2-5-60/D6

15-4-64/D6

M.R.O. 1—77,005—8-3-37.

(1) Number of pages 32.

(2) Date of repair 3-8-38

(3) Initials of the Referencer

MADRAS RECORD OFFICE.

Government of Madras.

Local and Municipal DEPARTMENT.

Local

G.O. No. 963 L Press Mis.

Dated 25-4- 1810.

Not to be folded or roughly handled

GOVERNMENT OF MADRAS.

LOCAL AND MUNICIPAL DEPARTMENT.

READ—the following paper :—

G.O., dated 30th January 1890, No. 59, Public.

ABSTRACT.—Communicating to departments concerned letter from the Government of India regarding the dates for submission of annual reports and returns.

ORDER—dated 25th April 1890, No. 963 L., Local and Municipal.

The reports dealt with by the Local and Municipal Department are the following :—

(1) Local Boards Report,
(2) District Municipalities Report,
(3) Madras Municipal Report,
(4) Sanitary Report, and
(5) Vaccination Report.

The Government of India has already fixed the 1st June for the date for the submission to it of the fourth report, and now suggests that it might be possible to submit the first three reports by the 1st October and the last by the 1st July.

2. As regards the Local Boards Report, it is observed that, although the reports of the various District Boards are due in this department by the 15th July, yet inordinate delay on the part of the Boards is so frequent, and the statements submitted along with the reports are often so incomplete, that it is not possible to submit the general review in its present form to the Government of India before the 1st of January. But as that Government requires only a brief report in explanation merely of the statements prescribed in its Resolution, dated 4th January 1890, No. 1-R—1-12, there will be no difficulty in submitting such a report by the 1st November, provided the two statements called for from the Accountant-General in G.O., dated 28th February 1890, No. 443 L., are received by Government not later than the 1st October; and the Accountant-General will be requested to make the necessary arrangements for this.

3. The reports of the various District Municipalities are due with Government by the 1st June, but delay in the case of these bodies is even more frequent than with the District Boards and the appended statements are prepared with still greater carelessness, so that it will not be possible to submit the General Municipal Review to the Government of India before the 1st of January.

4. Under section 12 of Madras Act VII of 1884, the Madras Municipal Report has to be submitted to Government "not later than the last day of November or such other date in every year as may, by notification in the *Fort St. George Gazette*, be fixed by the Governor in Council." But there is apparently no reason why this report should not be submitted to Government by the 1st of September, so that it may be reviewed and sent up to the Government of India on the 1st of October, as desired. The following notification will accordingly be published in the *Fort St. George Gazette* :—

NOTIFICATION.

Under section 12 of Madras Act VII of 1884, His Excellency the Governor in Council is pleased to fix the 1st of September in each year as the latest date on which the Administration Report of the Madras Municipality should be submitted to Government.

5. The Sanitary Report is now due with Government on the 1st June; but as t Government of India has fixed the same date for the submission of the report to th Government, it will be necessary for the Sanitary Commissioner to submit his report to Government by the 1st May at the latest. This, however, does not seem feasible, as the Commissioner has to obtain information on several points from Local Boards and Municipalities, which they are as dilatory in furnishing to him as to Government. The Government of India will therefore be requested to extend the date fixed in this case to the 1st July. The Sanitary Commissioner will be requested to make the necessary arrangements for submitting his report to Government punctually on the prescribed date.

6. No time has been prescribed for the submission of the Vaccination Report to Government. The 1st of June will now be fixed as the latest date on which the report should be received by Government, so that it may be reviewed and submitted to the Government of India by 1st July as required. This is the only case in which the submission of brief notes with statistical returns twice in every three years, instead of a full report, is permitted; but these notes, too, it will be impossible to submit to Government of India before the 1st July.

(True Extract.)

J. F. PRICE,
Chief Secretary.

To the Public Department.
" Accountant-General.
" President, Municipal Commission, Madras.
" Sanitary Commissioner for Madras.

