Public Works (1896) Department.

G.O., No. 3410

Dated 28-1-96

[Despatch Abstract.]

Petitions to the Houses of Parliament;

Pro- Public Deptt recording letter from the Govt of India stating that all ——— should be sent unofficially, recorded

P.W. 28.
2,000—25-10-

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Gobt. of {1896} Madras.

PUBLIC.

P.W. CURRENT No. 624

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No 341 Wdg 28th Jany 189

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G.O., No. 5, 6th January 1896.

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JANUARY.

Petitions to the Houses of Parliament.

Recording for guidance letter from the Government of India stating that all — should be presented unofficially.

2 Copies to-day

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—again the following paper:—

Letter to the Secretary to the Government of India, Home Department, No. 935, Public, dated 13th November 1895.

In April last the Secretary of the South India Visvakulotharana Association enquired whether this Government would take steps for the formal presentation, for consideration and disposal, of a petition addressed to Parliament, and in reply was informed that the petition would be forwarded to the Government of India, but that this Government could undertake nothing further in connection with it.

2. I am now directed to transmit two bound volumes containing, respectively, the original petition and a printed copy thereof. The petition is from the Kammálahs (Goldsmith caste) of Southern India with the object of "exposing the intentions and aims of the so-called Indian National Congress."

3. I am directed to take this opportunity of enquiring what procedure should be followed in similar cases in future. In Resolution of the Home Department, No. 16—1098–1114, dated 20th June 1889, it was decided that if a petition against the orders of the Secretary of State for India in Council is prepared for presentation to Parliament, it should be submitted to the House of Parliament to which it is addressed through the medium of some unofficial member of the House and not through the Secretary of State. But it was not stated what procedure should be adopted in the case of a petition addressed to Parliament which is not an appeal against an order of the Secretary of State.

(Signed) J. F. PRICE,
Chief Secretary.

READ—also the following paper:—

From J. P. HEWETT, Esq., C.I.E., Officiating Secretary to the Government of India, Home Department (Public), to the Chief Secretary to the Government of Madras, dated Calcutta, the 12th December 1895, No. 2008.

I am directed to acknowledge the receipt of your letter, No. 935, dated the 13th ultimo, forwarding two bound volumes, containing an original petition and a printed copy thereof, addressed to Parliament by the Kammálahs (or Goldsmith caste) of Southern India on the subject of the so-called Indian National Congress. The Government of Madras enquire what procedure should be followed in dealing with similar cases in future.

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Order—No. 5, Public, dated 6th January 1896.

Recorded for guidance.

2. The enclosures will accordingly be returned to the petitioners.

(True Extract.)

W. H. D. Sullivan
for *Chief Secretary.*

To the Secretary, the South India Visvakulotharana Association (*Extract only*).
" Revenue Department.
" Public Works Department.
" Local and Municipal Department.

Exd. A. Raitt.

Govt. of {1896} Madras.

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No 341/Wlf 28-January 1896

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REVENUE DEPARTMENT.

Read—again the following G.O., No. 198, Revenue, dated 9th March 1894.

Read—G.O., No. 510, Public, dated 3rd July 1893.

Abstract.—Passing orders on a letter from the Director of Public Instruction enquiring whether certain portions of the pamphlet containing rules for the conduct of Public Servants are applicable to officers of the Educational Department.

Order—No. 198, Revenue, dated 9th March 1894.

Miscellaneous.

With reference to paragraph 1 of the Proceedings read above, the Government directs that the words "to officers in their own or other departments, or" be inserted after the word "agents" in the penultimate line of article 23 of the Public Servants' Manual. Before passing final orders on the other point referred to in the paper, the Government desires to have the opinion of the Director of Public Instruction in the first instance, as to the classes of officers of the Educational Department to which article 2 of the manual should be made applicable, *i.e.*, whether the article should be extended to all officers of the Educational Department or only to those who are employed on inspection duty of and above a certain rank such as Sub-Assistant Inspector. The necessary information will be obtained from the Director in the Educational Department.

2. The Government notices certain defects in the manual and accordingly takes the present opportunity to correct them.

(*a*) Article 3 omits all reference to officers of the Forest Department. The omission will be supplied by the insertion of the following at the end of article 3 (*a*):—

"Officers of the Forest Department of and above the rank of Ranger."

(*b*) Under article 3 (*a*) as it stands at present, no person who owns lands in a district may be appointed a Sub-Registrar in any part of that district, though he may be appointed a Tahsildar in any taluk other than the one in which he owns lands. The Government does not see why a Sub-Registrar should be placed in a more disadvantageous position than a Tahsildar and considers that the inequality may be removed by expunging the prefix "Sub" before "Registrar" in line 10, clause (*a*), of article 3 and including "Sub-Registrars" in clause (*b*) thereof along with Tahsildars. The Inspector-General of Registration is requested to give his opinion on this point.

(*c*) Note to article 3 prohibits all officers of the Public Works Department from acquiring or holding lands within the limits of their charge, while the article in the case of other departments restricts the prohibition to certain specified classes of officers. Further, there is a Departmental Code in which the rules applicable to the officers of the Public Works Department are given at length (*vide* Public Works Department Code (India), volume I, appendix F). It is a question for consideration therefore whether it will not suffice to substitute the following note for the existing one:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code (India), volume I, appendix F."

