With these remarks, the Government sanctions, under section 60 of the Prisons Act, 1894, and section 9 of Act XXIV of 1859, the draft black mark rules and directs that they be inserted in the Jail Code and Police Order Book in substitution for those already existing therein. The necessary orders regarding the rules for the Salt and Abkari department will be issued in the Revenue department.

(True Extract.)

Chief Secretary.

To the Inspector-General of Police
of Prisons.
" " Revenue Department.

6
6
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19/1/95

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READ AGAIN G.O., No.
189

DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILLED UP, BEING MEANT FOR DESPATCH
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