Exd. A. Raitt.

3

Govt. of {1890} Madras.

LOCAL AND MUNICIPAL.

Issued

Recd. *Encl.*

G.O., 25th April 1890, No. 963 L.

APRIL.

Annual Reports and Returns.

Passing orders on letter from the Government of India regarding the dates for the submission of —.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—the following paper:—

From A. P. MACDONNELL, Esq., C.S.I., Secretary to the Government of India, Home Department (Public), to the Chief Secretary to the Government of Madras, dated Calcutta, 13th January 1890, No. 1—42.

In Home Department Resolution (Public) No. 28—1579-95, dated 15th July 1887, the Governor-General in Council issued orders regarding the preparation of annual reports and notes on branches of administration under the control of the Home Department, and expressed his earnest hope that Local Governments and Administrations would insist on the curtailment of reports and reviews to the utmost extent consistent with a proper examination of the facts and figures presented in them.

2. His Excellency in Council has noticed with much satisfaction that since the issue of these orders the size of reports has been substantially reduced, while the character of their contents has been sensibly improved. But there is still room for improvement in both respects, and there is no doubt that if punctuality in the submission of reports were more rigidly insisted upon, it would be possible to still further improve and at the same time condense them. There is a tendency on the part of officers engaged in preparing reports to search for explanations of trifling variations between the statistics of different years, while one of the chief uses of the tabulated statistics, viz., to correct or justify the impressions which the reporting officer has formed in the course of his observation during the year of the work of the department on which he is reporting, is too often lost sight of. His Excellency in Council is satisfied that the proper remedy to apply is to insist on the preparation of reports or notes, as the case may be, at the time when the impressions of the work of the year are still fresh in the minds of the writers, and when they can readily record the facts which have arrested their attention during the year instead of casting about for problematical explanations of the differences between the statistics of different years.

3. The Governor-General in Council has, with the object of effecting an improvement in this respect, had two lists prepared, copies of which are appended to this letter, showing (1) the dates already fixed for some reports and returns received in this Department and the actual dates on which they have been received from the Madras Presidency during the past three years, and (2) the reports and returns, for the submission of which no dates have as yet been fixed, the dates on which they also have actually been received in the last three years and the dates on which it seems reasonable to the Government of India to expect their punctual submission. His Excellency in Council is anxious that these lists should, under the orders of His Excellency the Governor in Council, be carefully scrutinised, and that any additions or corrections necessary should be made in them, and any suggestions for the alteration of dates already fixed or now proposed should be communicated for the information and consideration of the Governor-General in Council. His Excellency in Council will also be obliged if particular attention is paid to the possibility of fixing substantially earlier dates for the submission of the commentaries in the shape of notes which have, under the orders in the Resolution of 15th July 1887, taken the place of annual reports in two out of every three years in certain cases. As at present advised he thinks that such notes can be submitted two months earlier than the triennial Reports on the same subjects, but upon this point he will await your reply before issuing final orders.

ENCLOSURES.

No. I.

MADRAS.

LIST showing Miscellaneous reports and returns for the submission of which dates have been already fixed, and the actual dates of which they have been received during the past three years.

Name of report or return.	Date fixed for submission.	Dates on which actually received.		
		1886.	1887.	1888.
Administration	15th December next after the close of the year covered by the report.	21st Dec. 1887 ..	21st Dec. 1888 ..	20th Dec. 1889.
Destruction of wild beasts and snakes.	Close of calendar year to which the report relates.*	7th Sept. ,, ..	16th June ,, ..	29th May ,,
Report on Vernacular Newspapers.	1st April next after the close of the calendar year to which the report relates.	3rd Jan. 1888 ..	7th May 1889 ..	4th July ,,
Civil Servants eligible for seat in the High Court.	Commencement of each calendar year next after the close of the calendar year to which the return relates.	15th Feb. 1887 ..	21st Feb. 1888 ..	14th Feb. ,,
Recoveries of costs in appeals to the Privy Council.	Not later than 1st February next after the close of the calendar year to which the return relates.	1st ,, ,, ..	30th Jan. ,, ..	31st Jan. ,,
Education	The report to be forwarded by the 15th November next after the close of the year to which it relates; the review being forwarded by the 1st December.	8th Dec. ,, ..	15th Dec. ,, ..	11th Dec. ,,
Jails	1st June next after the close of the year covered by the report.	5th July ,, ..	18th June ,, ..	20th July ,,
Chemical Examiner ..	Not later than 15th May next after the close of the calendar year to which the report relates.	25th May ,, ..	13th ,, ,, ..	22nd June ,,
Sanitary	Not later than 1st June next after the close of the calendar year to which the report relates.	7th July ,, ..	16th Aug. ,, ..	2nd July ,,