The Chief Engineer will, however, be requested in the Public Works Department to give his opinion on this question.

(*d*) Article 4, as it is worded at present, applies only to the classes of officers referred to in article 3; but from article 12 it appears that article 4 is intended to apply to all officers in superior service. The discrepancy will be removed by the substitution of the words "in superior service" for "as above specified" in article 4.

(*e*) The term "Public servants" occurring in the manual has too wide a significance. The expression "Government servants" will be substituted therefor.

(*f*) It is observed that in article 26 of the manual the classes of officers of all departments to whom the prohibition contained in article 23 should apply have not been enumerated, only those in the Government Secretariat offices or under the control of the Board of Revenue having been specified. Other heads of departments will now be requested to furnish the necessary information in order that it may be incorporated in the manual.

(True Extract.)

(Signed) C. A. GALTON,
Secretary to Government.

To the Departments of the Secretariat.

Read—replies from the various Heads of Departments.

Order—No. 6, Revenue, dated 9th January 1896.

Miscellaneous.

In its order, No. 198, dated 9th March 1894, the Government noticed several defects in the Government Servants' Manual, and with a view to correct them called for information on certain points from the officers concerned. All these officers having now sent in their replies, His Excellency the Governor in Council proceeds to pass orders thereon.

2. *Paragraph* 1 *of the Order.*—The Director of Public Instruction considers that article 2 of the manual should be made applicable only to those officers of the Educational Department who are employed on inspection duty of and above the rank of Sub-Assistant Inspectors of Schools or Sub-Assistant Inspectresses of Girls' Schools. The Government agrees with the Director and directs that the following be inserted as clause 9 of article 3 (*a*) of the manual, the existing clauses being numbered 1 to 8:—

"Officers of the Educational Department employed on inspection duty of and above the rank of Sub-Assistant Inspector of Schools or Sub-Assistant Inspectress of Girls' Schools."

3. *Paragraph* 2 (*b*) *of the Order.*—As the Inspector-General of Registration concurs in the opinion expressed in this paragraph, the alterations therein suggested will now be carried out.

4. *Paragraph* 2 (*c*) *of the Order.*—The Chief Engineer, Public Works Department, replies that it will be sufficient if the proposal contained in this paragraph is given effect to. The existing note to article 3 will accordingly be struck out and the following substituted:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code, volume I, appendix F."

5. *Paragraph* 2 (*f*) *of the Order.*—In answer to the call contained in this paragraph, the Heads of Departments consulted specify the classes of officers to whom the prohibition contained in article 23 should, in their opinion, apply and who should, therefore, be included in article 26 of the manual. The lists of officers submitted by the various Heads of Departments are approved, subject to the following remarks:—

(*a*) As article 26 is intended to show only those non-gazetted officers holding positions of trust and responsibility to whom article 23 applies, it is unnecessary to mention therein the names of any gazetted officers, as such officers are expressly referred to in article 23.

(*b*) The Government considers that the prohibitions contained in article 23 need not be applied to persons employed in the Archæological Department and in the Government Translators' offices; nor, as a rule, to clerks and other ministerial officers holding positions involving little or no trust and responsibility.

(*c*) The Commissioner of Paper Currency, Madras, states that the Superintendent and the Treasurer of the Paper Currency office may, with the approval of the Government of India, be subjected to article 23. This question will be remitted to the Financial Department for consideration.

(*d*) As the Local Government has no longer any control over military offices, the employés in all such offices will be altogether excluded from the operation of the Government Servants' Manual.

(*e*) The Government considers that, in addition to the officers enumerated in the lists submitted, the Managers in the offices of the Inspectors-General of Police and Prisons, the Commissioner of Police, Madras, and the Commissioner for Government Examinations and the Chief Clerk in the Chief Presidency Magistrate's Court who is the Manager of the office, should be included in article 26.

6. The classes of non-gazetted officers to whom, as indicated above, the prohibition in article 23 should apply and who should, therefore, be included in article 26, are shown in the list appended to this order. This list will be printed as an appendix to article 26 of the manual, the words "in other departments to the non-gazetted officers enumerated in appendix C" being substituted for the words "all Government servants in corresponding positions of trust and responsibility" at the end of the article itself. With reference to paragraph 5 (*a*) *supra* the words "Deputy Collectors" in line 2 will be omitted and the words "non-gazetted" will be inserted before "officers of the Salt and Abkári Department."

7. The Government will now consider the amendments suggested by the Inspectors-General of Registration, Police and Prisons.

8. The Inspector-General of Registration remarks that while, under articles 2 and 3, an officer may purchase landed property from a landholder residing outside the district or sub-division in which he is employed, under article 23 he should not take a mortgage with possession of property situated in *any part of the Presidency*. He goes on to remark: "In many cases the only way in which landed property can be acquired is by lending money on it and in Malabar it is *kanam* or mortgage rights that form the subject of sale generally, sales of janm or full ownership being comparatively rare. When officers are members of joint families, they have no power to control the discretion of the managing members to invest the surplus family funds to the best advantage and the want of banking facilities in the mufassal often makes it necessary that such funds should be invested in landed securities." He accordingly submits that "the object in view will be sufficiently attained if officers are prohibited from lending money to landholders who are within the sphere of their official influence and a report be insisted on in the case of all loans to enable the Government or the heads of departments to satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened." The Government fully concurs in the remarks of the Inspector-General of Registration and approves of the suggestions made by that officer. Article 23 will accordingly be amended as follows:—

(*a*) For "Presidency" in the last line of the article substitute "sphere of their official influence."

