(1) பக்கங்களின் எண்ணிக்கை 18

(2) புதுக்கித் திருப்பிய நாள் 20/90

(3) ஆதாரங்குறிப்பவர் சுருக்கொப்பம்

தமிழ்நாடு ஆவணக் காப்பகம்.

தமிழ்நாடு அரசு

P.W.D துறை

அரசாணை எண். 1188
மு. கோப்புத் தாள் எண்.

அச்சகம்
பலவகை

நாள் : 2/5/1883 198 .

மடிக்கவோ கண்டபடி கையாளவோ கூடாது

9 Sheets only

ஆவண. கா-1—18.000—15-6

1178
1

ANNUAL CONFIDENTIAL REPORT.

Surname _____ _____ *Corps.*

Christian Names _____ _____ *Station.*

(To be stated in full.)

Rank _____ _____ *Date of Inspection.*

State of health. } _____ Eyesight ? _____ If fit for active service ? } _____

See Instructions in the Queen's Regulations, Sec. V., Paras. 31 & 32

These questions must be answered.	Answers.	General Remarks.
A. General ability B. General professional acquirements C. Practical proficiency at— (*a*) Drill (*b*) Field Movements D. Professional zeal E. Smartness in performance of duties. F. Horsemanship G. Capacity for command (And describe following traits) 1. Judgment 2. Tact 3. Temper 4. Self-reliance 5. Power of commanding respect. H. Is this Officer equal to the average of his rank in the corps? If above or below the average, state in the General Remarks in what respect he is so. I. Has he the proper influence (for his rank) with Officers, N.C.Os. and men? If not, state in the General Remarks how you account for it.		(By Commanding Officer.) The Commanding Officer should before filling in his opinion, read carefully the "Notes" at the foot of other side of this sheet. If the instructions contained therein are not fully complied with, the Report will have to be returned for correction.

Signature of Commanding Officer _____

Opinion of Inspecting Officer.

The Inspecting Officer should, before filling in his opinion, read carefully the "Notes" at the foot of the other side of this sheet. He should also see that the instructions therein contained have been complied with by the Commanding Officer and full information given by him in answer to the various questions. Should the Inspecting Officer be unable to speak from personal knowledge of the officer, his opinion should be formed, not only on the report of the Commanding officer, but, if requisite, upon the result of inquiries from the Field Officers of the corps.

_____

Signature of Inspecting Officer.

Rank and Name _____ _____ *Corps.*

_____ *Date of Inspection.*

Questions.	Answers.
Professional Qualifications.	
Staff College	
Field Engineering	
Permanent Fortification	
Construction and Estimating	
Field Telegraphy and Signalling	
Electricity	
Submarine Mining	
Surveying	
Railways	
Ballooning	
Foreign Languages If "Interpreter" or "Passed" (v. Queen's Regulations, Index heading "Languages") in any language, to be stated.	
Musketry Note.—The replies to all the foregoing questions are to be answered in the case of every Officer, and as promotion will depend on the nature of the replies, the greatest care is to be observed in filling them in. The answers "yes" or "no" are insufficient.	
Name and Address of nearest relative (stating relationship) for reference in case of emergency.	

* Other special acquirements or qualifications to be inserted.

Signature of Commanding Officer _____

Notes—The Commanding Officer should, in his General Remarks on the other side of this sheet, state, in the case of—

(*a*) Majors, whether he would select them for the position of a Sub-District Commanding Royal Engineer; if not, why not.

(*b*) The senior of each rank, whether he can thoroughly and confidently recommend him for promotion; if not, why not.

The Inspecting Officer should, in the case of a Colonel or Lieutenant-Colonel, state whether he would recommend him for advancement, mentioning if there is any description of Command or appointment for which he appears peculiarly fitted. He will report as fully as possible on each officer, especially on the senior of each rank and his fitness for promotion.