* NOTE.—This report should be submitted at latest a month or two after the close of the calendar year.

No. II.

MADRAS.

LIST of Miscellaneous reports and returns for the submission of which to the Government of India no dates have been fixed, and the actual dates on which they have been received during the past three years.

Name of report or return.	Dates of receipt.			Suggested date for submission of the report.
	1886.	1887.	1888.	
European Vagrancy Returns.	11th Aug. 1887 ..	9th Aug. 1888 ..	12th July 1889 ..	1st April next after the close of the calendar year for which the report is prepared.
Registration Report ..	15th Sept. ,, ..	7th Sept. ,, ..	22nd Nov. ,, ..	1st July next after the close of the official year for which the report is prepared.
Municipal Report ..	24th Mar. 1888 ..	1st May 1889 ..	Not yet received ..	1st October next after the close of the official year for which the report is prepared.
Madras Municipality ..	29th May ,, ..	16th Apr. ,, ..	Do. ..	
Local Boards Report ..	24th Mar. ,, ..	8th May ,, ..	Do. ..	
Small Cause Court Returns.	25th May 1887 ..	1st Mar. 1888 ..	5th Mar. 1889 ..	15th February next after the close of the calendar year for which the report is prepared.

List of Miscellaneous reports and returns, &c.—*cont.*

Name of report or return.	Dates of receipt.			Suggested date for submission of the report.
	1886.	1887.	1888.	
Suits in which Government is a party.	27th May 1887 ..	19th Apr. 1888 ..	8th April 1889 ..	1st May next after the close of the official year for which the report is prepared.
Escheats	18th Nov. ,, ..	28th Sept. ,, ..	1st Oct. ,, ..	1st June next after the close of the official year for which the report is prepared.
Police Report	12th Dec. ,, ..	10th Oct. ,, ..	25th ,, ,, ..	1st July next after the close of the calendar year for which the report is prepared.
Civil Justice Report ..	6th ,, ,, ..	27th ,, ,, ..	4th ,, ,, ..	
Criminal Justice Report ..	20th Feb. 1888 ..	20th Nov. ,, ..	....	
Hospital and Dispensary Report.	2nd ,, ,, ..	21st Jan. 1889 ..	3rd Dec. 1889 ..	1st July next after the close of the calendar year for which the report is prepared.
Vaccination Report .	7th July 1887 ..	11th Mar. ,, ..	9th ,, ,, ..	1st July next after the close of the official year for which the report is prepared.
Lunatic Asylum Report ..	27th Jan. 1888 ..	16th Jan. ,, ..	23rd Nov. ,, ..	15th May next after the close of the calendar year for which the report is prepared.
Madras Medical College Report.	13th Feb. ,, ..	....	....	1st June next after the close of the official year for which the report is prepared.
Report on Publications registered under Act XXV of 1867.	12th July 1887 ..	2nd July 1888 ..	10th July 1889 ..	15th March next after the close of the calendar year for which the report is prepared.

ORDER—dated 30th January 1890, No. 59, Public.

Communicated to departments concerned for very early remarks with reference to paragraph 3 of the letter from the Government of India.

(True Extract.)

Ag. Chief Secretary.

