

(1) Number of pages _____

(2) Date of repair _____

(3) Initials of the Referencer _____

MADRAS RECORD OFFICE.

Government of Madras.

Public Works DEPARTMENT.

G.O. No.	505	Press
		Mis.
Dated	19-3-18	64.

Not to be folded or roughly handled

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*Proceedings of the Madras Government, Public Works Department,
19th February 1864.*

No. 400. Read the following Proceedings of the Madras Government in the Public
Department:—

Sanctioning the arrangements proposed for the Secret De- } (Here enter 11th February 1864, No. 155.)
partment of the Government Press,

No. 401. ORDER THEREON, 19th February 1864, No. 505.

Ordered to be recorded.

(True Extract.)

(Signed) CHARLES A. ORR, Colonel, R. E.,
Secretary to Government.

PUBLIC DEPARTMENT.

PROCEEDINGS OF THE MADRAS GOVERNMENT.

Read the following letter from W. H. KERR, Esq., Supervisor, Government Press; to the Chief Secretary to Government, Fort Saint George, dated 26th January 1864.

I have the honor to submit with this a statement of the arrangements which I would propose for the printing of Secret Papers in the Government Press, and which might, if approved, be adopted as the Rules for the guidance of the Superintendent. I propose as the best means of securing secrecy, to employ as few men as possible and to pay them well enough, to make the employment an object of ambition to the best men in the Press, and at the same time leave no room for cavilling, should the Government find it necessary to execute the threat of summary dismissal held out as the consequence of the contents of a paper being disclosed. The rate of pay recommended to be given to the men employed is higher than I originally intended to propose; but taking into consideration the additional restraint which will be imposed on the men, and the risk of dismissal, is not I think more than is necessary to make the employment sought after, as I think it ought to be. It has been fixed too on the supposition that the number of papers so printed will be very limited, none being marked "Secret" unless its secrecy is of great importance.

2. It will be seen that I have made the dismissal of the whole of the Compositors employed the penalty to follow the disclosure of the contents or part of the contents of any secret paper. This will not of course be enforced if the offence can be brought home to any one of them, but as a rule is I think preferable to attempting to make each Compositor responsible for the paper or part of the paper given to him, as the latter plan might have the effect of inducing the men to think they might make public a paper given to their neighbour with impunity. It would also necessitate the screening off of one Compositor's desk from another, which I doubt being ever very effectual.

3. The allowance of one Rupee per mensem, which I propose to give to each man whose name is down in the Register, being a permanent charge, must be shown in the Pay Abstract of the fixed Establishment, and will require therefore the sanction of the Government of India.

Rules to be observed in Printing Secret Papers.

I. The Superintendent will see that the room, which [has been set apart for the printing of secret papers, contains at the time that the printing of any paper is commenced every requisite for a complete detached Printing office.

NOTE.—To economize space in the Printing rooms, marginal lines may be printed in Small Pica.

II. The names of ten Compositors will be registered by the Superintendent in the Press

• The Secret Printing room will hold 7 or 8.

Order Book, and these men will, if approved by the Supervisor, be the only men eligible for employment in the Secret Printing room.

They will be selected as the best workmen and the men of the best character in the Press, and will be allowed a retaining fee of one Rupee per mensem, whether employed in printing secret papers during the month, or not.

The retention of their names in the Register will of course be subject to their general good behaviour.

III. On receiving a paper marked "Secret," which will always be sent direct in a sealed cover, the Superintendent will select from among these ten Compositors, as many hands as from the quantity, or the urgency of the work required, he may think advisable, and set them to work in the Secret Printing room.

IV. With the exception of the *Rough-reading* of the proofs which will be done by the Superintendent, and the *examining*, which will be done either by the Superintendent or Secretaries to Government, the whole work connected with the printing of a paper, including proofs and fair copies, washing the type prior to distribution, &c., will be done by the Compositors selected to print each paper, no one else being admitted to the Secret Printing room under penalty whatever, while such printing is going on.

NOTE (a).—One of the Compositors will be selected on each occasion as the head of the party, and will be employed in making up the pages, &c. He will be chosen as the best workman, and will be paid the highest rate of wages earned by any one of them.

NOTE (b).—Special cases, when from press of work, &c. the above arrangement regarding reading of proofs, &c. may not be practicable, should be reported for the orders of the Superintendent.

V. The Compositors employed in the Secret paper printing will be paid by the Government at the rate of Rupees 1 and Annas 2 per page, or double the ordinary rate; but it will be understood, and be clearly explained to each individual Compositor, that this is paid on condition of the secrecy being observed, and that, should the contents of any secret paper be disclosed, all Compositors employed will be summarily dismissed. The contents of a secret paper will, as a rule, be known only to the writer,* the Superintendent, and the Compositors employed, so that this secrecy will be strictly enforced.

* Or one of the Secretaries to Government.

NOTE.—In cases when, on the representation of the Superintendent, the Supervisor may find it necessary to appoint a *Foreman*, or *Rough-reader*, or both, they will receive double pay, subject to the same condition.

VI. The Superintendent will keep the Secret Printing room, as much as possible, under his own immediate supervision, and will be responsible that every proof of a secret paper, of which a corrected copy has been struck off, is immediately destroyed.

VII. The Superintendent will register the names of the Compositors employed in the printing of each secret paper in a book to be kept for that purpose, noting in it the particular paper, and of a paper given to each Compositor.

VIII. The Deputy Superintendent will, if necessary, act for the Superintendent in supervising the printing of any paper.

(Signed) W. H. KERR,
Superintendent

ORDER THEREON, 11th February 1864, No. 155.

The Governor in Council sanctions the arrangement proposed in the foregoing letter for the Secret Department of the Government Press.

2. The charge, viz., Rupees 10 per mensem, will be entered in the monthly Statement of fresh charges, &c., submitted to the Government of India, with a request that it may be included as a permanent charge in the Budget Estimates for 1864-65, which will then be before them.

(True Extract.)

H. J. Tulloch
Chief Secretary

To the Supervisor, Government Press.

„ Civil Paymaster.

„ Accountant General.

„ Public Works Department.

Exd. J. Tulloch.

W. H. Kerr
Pro. of Govt. for February
No. 182

W. H. Kerr
Pro. of Govt. in the
Public Dept.

Dated 11 Feb 1864
Received 17

No. 155

No. 505-19 February

Sanctioning the

arrangements proposed for
the Secret Department of
the Government Press.

No. 505

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19 Feb 1864

No. 400-401

IV. With the exception of the *Rough-reading* of the proofs wh
Superintendent, and the *examining*, which will be done either by the Su
Secretaries to Government, the whole work connected with the printing of
proofs and fair copies, washing the type, &c.

to the Supervisor, Government Press.

„ Civil Paymaster.

„ Accountant General.

„ *Public Works Department.*

Exd. J. Tulloch.