If anything not thoroughly satisfactory, looking to an officer's rank and length of service, be recorded by Commanding Officer or Inspecting Officer, either in the remarks or in answers to *any* of the questions, the particulars are to be communicated to the Officer concerned *verbatim and a note that this has been done is to be made on the Report.*

"Moderate" cannot be accepted as thoroughly satisfactory in regard to any qualification in which an Officer can improve himself by attention or self-control. The word "fair" should only be used when it is intended to be favourable.

In no Regiment or Corps are the qualifications of all officers sufficiently similar to be correctly described by the use of one term, such as "good" or "very good" throughout, and it is essential in a Commanding Officer that he should be able to discern and communicate to H.R.H. the various qualifications of officers under him and their respective merits compared with one another, and not hesitate to inform officers of any points in which improvement is desirable.

Seniors of Regimental Grades should be specially reported on in anticipation of the Annual Report, if anything should occur likely to prejudice their promotion.

1188/2

GOVERNENT OF MADRAS.

PUBLIC WORKS DEPARTMENT.

General.
Establishment.

Read—the following paper:—

From Brigadier-General H. F. PEARSON, c.b., Adjutant-General, to the Secretary to Government, Public Works Department, dated Ootacamund, 19th April 1893, No. 26-M. (Reports and Returns—Confidential Reports).

I have the honour to forward, for your information, a copy of the correspondence* received from the Horse Guards regarding the manner in which replies should be given to the several questions on the first page of the Annual Confidential Reports (Army Form B. 194-3) relating to the professional qualifications of Royal Engineer Officers.

* No. 15-G./9444, dated 23rd February 1893, and enclosures with one spare.

—

Enclosures.

From Colonel J. H. MAITLAND, Deputy Adjutant-General, R.E., to His Excellency the Commander-in-Chief in India, dated Horse Guards, War Office, 23rd February 1893, No. 15-G./9444.

I am directed by His Royal Highness the Commander-in-Chief to transmit, for your information, copies of circular letters as per margin addressed to General Officers Commanding districts on the British establishment regarding information to be furnished as to the professional qualifications of Officers of Royal Engineers in their annual confidential reports [Army Form B. 194 (3)].

No. 11-G./3092, dated 29th November 1888.
No. 13-G./6557, dated 11th April 1891.
No. 15-G./9444, dated 22nd February 1893.

I am to request that you will be so good as to cause similar information to be given as fully as possible, for the information of His Royal Highness, in the Annual Confidential Reports upon Royal Engineer Officers serving in India.

—

From the Deputy Adjutant-General, R. E., to the General Officer Commanding the Troops, dated Horse Guards, War Office, S.W., 29th November 1888, No. 11-G/3092.

Several instances having occurred in which Confidential Reports [Army Form B. 194 (3)] on Officers of Royal Engineers have been forwarded to this office without full replies being given as to the present professional qualifications of the officers, I am directed by the Commander-in-Chief to inform you that His Royal Highness looks to these reports to form an opinion as to the qualifications of officers for special purposes, and the entry "passed course at S.M.E.," which is already known to His Royal Highness, is insufficient to enable him to do so, and would lead to the inference that the officers reported on have either had no opportunities of improving themselves in the subjects specified, or have taken no advantage of those opportunities since the completion of their course at Chatham.

I am therefore to request that you will be good enough to arrange for the fullest possible information to be given in future reports on any of the Officers of Royal Engineers serving in your command.

The system of giving the answer "yes" or "no" to each question is also insufficient and should be avoided.

From the Deputy Adjutant-General, R. E., to the General Officer Commanding the Troops, dated Horse Guards, War Office, 11th April 1891, No. 13-G./6557.

With reference to the letter from this Office of 29th November 1888, No. 11-G./3092, pointing out the necessity of full replies being given in the Annual Confidential Report [Army Form B. 194 (3)] as to the present professional qualifications of Officers of Royal Engineers, I am directed by His Royal Highness the Commander-in-Chief to inform you that the answer "passed S. M. E. course" is still frequently noticed.

As His Royal Highness is already in possession of a full report as to the qualifications, &c., of Royal Engineer officers on the completion of their course at Chatham, the answer referred to is of no assistance to His Royal Highness, who looks to these reports to enable him to form an opinion as to the qualifications of officers for special work.