To the Revenue Department.
,, Judicial ,,
,, Educational ,,
,, Local and Municipal Department.

Exd. P. L. Pereira.

Local & Municipal 92

CURRENT No 4782

Govt. of {1890} Madras.

PUBLIC.

Issued

Recd. 7-2-90 Encl.

G.O., 30th January 1890, No. 59.

JANUARY.

Abstract

Annual Reports and Returns.

Communicating to departments concerned letter from the Government of India regarding the dates for submission of —.

Current No. 4782

Department

From The Public

FOR ORDERS.

The Reports appertaining to this Department are :-

(1) Local Boards Report,

(2) District Municipalities Report,

(3) Madras Municipal Report,

(4) Sanitary Report,

and (5) Vaccination Report.

The Government of India suggest the 1st October as the date for the Submission of the first three Reports and the 1st June and 1st July respectively for the last two

too.

(1) Local Boards Report - The date fixed for the submission of the individual District Boards reports to Government is 15th July but some of these reports are not received at all for about three months after this date, - notwithstanding the issue of weekly reminders and telegrams The dates on which the last reports were received for the last three years are noted in the margin. The statements received with the District reports are in several cases so incomplete that further information has to be called for and this takes up some time. The Accountant General

1886-87 - 6th Se
1887-88 - 6th S.
1888-89 - 28th O

Statements

6X

Statements of receipts and Charges, on which the General Review is based, have only been received on the dates noted in the margin. Considering all these difficulties, it is submitted that the General Review cannot be commenced before the 1st of November and its drafting and circulation in type cannot be completed in less than 2 months, so that the Review cannot be issued before the 1st January. As, however, the Government of India wants only a brief report merely in explanation of the statements prescribed in the Resolution recorded in G.O. dy. 28 February /90 No. 443L, Such a report can be

Submitted

1886-87 - 5th October 1887
1887-88 - 7th September 1888
1888-89 - 18th November 1889

† Vide para 2 of the letter from India in Go 5792/12-3-89.
* Vide last para of its Resolution in Go 443Z/28-2-90.

Submitted two months earlier (i-e) on the 1st November, provided the two statements called for from the Accountant-General in the above quoted G.O. are furnished to Government by the 1st of October at latest.

(2) District-Municipalities Report

The individual Municipal Reports are due in the Govt office on the 1st of June; but like the Local Boards reports some are not received at all for about 3½ months after this date, in spite of the weekly reminders and telegrams issued. The dates on which the last reports were received for the last 3 years are noted in the margin. As these reports and the accompanying

1886-87 - 8th September 1887
1887-88 - 19th September 1888
1888-89 - 23rd September 1889

accompanying statements are not prepared even with as much care as the Local Boards reports, the necessity for calling for further information is greater and the General Review cannot be commenced before the 1st November. The drafting and circulation in type of the Review cannot be completed in less than 2 months, so that it can be submitted to the Govt of India only on the 1st January.

I consider that the General Local Municipal reviews ought to be issued during the second 1st Jan. This can never be done yet.

WES

(3) Madras Municipal Report.

Under Section 12 of Act VII of 1884, the Madras Municipal Report has to be submitted to Government not later than the last day of November or such other date in every year as may by notification

notification in the Fort St George Gazette hereafter be fixed by the Governor in Council". The President has not been able to submit his report earlier than the end of November, as will be seen from the dates noted in the margin; but there is apparently no reason why it should not be submitted to Government on the 1st Sept^r, so that it may be revised and sent up to the Government of India on the 1st October, as now desired. It is therefore submitted that a notification similar to that published under G.O. dt 1st July 1889 No. 810 M

1886-87. 7 December 1887
1887. 88. 21 November 1888
1888. 89 21 December 1889.

May

may be issued, directing the Submission of the Report to Government by the 1st September.