(*b*) At the end of the article insert the following sentences:—

"In all cases in which such officers lend money, a report should be submitted by them to the Heads of the Departments concerned who will satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened. If the officer is himself the Head of the Department, the report should be submitted to Government."

9. The Inspector-General of Police brings to notice that according to the Government of India's letter embodied in G.O., No. 424, Public, dated 20th June 1892, the prohibition contained in article 23 is absolute in the case of gazetted officers, while in that of non-gazetted officers it may be relaxed in exceptional cases at the discretion of the Head of the Department subject to the control of Government," and suggests

that this proviso may, with advantage, be inserted in the manual. The suggestion, however, does not commend itself to Government as, if adopted, it would only lead to frequent attempts at obtaining relaxation; really exceptional cases will naturally be reported to Government.

10. The Inspector-General of Prisons makes the following further suggestions:—

(i) that the phrase "officers exercising independent judicial or revenue functions" in article 2 of the manual should be revised, as article 3 shows that the phrase covers other officers also.

The Government agrees with the Inspector-General and the words "judicial, revenue or other public functions" will accordingly be substituted for "judicial or revenue functions."

(ii) That article 9 should be omitted as it supplies unnecessary information. This is approved.

(iii) That article 18 should be omitted and the wording of article 12 assimilated to that of article 13 by substituting therein the words "immoveable property" for the word "land." This suggestion is also accepted and article 12 will be modified accordingly.

(iv) That the obligation imposed by article 16 should be limited to persons actually entering the Government service and not extended to all candidates. The existing rule is based on paragraph 5 of the circular of the Government of India, No. 21—797-806, dated 13th May 1885, and should, the Government considers, be retained.

(v) That the provisions of law referred to in article 33 should be recited as the statutes are not generally available to Government servants. This suggestion commends itself to Government and the necessary portions of the statutes mentioned will be printed as appendix D, the following being inserted at the end of the article: "which are printed in appendix D."

(vi) That the words "when no other means of locomotion are available" in article 38 should be omitted, as they nullify the permission contained in that article, owing to the fact that "there is hardly any journey for which either a bullock cart or a palki cannot be made available." The Government concurs in this view and directs the words referred to be omitted.

(vii) That the deep-type heading to article 82 should be modified as it does not express correctly the subject of the rule. This is approved and the following will be substituted for the present heading: "Acceptance of employment on one establishment by officers serving on another establishment."

(viii) That in appendix B, rule 3, line 3, the words "jail or" be omitted as there is no jail hospital now at Ootacamund. This suggestion will be carried out.

11. In order to supplement the provisions relating to the submission of memorials the Government directs the insertion of the following article:—

"71-A. Every memorial should be submitted through the Head of the Office or Department to which the officer belongs or belonged. But there is no objection to a duplicate copy being transmitted direct to Government, provided that the memorial is marked as a duplicate."

Note.—"The Head of the Office or Department will at once forward the petition to the Government through the ordinary official channel and make such remarks as he may consider necessary in regard to the accuracy of statements made and inferences drawn in the appeal petition; he will also forward such records, not submitted by the appellant, as should properly be consulted in order to the disposal of the appeal."

12. All questions relating to the Government Servants' Manual will in future be dealt with in the Public Department.

(True Extract.)

(Signed) E. GIBSON,
Secretary to Government.

To all Departments of the Secretariat.
" Heads of Departments under the Revenue Secretariat.

APPENDIX I.

Heads of Departments.	Classes of officers included in article 26 of the Government Servants' Manual.
1. The Inam Commissioner	The Manager, Inam Commissioner's Office.
2. The Superintendent, Revenue Survey, Madras.	(i) Sub-Assistants. (ii) Head-Surveyors. (iii) Head-clerks. (iv) Head Accountants.
3. The Superintendent, Government Central Museum.	The Assistants.
4. The Government Botanist and Director of Cinchona Plantations, Parks and Gardens, Nilgiris.	(i) Curator of Government Gardens. (ii) Superintendents, Cinchona Department. (iii) Manager, Office of the Govt. Botanist, &c.
5. The Public Works Department ..	All officers of the Upper Subordinate establishments and Accountants.
6. The Sanitary Commissioner	(i) The Manager and Assistant to the Sanitary Commissioner. (ii) The Head-clerk, Sanitary Commissioner's Office. (iii) The Deputy Inspectors of Vaccination.
7. The Sanitary Engineer	(i) Office Assistant, Sanitary Engineer's Office. (ii) Manager, Sanitary Engineer's Office.
8. The High Court	(i) Managers, Deputy Managers and Record-keepers on both sides of the High Court, and the Superintendent of Correspondence on the Appellate Side. (ii) The Sheristadar, the Head-clerk, the Nazir, and the Record-keeper of the City Civil Court. (iii) Sheristadars and Head-clerks of the District and Sub-Judges' Courts. (iv) Head-clerks of the District Munsif's Courts. (v) Central and Deputy Nazirs. (vi) Record-keepers and Translators in District Courts.
9. The Inspector-General of Police ..	(i) The Inspectors of Police. (ii) The Station-house officers. (iii) The Manager, Office of the Inspector-General of Police
10. The Inspector-General of Prisons ..	(i) Jailors. (ii) Deputy Jailors. (iii) The Manager, Office of the Inspector-General of Prisons.
11. The Inspector-General of Registration..	(i) The Sub-Registrars. (ii) The Manager, Office of the Inspector-General of Registration.
12. The Chief Presidency Magistrate ..	The Chief-clerk, Chief Presidency Magistrate's Court.
13. The Commissioner of Police, Madras ..	(i) Superintendent. (ii) District Inspectors. (iii) Inspectors. (iv) Sub-Inspectors. (v) The Manager, Office of the Commissioner of Police.
14. The Madras Court of Small Causes ..	(i) Head-clerk. (ii) Nazir. (iii) Treasurer.