His Royal Highness desires that the term should, therefore, be discontinued, and that the latest information should, as far as possible, be given in future reports.

The particulars as to an officer's professional qualifications should also be filled in by the Commanding Officer, and not by the Officer himself.

From the Deputy Adjutant General, R.E., to the General Officer Commanding the Troops, dated Horse Guards, War Office, 22nd February 1893, No. 15-G./9444.

In reference to the letters from this office of 11th April 1891, No. 13-G./6557, and 29th November 1888, No. 11-G./3092I, am directed by His Royal Highness the Commander-in-Chief to inform you that in reporting upon the professional qualifications of officers of the Royal Engineers in their Annual Confidential Reports [Army Form B. 194 (3)] several instances have again lately occurred, where the answers "passed S.M.E. course" have been given.

His Royal Highness desires, therefore, that attention may again be invited to the letters above quoted, and that the latest information should, as far as possible, be fully given in future reports.

ORDER—dated 2nd May 1893, No. 1188 W., Public Works.

Communicated to officers of the Public Works Department concerned, for information and guidance. Attention is called to appendix U of the Public Works Code for further instructions in regard to the preparation of these Confidential Reports.

(True Extract.)

(Signed) J. HANNAN,
Ag. Joint Secy. to Govt., P.W.D.,
General, Buildings and Roads Branch.

To Superintending Engineers.
To the Consulting Architect.
" Superintendent of Works, Periyár Project.
" Chief Engineer for Irrigation.
" Consulting Engineer for Railways.
" Examiner, Public Works Accounts.
" Examiner, Railway Accounts.

Mily Dept.

Exd. T. . Narayana Iyengar.
Spare Copies

GENERAL.
ESTABLISHMENT.

Govt. of {1893} Madras.

PUBLIC WORKS.

Dated May, 2nd.

Recd. *Encl.*

G.O., 2nd May 1893, No. 1188 W.

MAY.

Annual Confidential Reports

Correspondence from the Horse Guards regarding the manner in which replies should be given to the several questions on the first page of — relating to the professional qualifications of Royal Engineer Officers, communicated to officers of the Department with remarks.

1188
4

No. G. 15 / 9414.

HORSE GUARDS,
WAR OFFICE, S.W.
23rd February 1893.

To

HIS EXCELLENCY THE COMMANDER-IN-CHIEF IN INDIA,

SIR,

I am directed by His Royal Highness the Commander-in-Chief to transmit for your information copies of circular letters as per margin addressed to General Officers Commanding Districts on the British establishment regarding information to be furnished as to the professional qualifications of Officers of Royal Engineers in their annual confidential reports (Army Form B-194 (3)).

No. G. 11 / 3057, dated 29th November 1888.
No. G. 13 / 6522, dated 11th April 1891.
No. G. 15 / 9414, dated 22nd February 1893.

I am to request that you will be so good as to cause similar information to be given, as fully as possible, for the information of His Royal Highness, in the Annual Confidential Reports upon Royal Engineer officers serving in India.

I have the honor to be,

SIR,

Your most obedient servant,

J. HERIOT MAITLAND,
Deputy Adjutant General, R.E.

No. $\frac{G.\ 11}{3092}$, dated Horse Guards, War Office, S.W., 29th November 1888.

From—The Deputy Adjutant General, R. E.,

To—The General Officer Commanding the Troops.

Several instances having occurred in which Confidential Reports (Army Form B. 194 (3)) on officers of Royal Engineers have been forwarded to this office without full replies being given as to the present professional qualifications of the officers, I am directed by the Commander-in-Chief to inform you that His Royal Highness looks to these reports to form an opinion as to the qualifications of officers for special purposes, and the entry "passed course at S.M.E.," which is already known to His Royal Highness, is insufficient to enable him to do so, and would lead to the inference that the officers reported on have either had no opportunities of improving themselves in the subjects specified, or have taken no advantage of those opportunities since the completion of their course at Chatham.

I am, therefore, to request that you will be good enough to arrange for the fullest possible information to be given in future reports on any of the officers of Royal Engineers serving in your command.