Secs. 29 Mar

(4) Sanitary Report. This report for the Calendar year is now due to Government on the 1st June; but it has actually been received during the last 3 years only on the dates noted in the margin. As the Government of India has fixed the same date for the submission of the report to it, the Sanitary Commissioner's report should be submitted to Government by the 1st May at the latest. This however does not seem possible

1886 - 1st July 1887
1887 - 6th August 1888
1888 - 22nd June 1889.

possible, as the Commissioner has to obtain information on several points from Local Boards and Municipalities, which they are as dilatory in furnishing to him as to Government. It is therefore submitted, that the Government of India may be asked to extend the date to 1st July. | Yes

(5) Vaccination Report. This report was up to the year 1887, included in the Sanitary Report, but has since been prepared separately for the Official year, and no date has been fixed for its submission to Government. As in this case also

also, the Sanitary Commissioner has to get the required information from the Local Boards and Municipalities, the 1st of ~~July~~ June (i-e) ~~three~~ two months after the close of the year may now be fixed as the date for its submission to Government and ~~the Government~~ the report may be submitted ~~may be asked~~ Govt. of India by 1st July as ~~to extend the time to 1st August~~ required. | Yes

This is the only ~~report~~ case in which the submission of brief notes with statistical returns, twice in every three years instead of a full report, is permitted, ~~but it does not seem possible to submit these~~ notes

17

~~Note also to the Government~~

~~of India before 1st August~~

It ought to be possible
to submit these brief
Notes & Govt. of India
by the 1st July & even the
1st June.

15/3/20 V.S.

JS 24/3

Mr
2 Mar.

Take this date.

Mr
1 Apr.

Submission of Annual Reports & Returns to the Govt. of India

FOR ORDERS.

HM

Lr. to G.I. 25-4-90 No. 963 L

Papers to be read in Proceedings :—

117

Again G.O., dated 189 , No.

Current No. 4782 of 1890 , dated 30 Jany: from the Public Dept

Order 1/25-4-90 No. 963 L

The reports dealt with by ~~appertaining~~

to the Local and Municipal Department are the following :—

(1) Local Boards Report

(2) District Municipalities Report

(3) Madras Municipal Report

(4) Sanitary Report and

(5) Vaccination Report.

The Government of India has already fixed the 1st June for the date for the submission to it of the fourth report, ~~which is for the calendar year~~, and now suggests that

~~1st October~~ for the first three
by the 1st Oct. last by the
reports and the 1st July for
~~the last~~

2. As regards the Local Boards
Report, it is observed that ~~some~~
~~of the district boards'~~ reports
are not received for about
3 months after the prescribed
date (15th July), notwithstanding
the issue of weekly reminders
and telegrams, and the state-
ments submitted with them
are in several cases so incomplete
that further information has
to be called for, which necessarily
takes up some time. The Accountant-
General's statements of Receipts
and Charges on which the
~~General Review is based are~~

although the reports of the
various District Boards are
due in this ~~office~~ Department by the 15th
July yet unordinate delay
on the part of the Boards is
so frequent & the statements
submitted along with the reports
are often so incomplete that
it is not possible to submit
the General Review in its present
form to the Govt. of India before
the 1st of January. But as
that Govt. requires only a brief
report in explanation merely
of the statements prescribed
in its Resolution of 4th Jan.
1890 No. 1R/1/12, there will be
no difficulty in submitting
such a report by the 1st Nov.
provided the two statements
called for from the Acct. General
in G.O. of 28th Feb. 1890 No. 443
are received by Govt. not
later than the 1st October;

~~also not submitted to Govern-~~
-ment punctually. Under these
circumstances it will not be
possible to submit the General
Review in its present form to
the Government of India before
the 1st of January. But as that
Government requires only a
brief report merely in explanation
of the statements prescribed
in its Resolution dated 4th January
1890 No. 1R/1/12, such a report can
be submitted on the 1st of November
provided the two statements
called for from the Accountant
General in G.O. dated 28th February
1890 No. 443, are submitted to
~~Government not later than~~
the

~~the 1st October~~; and the Accountant General will be requested to make the necessary arrangements for this.