APPENDIX I.—*cont.*

Heads of Departments.	Classes of officers included in article 26 of the Government Servants' Manual.
15. The Surgeon-General with the Government of Madras.	(*a*) *Executive Branch.* (i) Civil Apothecaries and Hospital Assistants holding independent medical charge of hospitals and dispensaries. (ii) Medical subordinates in subordinate charge of Presidency hospitals and Lunatic asylums. (*b*) *Ministerial Branch.* (iii) Manager, Assistant Manager, and Departmental Head-clerks in the office. (iv) Manager, Superintendents of rooms, and Assistants in the Medical Store Depôts, Madras and Rangoon. (v) Stewards and Store-keepers of Presidency hospitals.
16. The Private Secretary to His Excellency the Governor.	The Manager, Private Secretary's Office.
17. The Superintendent of Stationery ..	(i) The Manager. (ii) The Store-keeper. (iii) The Head Accountant.
18. The Superintendent, Government Press.	(i) The Superintendent. (ii) The Deputy Superintendent. (iii) The Assistant Superintendent.
19. The British Consular Agent, Pondicherry.	(i) Consular clerk at Pondicherry.
20. The Resident in Travancore and Cochin.	(ii) " " at Karikal. (i) The Manager of the Resident's Office and Treasury-officer. (ii) The Head Accountant of the Resident's Office. (iii) The Treasurer of the Resident's Treasury.
21. The Paymaster, Carnatic Stipends ..	The Manager, Office of the Paymaster, Carnatic Stipends.
22. The Political Agent for Pudukkóttai ..	The Chief Political clerk of the office.
23. The Government Agent, Tanjore ..	Sirkele, Agency Department.
24. The Special Agent, South Arcot. ..	Clerk of the Special Agent.
25. The Presidency Port Officer	Port Conservators at Calingapatam, Cuddalore, Porto Novo, Tellicherry and Cannanore.
26. The Accountant-General	All officers of the Subordinate Account service and Assistant Inspectors of Local Fund Accounts.
27. The Director of Public Instruction ..	(i) Sub-Assistant Inspectors of Schools. (ii) Sub-Assistant Inspectresses of Girls' schools. (iii) Heads of Government schools. (iv) Head-clerks in the offices of the Inspectors, Inspectresses and Assistant Inspectors.
28. Commissioner for Government Examinations.	The Manager, Office of the Commissioner.

APPENDIX II.

Extracts from 13, George III, Chapter 63.

XXIII. And be it' further enacted by the authority aforesaid, that no Governor-General or any of the council of the said United Company's Presidency of Fort William in Bengal or any Chief Justice, or any of the Judges of the Supreme Court of Judicature at Fort William aforesaid, shall, directly or indirectly, by themselves or by any other person or persons for his or their use or on his or their behalf, accept, receive or take, of or from any person or persons, in any manner, or in any account whatsoever, any present, gift, donation, gratuity or reward, pecuniary or otherwise, or any promise or engagement for any present, gift, donation, gratuity or reward.

XXIV. And be it further enacted by the authority aforesaid, that from and after the first day of August one thousand seven hundred and seventy-four no person holding or exercising any Civil or Military office under the Crown or the said United Company in the East Indies, shall

accept, receive or take, directly or indirectly, by himself or any other person or persons on his behalf or for his use or benefit, of and from any of the Indian princes or powers, or their ministers or agents (or any of the natives of Asia) any present, gift, donation, gratuity or reward, pecuniary or otherwise, upon any account or on any pretence whatsoever ; or any promise or engagement for any present, gift, donation, gratuity or reward.

Extracts from 33, George III, Chapter 52.

LXII. And be it further enacted, that the demanding or receiving any sum of money or other valuable thing as a gift or present or under colour thereof, whether it be for the use of the party receiving the same or for or pretended to be for the use of the said Company or of any other person whatsoever, by any British subject holding or exercising any office or employment under His Majesty or the said United Company in the East Indies, shall be deemed and taken to be extortion and a misdemeanor at law, and shall be proceeded against and punished as such under and by virtue of this Act, and the offender shall also forfeit to the King's Majesty, his heirs and successors, the whole gift or present so received or the full value thereof.

LXIII. Provided always, and be it further enacted, that the Court or jurisdiction before whom any such offence shall be tried shall have full power and authority to direct the said present or gift or any part thereof to be restored to the party who gave the same, or to order the whole or any part thereof, or of any fine which the Court shall set on the offender, to be paid or given to the prosecutor or informer, as such Court in its discretion shall think fit.

Extracts from 3 and 4, William IV, Chapter 85.

