

Local & Munl. (1899) Department.  
Plague.

MISCELLANEOUS.

G.O., No. 1138

DATED 24-7-88

[Despatch Abstract.]

Procedure to be followed in regard to  
the papers in the Marine Dept. which  
deal with plague: — Recording  
Office order No.  $\frac{335}{57189}$  of the Marine  
Dept. prescribing a —

# BACK PAPERS.

| G.O. | No. | Department. | Date. | G.O. | No. | Department. | Date. |
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[L. & M.  
1,000-10-5-90]

Plague.

Local & Munl. (1897) Department.

CURRENT No. 18287

From

The Marine Deptt.

Order no 1138 Pms 24-7-99  
Recorded.

No. 335.

19/7/99

6/8/99  
20-7-99

Dated 5. 7-99

Received at city 6. 7-99  
at Madras 8. 7-99

Registered 8. 7-99

Enclosures

Spare copies

SUBJECT.

Prescribing certain  
procedure to be adopted  
regarding the circulation  
of papers in the  
Marine Deptt con-  
cerning plague.

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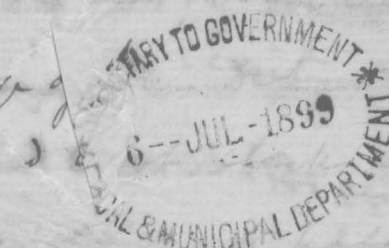
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At 1828 P.

Marine

PUBLIC WORKS DEPARTMENT



OFFICE ORDER

20 335-8 of 5-7-99

Read notes regarding circulation of papers in the Marine Department, concerning Plague.

Recorded for guidance.

2. The following procedure will be followed in regard to the papers in the Marine Department which deal with Plague.

- (a) All notes for orders or draft orders requiring circulation will be submitted through the Local and Municipal Department.
- (b) Routine orders will be passed out by the Secretary, Marine

Department, on his own responsibility, as provided for by the Council Rules.

- (c) Urgent orders requiring communication by telegram will be issued prior to counter-initials in the Local and Municipal Department, but will be sent for such counter-initials subsequently.

*L. H. H. H. H.*

Secretary to Government.

Copy to the Local and Municipal Department.

BACK PAPERS.

NOTE FOR THE

Secretary

Submitted for Orders  
with reference to Mr. Weir's  
Order below.

By  
1.8.88

Japer with Mr. Corbin via.  
4. viii 88

\* marked [ ]

NOTE FOR THE

ooty office

my note should be submitted  
to Mr. Hammick when he  
returns.

9/7/88

\* "The office should not mark  
= files H.M. otherwise.  
= Everything that be marked for  
= secy who will add res. his  
= note H.M. if it is to go in."

You had better take Mr.  
Hammick's orders on this  
when he returns. I should  
say that the existing practice  
ought remain but that  
the office in submitting  
note should point out if  
it required counter-involvement  
of another depart. This would  
be a safeguard against  
the Secretary over looking  
the matter.

B.P.W.

2.

As the file is primarily as  
to the proposed order  
affects Financial. Counter-involvement  
I suppose are required.  
where the file deals with A  
Subject which is for B  
the Fin. to dispose of. If necessary  
it should be transferred

B.P.W.  
H.7.

The point the

NOTE FOR THE Secretary, L.M. Dept

The Hon Mr. Forster, when in  
Charge of this Department,  
directed that clerks and assistants  
should not mark papers ~~for~~  
for circulation but should mark  
them only to the Secretary, leaving it  
to him to send the papers in  
circulation when he thought  
necessary. Since then, it has  
been usual for the Secretary  
himself to mark papers to H.M.  
or to other Departments. It  
is requested as to whether this  
should be done in future by  
Assistant in Madras or by the  
Senior Clerk at Ootacamund.

In this connection, the  
Financial Department may be  
asked to state what plague  
papers should be transferred to  
that department for disposal  
and what papers should be sent  
for counter-initials. The P.W.  
Dept (Ry Branch) desires that  
all plague papers affecting  
railways should be issued in the  
L.M.

Copy to the Local and Municipal Department.

L. & M. Department, after being  
 sent to that Dept for Counterinitials  
 when necessary. The Marine  
 Dept issues its own plague  
 orders so far as ports and vessels  
 are concerned, but it has just been  
 ordered that all files requiring  
 H. M.'s orders should be forwarded  
 through the L. & M. Dept. The  
 Fin Dept requires that all  
 orders affecting distribution of  
 plague expenditure should issue  
 in that Dept. The Public Dept  
 has prescribed a different (and  
 in practice somewhat complicated)  
 mode of dealing with papers  
 relating to medical officers required  
 for plague duty. It will be a  
 great convenience & save confusion  
 if one uniform system can be  
 adopted for all departments.  
 Attention is invited to paras 3 & 4  
 of the O. W. Dept note of 4-5-98  
 on this subject.

8/7/99 To Fin. Depart. W.O. for any remarks on the  
 proposed change. It is in my opinion inadvisable to make  
 any change now in doubtless the  
 Plague Dept. will be abolished very  
 soon, at least I trust so.

borne in mind in regard to  
 counterinitialing is this  
 that each is one and indivisible  
 and that it can not do in one  
 Dept what it can not do in  
 another but for the despatch of  
 business certain subjects are  
 assigned to each Dept and  
 the history & connection of certain  
 matters in consequence are known  
 to one Dept & not to another.  
 Hence when there is a custom  
 of dealing with a subject in one  
 Dept all orders relating to that  
 subject must issue in that  
 Dept and when there is a  
 possibility that there may be  
 information & knowledge relating  
 to a subject which under dispute  
 in one Dept in any other Dept  
 of Govt the subject must be  
 sent to counterinitial to the  
 latter Dept so that each has  
 the fullness of the matter with the  
 fullest information before it.

Final W.O. No. 18 of 12.7.99

6060 Plague agent.  
 vide above.  
 11.7.99  
 12 JUL 1900  
 15.7.99

When given for copying  
 When copied  
 When examined  
 When signed

189

READ AGAIN G.O., No. , DATED  
 189

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

LETTERS OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH  
 IN ORIGINAL.

N.B.—

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- P = Copy abstract only
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