The system of giving the answer "Yes" or "No" to each question is also insufficient and should be avoided.

No. $\frac{G.\ 13}{6557}$, dated Horse Guards, War Office, 11th April 1891.

From—The Deputy Adjutant General, R. E.,

To—The General Officer Commanding the Troops.

With reference to the letter from this Office of 29th November 1888, No. $\frac{G.\ 11}{3092}$, pointing out the necessity of full replies being given in the Annual Confidential Report (Army Form B. 194(3)) as to the present professional qualifications of officers of Royal Engineers, I am directed by His Royal Highness the Commander-in-Chief to inform you that the answer "passed S. M. E. course" is still frequently noticed.

As His Royal Highness is already in possession of a full report as to the qualifications, &c., of Royal Engineer officers on the completion of their course at Chatham, the answer referred to is of no assistance to His Royal Highness, who looks to these reports to enable him to form an opinion as to the qualifications of officers for special work.

His Royal Highness desires that the term should, therefore, be discontinued, and that the latest information should, as far as possible, be given in future reports.

The particulars as to an officer's professional qualifications should also be filled in by the Commanding Officer, and not by the Officer himself.

No. $\frac{G.\ 13}{9444}$, dated Horse Guards, War Office, 22nd February 1893.

From—The Deputy Adjutant General, R.E.,

To—The General Officer Commanding the Troops.

In reference to the letters from this office of 11th April 1891, No. $\frac{G.\ 13}{6557}$, and 29th November 1888, No. $\frac{G.\ 11}{3092}$, I am directed by His Royal Highness the Commander-in-Chief to inform you that in reporting upon the professional qualifications of officers of the Royal Engineers in their Annual Confidential Reports (Army Form B. 194 (3)) several instances have again lately occurred, where the answers "passed S.M.E. course" have been given.

His Royal Highness desires, therefore, that attention may again be invited to the letters above quoted, and that the latest information should, as far as possible, be fully given in future reports.

E.1
Dw 4051/53

ANNUAL CONFIDENTIAL REPORT.

1185/C

Surname _____ *Corps.*

Christian Names _____ *Station.*

(To be stated in full.)

Rank _____ *Date of Inspection.*

State of health? _____ Eyesight? _____ If fit for active service? _____

These Questions must be answered.	Answers.	GENERAL REMARKS. (By Commanding Officer.) The Commanding Officer should, before filling in his opinion, read carefully the "Notes" at the foot of other side of this sheet. If the instructions contained therein are not fully complied with, the Report will have to be returned for correction.
A. General ability		
B. General professional acquirements		
C. Practical proficiency at—		
(*a*) Drill, ...		
(*b*) Field Movements ...		
D. Professional zeal		
E. Smartness in performance of duties		
F. Horsemanship		
G. Capacity for command ... (And describe following traits.)		
1. Judgment		
2. Tact		
3. Temper		
4. Self-reliance ...		
5. Power of commanding respect		
H. Is this Officer equal to the average of his rank in the corps? If above or below the average, state in the General Remarks in what respect he is so.		
I. Has he the proper influence (for his rank) with Officers N.C.O.'s and men? If not, state in the General Remarks how you account for it.		

Signature of Commanding Officer

OPINION OF INSPECTING OFFICER.

The Inspecting Officer should, before filling in his opinion, read carefully the "Notes" at the foot of the other side of this sheet. He should also see that the Instructions therein contained have been complied with by the Commanding Officer and full information given by him in answer to the various questions. Should the Inspecting Officer be unable to speak from personal knowledge of the Officer, his opinion should be formed, not only on the report of the Commanding Officer, but if requisite, upon the result of inquiries from the Field Officers of the Corps.

Signature of Inspecting Officer.

nk and Name _____ Corps.

Date of Inspection.