LXXVI. And be it enacted, that there shall be paid to the several officers hereinafter named the several salaries set against the names of such officers, subject to such reduction of the said several salaries respectively as the said Court of Directors, with the sanction of the said Board, may at any time think fit, that is to say,—

To the Governor-General of India, ...

To each ordinary Member of the Council of India, ...

To each Governor of the Presidencies of Fort St. George, Bombay, ...

To each Member of any Council to be appointed in any Presidency, ...

And the salaries of the said officers respectively, shall commence from their respectively taking upon them the execution of their respective offices and the said salaries shall be the whole profit or advantage which the said officers shall enjoy during their continuance in such offices respectively ; and it shall be, and it is hereby, declared to be a misdemeanor for any such officer to accept for his own use, in the discharge of his office, any present, gift, donation, gratuity, or reward, pecuniary or otherwise, whatsoever, or to trade or traffic for his own benefit or for the benefit of any other person or persons whatsoever.

Exd. Shaik Karim.

250 Copies.

Govt. of {1896} Madras.

REVENUE.

Issued

Recd. *Encl.*

G.O., No. 6, 9th January 1896.

JANUARY.

Government Servants' Manual.

Making certain amendments in the — and stating that all questions relating to the Manual will in future be dealt with in the Public Department.

GOVERNMENT OF MADRAS.

REVENUE DEPARTMENT.

Read—again the following G.O., No. 198, Revenue, dated 9th March 1894.

Read—G.O., No. 510, Public, dated 3rd July 1893.

Abstract.—Passing orders on a letter from the Director of Public Instruction enquiring whether certain portions of the pamphlet containing rules for the conduct of Public Servants are applicable to officers of the Educational Department.

Order—No. 198, Revenue, dated 9th March 1894.

Miscellaneous.

With reference to paragraph 1 of the Proceedings read above, the Government directs that the words "to officers in their own or other departments, or" be inserted after the word "agents" in the penultimate line of article 23 of the Public Servants' Manual. Before passing final orders on the other point referred to in the paper, the Government desires to have the opinion of the Director of Public Instruction in the first instance, as to the classes of officers of the Educational Department to which article 2 of the manual should be made applicable, *i.e.*, whether the article should be extended to all officers of the Educational Department or only to those who are employed on inspection duty of and above a certain rank such as Sub-Assistant Inspector. The necessary information will be obtained from the Director in the Educational Department.

2. The Government notices certain defects in the manual and accordingly takes the present opportunity to correct them.

(*a*) Article 3 omits all reference to officers of the Forest Department. The omission will be supplied by the insertion of the following at the end of article 3 (*a*):—

"Officers of the Forest Department of and above the rank of Ranger."

(*b*) Under article 3 (*a*) as it stands at present, no person who owns lands in a district may be appointed a Sub-Registrar in any part of that district, though he may be appointed a Tahsildar in any taluk other than the one in which he owns lands. The Government does not see why a Sub-Registrar should be placed in a more disadvantageous position than a Tahsildar and considers that the inequality may be removed by expunging the prefix "Sub" before "Registrar" in line 10, clause (*a*), of article 3 and including "Sub-Registrars" in clause (*b*) thereof along with Tahsildars. The Inspector-General of Registration is requested to give his opinion on this point.

(*c*) Note to article 3 prohibits all officers of the Public Works Department from acquiring or holding lands within the limits of their charge, while the article in the case of other departments restricts the prohibition to certain specified classes of officers. Further, there is a Departmental Code in which the rules applicable to the officers of the Public Works Department are given at length (*vide* Public Works Department Code (India), volume I, appendix F). It is a question for consideration therefore whether it will not suffice to substitute the following note for the existing one:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code (India), volume I, appendix F."

The Chief Engineer will, however, be requested in the Public Works Department to give his opinion on this question.

(*d*) Article 4, as it is worded at present, applies only to the classes of officers referred to in article 3; but from article 12 it appears that article 4 is intended to apply to all officers in superior service. The discrepancy will be removed by the substitution of the words "in superior service" for "as above specified" in article 4.

(*e*) The term "Public servants" occurring in the manual has too wide a significance. The expression "Government servants" will be substituted therefor.

(*f*) It is observed that in article 26 of the manual the classes of officers of all departments to whom the prohibition contained in article 23 should apply have not been enumerated, only those in the Government Secretariat offices or under the control of the Board of Revenue having been specified. Other heads of departments will now be requested to furnish the necessary information in order that it may be incorporated in the manual.

(True Extract.)

(Signed) C. A. GALTON,
Secretary to Government.

To the Departments of the Secretariat.

Read—replies from the various Heads of Departments.

Order—No. 6, Revenue, dated 9th January 1896.

Miscellaneous.

In its order, No. 198, dated 9th March 1894, the Government noticed several defects in the Government Servants' Manual, and with a view to correct them called for information on certain points from the officers concerned. All these officers having now sent in their replies, His Excellency the Governor in Council proceeds to pass orders thereon.

2. *Paragraph* 1 *of the Order.*—The Director of Public Instruction considers that article 2 of the manual should be made applicable only to those officers of the Educational Department who are employed on inspection duty of and above the rank of Sub-Assistant Inspectors of Schools or Sub-Assistant Inspectresses of Girls' Schools. The Government agrees with the Director and directs that the following be inserted as clause 9 of article 3 (*a*) of the manual, the existing clauses being numbered 1 to 8:—

"Officers of the Educational Department employed on inspection duty of and above the rank of Sub-Assistant Inspector of Schools or Sub-Assistant Inspectress of Girls' Schools."