3. ~~Some of the individual~~ Municipal Reports are also not received for about 3½ months after the prescribed date (1st June) and as these reports and the statements accompanying them are not prepared even with as much care as the Local Boards' reports, the necessity for calling for further information is greater in this case. The General Municipal Review cannot therefore be submitted to the Government ~~of India before the 1st of January~~.

4. Under section 12 of Act VIII of 1884, the Madras Municipal

3. The reports of the various District Municipalities are due with Govt by the 1st June but delay in the case of these bodies is often more frequent than with the District Boards & the appended statements are prepared with still greater carelessness so that it will not be possible to submit the General Municipal Review & the Govt of India before the 1st of January

Report has to be submitted to Government "not later than the last day of November or such other date in every year, as may, by notification in the Fort Saint George Gazette, be fixed by the Governor in Council" But there is apparently no reason why this report should not be submitted to Government by ~~on~~ the 1st of September, so that it may be reviewed and sent up to the Government of India on the 1st of October, as desired. The following notification will accordingly be published in the Fort Saint George Gazette

Notification

Notification

Under section 12 of Madras Act VII of 1884, His Excellency the Governor in Council is pleased to fix the 1st of September in each year as the latest date on which the Administration Report of the Madras Municipality should be submitted to Governm-ent.

5. The Sanitary Report is now due with Government on the 1st June; but as the Government of India has fixed the same date for the submission of the report to that Government it will be necessary for the Sanitary Commissioner ~~will have~~ to submit his report to Government by the 1st May at the latest. This however does not seem possible, as the Commissioner has to obtain information on several points from Local Boards and Municipalities, which they are dilatory in furnishing to him as to Governm-ent. The Government of India should therefore be requested to extend the date fixed in this case to the 1st July. The Sanitary Commissioner will be requested to make the necessary arrangements for submitting his report to Government punctually on the prescribed date.

6. No time has been prescribed for the submission of the Vaccination Report to Governm-ent. ~~As the Sanitary Com-~~

~~has to obtain the required information~~
~~in this case also from the Local~~
~~Boards and Municipalities.~~ The
1st of June will now be fixed
as the latest date on which the report should be
received by
Government, so that the
it
reports may be reviewed and
submitted to the
Government of India by 1st
July as required. This is the
only case in which the submission
of brief notes with statistical
returns, twice in every 3 years,
instead of a full report, is
permitted; but these notes too
it will be impossible to submit if
~~cannot be submitted to the~~
Government of India before
the 1st July.

(From orders)

Ch to Mr.
2d

2 copies.

6/5/90

Despatch
Memo send this to me after Schedule
to Genl Imp Local Notification & Mr
Gazette. HL 24/4/90

To The Public Deptt
- Accountant General
- Presidy Municl Commrs, Madras
- Sanitary Commrs

Gazetted 6/5/90 Despd 5/5

157

The date of the Submission of Annual reports and returns to the Govt of India.

[From Orders]

4782

CS/PS

Back Paper, No. 167 of 188

Further Paper, No. of 188

Read again Order of Government, dated 188 ,

Enclosures

Current No. P

Statement with Title.

Order, &c., of Government— A.

Papers kept out of File for despatch in original (not paged).

Number of copies required. { Order complete. / Letter only. / Order complete with Letter. } 90

N.B.—

A = Print in full.
B = Not to be printed.
P = Print abstract only.
Q = Print heading only.
R = Print, but not for monthly volume

1]

17-10-00
21-5-13 √
12 13-10-17
15 1-10-20
18 15.8.34 III √
5-11-35 III
22-10-37 III

PRESS.

LOCAL AND MUNICIPAL DEPARTMENT.

G.O., DATED 25-4-90

No. 9632.

First copy sent to Press. 25/4

Returned for signature. 3/5

Despatched in print. 5/5

[Despatch Abstract.]

Annual Reports & Returns

Passing orders on letter from the Govt of India regarding the dates for the submission of