QUESTIONS.	ANSWERS.
PROFESSIONAL QUALIFICATIONS.	
l College	
l Engineering	
anent Fortification	
truction and Estimating	
Telegraphy and Signalling	
city	
rine Mining	
ing	
... ...	
ing	
12 / 2 6 5 7 / 93	
Languages	
f "Interpreter" or "Passed" (v. Queen's Regulations, Index heading ters") in any Language, to be stated.	
... ...	
.—The replies to all the foregoing questions are to be answered in the case Officer, and as promotion will depend on the nature of the replies, the are is to be observed in filling them in. The answers "yes" or "no" are t.	
e and Address of nearest relative (stating relationship) for in case of emergency	

er special acquirements or qualifications to be inserted.

Signature of Commanding Officer

e Commanding Officer should, in his General Remarks on the other side of this sheet, state, in the case of—
) Majors, whether he would select them for the position of a Sub-District Commanding Royal Engineer—if not, why not.
) The Senior of each Rank, whether he can thoroughly and confidently recommend him for promotion—if not, why not.
ing Officer should, in the case of a Colonel or Lt.-Colonel, state whether he would recommend him for advancement, mentioning if there is any description of Com- d or appointment for which he appears peculiarly fitted. He will report as fully as possible on each Officer, especially on the Senior of each rank and his fitness motion.

g not thoroughly satisfactory, looking to an Officer's rank and length of service as recorded by Commanding Officer or Inspecting Officer, either in the Remarks or in ers to *any* of the questions, the particulars are to be communicated to the Officer concerned *verbatim, and a note that this has been done is to be made on the Report.*
cannot be accepted as thoroughly satisfactory in regard to any qualification in which an Officer can improve himself by attention or self-control. The word "fair" ld only be used when it is intended to be favourable.
ment or Corps are the qualifications of all Officers sufficiently similar to be correctly described by the use of one term, such as "good" or "very good" throughout, it is essential in a Commanding Officer that he should be able to discern and communicate to H.R.H. the various qualifications of Officers under him and their rel- ive merits compared with one another, and not hesitate to inform Officers of any points in which improvement is desirable.
Regimental Grades should be specially reported on in anticipation of the Annual Report, if anything should occur likely to prejudice their promotion.

Egyptian Stn. Pg. Co.—No. 215 A—31.10.92—2000.

HEADING Returns and Returns
Confidential Report

19 April

No. 16.
26

1185/7

From
Brigadier-General HUGH P. PEARSON, C.B.,
Adjutant General,

To
The SECRETARY to GOVERNMENT,
Public Works ~~Military~~ Department.

Sir,

I have the honor to forward for your information a copy of the Correspondence received from the Horse Guards regarding the manner

ENCLOSURES. 2

+ No. G.15/94440 of 23rd February 93 and enclosures with one spare.

in which replies should be given to the several questions on the first page of the annual Confidential Reports (Army Form B 194-3) relating to the professional qualifications of Royal Engineer officers.

I have the honor to be,
Sir,
Your obedient Servant
Hugh P. Pearson
Brigadier-General
Adjutant-General

C.R. 1000.
12. 2-24-93.

~~MILITARY~~ (1893) DEPARTMENT.

P. W. CURRENT No. 4051

No.

From

THE ADJUTANT GENERAL,

To

THE SECRETARY TO GOVERNMENT,

Dated

Received 1.5.93

Encls 2

No.

With order

No 1188-W dy 2nd May 1893

HCS
22 a/m

Communicated to officers of the P.W. Dept. concerned for information and guidance. Attention is called to Appendix H of the Public Works Code for further instructions in regard to the preparation of these Confidential Reports.

BOB
25.4.93

S Engr
C "
Supts P.W.
Exec Engrs
Exec Engrs
Ex Ry Ag

15 Copies to audit Asstt
Director 5.5.93
17.5.93

Advt 10/4
Jun 26/4

C.W.O. 4051

Govt. of {1893} Madras.

PUBLIC WORKS.

Recd. Encl.

G.O. 2d May 1893, No. 1158 W

Annual confidential reports.

=

Correspondence from the Naval Guards regarding the manner in which reports should be given in the annual question on the first page of — relating to the professional qualifications of R.E. officers commg. to officers of the dept with remarks

C.W.O. 3/15.

250/14