3. *Paragraph* 2 (*b*) *of the Order.*—As the Inspector-General of Registration concurs in the opinion expressed in this paragraph, the alterations therein suggested will now be carried out.

4. *Paragraph* 2 (*c*) *of the Order.*—The Chief Engineer, Public Works Department, replies that it will be sufficient if the proposal contained in this paragraph is given effect to. The existing note to article 3 will accordingly be struck out and the following substituted:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code, volume I, appendix F."

5. *Paragraph* 2 (*f*) *of the Order.*—In answer to the call contained in this paragraph, the Heads of Departments consulted specify the classes of officers to whom the prohibition contained in article 23 should, in their opinion, apply and who should, therefore, be included in article 26 of the manual. The lists of officers submitted by the various Heads of Departments are approved, subject to the following remarks:—

(*a*) As article 26 is intended to show only those non-gazetted officers holding positions of trust and responsibility to whom article 23 applies, it is unnecessary to mention therein the names of any gazetted officers, as such officers are expressly referred to in article 23.

(*b*) The Government considers that the prohibitions contained in article 23 need not be applied to persons employed in the Archæological Department and in the Government Translators' offices; nor, as a rule, to clerks and other ministerial officers holding positions involving little or no trust and responsibility.

(*c*) The Commissioner of Paper Currency, Madras, states that the Superintendent and the Treasurer of the Paper Currency office may, with the approval of the Government of India, be subjected to article 23. This question will be remitted to the Financial Department for consideration.

(*d*) As the Local Government has no longer any control over military offices, the employés in all such offices will be altogether excluded from the operation of the Government Servants' Manual.

(*e*) The Government considers that, in addition to the officers enumerated in the lists submitted, the Managers in the offices of the Inspectors-General of Police and Prisons, the Commissioner of Police, Madras, and the Commissioner for Government Examinations and the Chief Clerk in the Chief Presidency Magistrate's Court who is the Manager of the office, should be included in article 26.

6. The classes of non-gazetted officers to whom, as indicated above, the prohibition in article 23 should apply and who should, therefore, be included in article 26, are shown in the list appended to this order. This list will be printed as an appendix to article 26 of the manual, the words "in other departments to the non-gazetted officers enumerated in appendix C" being substituted for the words "all Government servants in corresponding positions of trust and responsibility" at the end of the article itself.

With reference to paragraph 5 (*a*) *supra* the words "Deputy Collectors" in line 2 will be omitted and the words "non-gazetted" will be inserted before "officers of the Salt and Abkári Department."

7. The Government will now consider the amendments suggested by the Inspectors-General of Registration, Police and Prisons.

8. The Inspector-General of Registration remarks that while, under articles 2 and 3, an officer may purchase landed property from a landholder residing outside the district or sub-division in which he is employed, under article 23 he should not take a mortgage with possession of property situated in *any part of the Presidency*. He goes on to remark: "In many cases the only way in which landed property can be acquired is by lending money on it and in Malabar it is *kanam* or mortgage rights that form the subject of sale generally, sales of janm or full ownership being comparatively rare. When officers are members of joint families, they have no power to control the discretion of the managing members to invest the surplus family funds to the best advantage and the want of banking facilities in the mufassal often makes it necessary that such funds should be invested in landed securities." He accordingly submits that "the object in view will be sufficiently attained if officers are prohibited from lending money to landholders who are within the sphere of their official influence and a report be insisted on in the case of all loans to enable the Government or the heads of departments to satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened." The Government fully concurs in the remarks of the Inspector-General of Registration and approves of the suggestions made by that officer. Article 23 will accordingly be amended as follows:—

(*a*) For "Presidency" in the last line of the article substitute "sphere of their official influence."

(*b*) At the end of the article insert the following sentences:—

"In all cases in which such officers lend money, a report should be submitted by them to the Heads of the Departments concerned who will satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened. If the officer is himself the Head of the Department, the report should be submitted to Government."

9. The Inspector-General of Police brings to notice that according to the Government of India's letter embodied in G.O., No. 424, Public, dated 20th June 1892, the prohibition contained in article 23 is absolute in the case of gazetted officers, while in that of non-gazetted officers it may be relaxed in exceptional cases at the discretion of the Head of the Department subject to the control of Government," and suggests

that this proviso may, with advantage, be inserted in the manual. The suggestion, however, does not commend itself to Government as, if adopted, it would only lead to frequent attempts at obtaining relaxation; really exceptional cases will naturally be reported to Government.

10. The Inspector-General of Prisons makes the following further suggestions:—

(i) that the phrase "officers exercising independent judicial or revenue functions" in article 2 of the manual should be revised, as article 3 shows that the phrase covers other officers also.

The Government agrees with the Inspector-General and the words "judicial, revenue or other public functions" will accordingly be substituted for "judicial or revenue functions."

(ii) That article 9 should be omitted as it supplies unnecessary information. This is approved.

(iii) That article 18 should be omitted and the wording of article 12 assimilated to that of article 13 by substituting therein the words "immoveable property" for the word "land." This suggestion is also accepted and article 12 will be modified accordingly.

