

PROCEEDINGS OF THE PLAGUE COMMISSIONER.

(1899)

MISCELLANEOUS.

No. 545

Dated 27-2-88

Despatched 28.2.88

[Despatch Abstract.]

Correspondence

Forwarding for disposal
to the Board of Revenue Land
Revenue letter from the Collector
of Sanjam requesting instructions
for the retention & destruction
of plague —

BACK PAPERS.

No.	Date.	No.	Date.

FURTHER PAPERS.

No.	Date.	No.	Date.
3555/89			

PLAGUE COMMISSIONER'S OFFICE.

(1899)

CURRENT No. 2207

Profs.
Letter
Refc

Pro no 545-827-2-88

Forwarded to the Board From The Agent of
Of Revenue Land Revenue
for disposal.

The undersigned
invites attention to the
Opinion expressed in
his no 93 812-1-99 and
requests that Collectors
may be informed
accordingly.

No. 2782
Exp 11

Dated

11 February 1899.

Received

P. C.
21 FEB. 1899

Registered

Enclosures

Spare copies

23/2/88

Plague Bureau

SUBJECT.

The Secretary to the Comd^g Requesting issue of instructions
of Land Revenue to the Agent and
Copy to the Collector of Sanjam
(P.O.)

23/2/88

Depo 28.2.88

BACK PAPERS.

No	Date.
356	8-2-88
93	12-1-99

FURTHER PAPERS.

No.	Date.

Dis 2780/94
by
From

H. D. Taylor Esquire JCS
of Collectors of Mysore

To The Plague Commissioners
Madras.

Dated Camp Belghur 11th February 1898.

Sir, I have the honour to state that in proceedings of the Board of Revenue ^{15/10/} ^{L.R.} dated 18 April 1898 certain instructions were issued as to the destruction of records under the disposal number system and the period for which various records were to be retained.

2. Para 7 of the order lays down that before the records are transferred to the record room the year of their destruction is to be marked on the disposal docket.

Unless some special instructions are issued as to the period for which various Plague papers are to be retained, it is impossible to adopt this course.

3. I therefore request that the orders may be issued stating:-

(a) which plague records are to be permanently retained.

(b) which are to be marked for destruction and after what period.

4. Since writing the above, I have received Board's Proceedings No. 17, Land Revenue, dated 21st January 1899. I do not see how the clerk is to take for what period the papers are to be retained in the absence of any rules on the subject of retention and destruction of Plague correspondence. There are rules with regard to other papers; and with the knowledge of these rules, the method indicated in paragraph 7 of Board's Proceedings No. 101, Land Revenue, dated 18-4-98 can be followed. Similar rules are required for Plague papers also.

I have the honour to be

Yours most obed^t serv^t

W. H. H. H.

Secretary

When given for copying _____

When copied _____

When examined _____

When signed _____

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