(iv) That the obligation imposed by article 16 should be limited to persons actually entering the Government service and not extended to all candidates. The existing rule is based on paragraph 5 of the circular of the Government of India, No. 21—797-806, dated 13th May 1885, and should, the Government considers, be retained.

(v) That the provisions of law referred to in article 33 should be recited as the statutes are not generally available to Government servants. This suggestion commends itself to Government and the necessary portions of the statutes mentioned will be printed as appendix D, the following being inserted at the end of the article: "which are printed in appendix D."

(vi) That the words "when no other means of locomotion are available" in article 38 should be omitted, as they nullify the permission contained in that article, owing to the fact that "there is hardly any journey for which either a bullock cart or a palki cannot be made available." The Government concurs in this view and directs the words referred to be omitted.

(vii) That the deep-type heading to article 82 should be modified as it does not express correctly the subject of the rule. This is approved and the following will be substituted for the present heading: "Acceptance of employment on one establishment by officers serving on another establishment."

(viii) That in appendix B, rule 3, line 3, the words "jail or" be omitted as there is no jail hospital now at Ootacamund. This suggestion will be carried out.

11. In order to supplement the provisions relating to the submission of memorials the Government directs the insertion of the following article:—

"71-A. Every memorial should be submitted through the Head of the Office or Department to which the officer belongs or belonged. But there is no objection to a duplicate copy being transmitted direct to Government, provided that the memorial is marked as a duplicate."

Note.—"The Head of the Office or Department will at once forward the petition to the Government through the ordinary official channel and make such remarks as he may consider necessary in regard to the accuracy of statements made and inferences drawn in the appeal petition; he will also forward such records, not submitted by the appellant, as should properly be consulted in order to the disposal of the appeal."

12. All questions relating to the Government Servants' Manual will in future be dealt with in the Public Department.

(True Extract.)

(Signed) F. GIBSON,
Secretary to Government.

To all Departments of the Secretariat.
„ Heads of Departments under the Revenue Secretariat.

APPENDIX I.

Heads of Departments.	Classes of officers included in article 26 of the Government Servants' Manual.
1. The Inam Commissioner	The Manager, Inam Commissioner's Office.
2. The Superintendent, Revenue Survey, Madras.	(i) Sub-Assistants. (ii) Head-Surveyors. (iii) Head-clerks. (iv) Head Accountants.
3. The Superintendent, Government Central Museum.	The Assistants.
4. The Government Botanist and Director of Cinchona Plantations, Parks and Gardens, Nilgiris.	(i) Curator of Government Gardens. (ii) Superintendents, Cinchona Department. (iii) Manager, Office of the Govt. Botanist, &c.
5. The Public Works Department ..	All officers of the Upper Subordinate establishments and Accountants.
6. The Sanitary Commissioner	(i) The Manager and Assistant to the Sanitary Commissioner. (ii) The Head-clerk, Sanitary Commissioner's Office. (iii) The Deputy Inspectors of Vaccination.
7. The Sanitary Engineer	(i) Office Assistant, Sanitary Engineer's Office. (ii) Manager, Sanitary Engineer's Office.
8. The High Court	(i) Managers, Deputy Managers and Record-keepers on both sides of the High Court, and the Superintendent of Correspondence on the Appellate Side. (ii) The Sheristadar, the Head-clerk, the Nazir, and the Record-keeper of the City Civil Court. (iii) Sheristadars and Head-clerks of the District and Sub-Judges' Courts. (iv) Head-clerks of the District Munsif's Courts. (v) Central and Deputy Nazirs. (vi) Record-keepers and Translators in District Courts.
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11. The Inspector-General of Registration..	(i) The Sub-Registrars. (ii) The Manager, Office of the Inspector-General of Registration.
12. The Chief Presidency Magistrate ..	The Chief-clerk, Chief Presidency Magistrate's Court.
13. The Commissioner of Police, Madras ..	(i) Superintendent. (ii) District Inspectors. (iii) Inspectors. (iv) Sub-Inspectors. (v) The Manager, Office of the Commissioner of Police.
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16. The Private Secretary to His Excellency the Governor.	The Manager, Private Secretary's Office.
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23. The Government Agent, Tanjore ..	Sirkele, Agency Department.
24. The Special Agent, South Arcot. ..	Clerk of the Special Agent.
25. The Presidency Port Officer	Port Conservators at Calingapatam, Cuddalore, Porto Novo, Tellicherry and Cannanore.
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27. The Director of Public Instruction ..	(i) Sub-Assistant Inspectors of Schools. (ii) Sub-Assistant Inspectresses of Girls' schools. (iii) Heads of Government schools. (iv) Head-clerks in the offices of the Inspectors, Inspectresses and Assistant Inspectors.
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To each ordinary Member of the Council of India, ...

To each Governor of the Presidencies of Fort St. George, Bombay, ...

To each Member of any Council to be appointed in any Presidency, ...

And the salaries of the said officers respectively, shall commence from their respectively taking upon them the execution of their respective offices and the said salaries shall be the whole profit or advantage which the said officers shall enjoy during their continuance in such offices respectively ; and it shall be, and it is hereby, declared to be a misdemeanor for any such officer to accept for his own use, in the discharge of his office, any present, gift, donation, gratuity, or reward, pecuniary or otherwise, whatsoever, or to trade or traffic for his own benefit or for the benefit of any other person or persons whatsoever.

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Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code (India), volume I, appendix F."

The Chief Engineer will, however, be requested in the Public Works Department to give his opinion on this question.

(*d*) Article 4, as it is worded at present, applies only to the classes of officers referred to in article 3; but from article 12 it appears that article 4 is intended to apply to all officers in superior service. The discrepancy will be removed by the substitution of the words "in superior service" for "as above specified" in article 4.

(*e*) The term "Public servants" occurring in the manual has too wide a significance. The expression "Government servants" will be substituted therefor.

(*f*) It is observed that in article 26 of the manual the classes of officers of all departments to whom the prohibition contained in article 23 should apply have not been enumerated, only those in the Government Secretariat offices or under the control of the Board of Revenue having been specified. Other heads of departments will now be requested to furnish the necessary information in order that it may be incorporated in the manual.

(True Extract.)

(Signed) C. A. GALTON,
Secretary to Government.

To the Departments of the Secretariat.

Read—replies from the various Heads of Departments.

Order—No. 6, Revenue, dated 9th January 1896.

Miscellaneous.

In its order, No. 198, dated 9th March 1894, the Government noticed several defects in the Government Servants' Manual, and with a view to correct them called for information on certain points from the officers concerned. All these officers having now sent in their replies, His Excellency the Governor in Council proceeds to pass orders thereon.

2. *Paragraph* 1 *of the Order.*—The Director of Public Instruction considers that article 2 of the manual should be made applicable only to those officers of the Educational Department who are employed on inspection duty of and above the rank of Sub-Assistant Inspectors of Schools or Sub-Assistant Inspectresses of Girls' Schools. The Government agrees with the Director and directs that the following be inserted as clause 9 of article 3 (*a*) of the manual, the existing clauses being numbered 1 to 8:—

"Officers of the Educational Department employed on inspection duty of and above the rank of Sub-Assistant Inspector of Schools or Sub-Assistant Inspectress of Girls' Schools."

3. *Paragraph* 2 (*b*) *of the Order.*—As the Inspector-General of Registration concurs in the opinion expressed in this paragraph, the alterations therein suggested will now be carried out.

4. *Paragraph* 2 (*c*) *of the Order.*—The Chief Engineer, Public Works Department, replies that it will be sufficient if the proposal contained in this paragraph is given effect to. The existing note to article 3 will accordingly be struck out and the following substituted:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code, volume I, appendix F."

5. *Paragraph* 2 (*f*) *of the Order.*—In answer to the call contained in this paragraph, the Heads of Departments consulted specify the classes of officers to whom the prohibition contained in article 23 should, in their opinion, apply and who should, therefore, be included in article 26 of the manual. The lists of officers submitted by the various Heads of Departments are approved, subject to the following remarks:—

(*a*) As article 26 is intended to show only those non-gazetted officers holding positions of trust and responsibility to whom article 23 applies, it is unnecessary to mention therein the names of any gazetted officers, as such officers are expressly referred to in article 23.

(*b*) The Government considers that the prohibitions contained in article 23 need not be applied to persons employed in the Archæological Department and in the Government Translators' offices; nor, as a rule, to clerks and other ministerial officers holding positions involving little or no trust and responsibility.

(*c*) The Commissioner of Paper Currency, Madras, states that the Superintendent and the Treasurer of the Paper Currency office may, with the approval of the Government of India, be subjected to article 23. This question will be remitted to the Financial Department for consideration.

(*d*) As the Local Government has no longer any control over military offices, the employés in all such offices will be altogether excluded from the operation of the Government Servants' Manual.

(*e*) The Government considers that, in addition to the officers enumerated in the lists submitted, the Managers in the offices of the Inspectors-General of Police and Prisons, the Commissioner of Police, Madras, and the Commissioner for Government Examinations and the Chief Clerk in the Chief Presidency Magistrate's Court who is the Manager of the office, should be included in article 26.

6. The classes of non-gazetted officers to whom, as indicated above, the prohibition in article 23 should apply and who should, therefore, be included in article 26, are shown in the list appended to this order. This list will be printed as an appendix to article 26 of the manual, the words "in other departments to the non-gazetted officers enumerated in appendix C" being substituted for the words "all Government servants in corresponding positions of trust and responsibility" at the end of the article itself.

With reference to paragraph 5 (*a*) *supra* the words "Deputy Collectors" in line 2 will be omitted and the words "non-gazetted" will be inserted before "officers of the Salt and Abkári Department."

7. The Government will now consider the amendments suggested by the Inspectors-General of Registration, Police and Prisons.

8. The Inspector-General of Registration remarks that while, under articles 2 and 3, an officer may purchase landed property from a landholder residing outside the district or sub-division in which he is employed, under article 23 he should not take a mortgage with possession of property situated in *any part of the Presidency*. He goes on to remark: "In many cases the only way in which landed property can be acquired is by lending money on it and in Malabar it is *kanam* or mortgage rights that form the subject of sale generally, sales of janm or full ownership being comparatively rare. When officers are members of joint families, they have no power to control the discretion of the managing members to invest the surplus family funds to the best advantage and the want of banking facilities in the mufassal often makes it necessary that such funds should be invested in landed securities." He accordingly submits that "the object in view will be sufficiently attained if officers are prohibited from lending money to landholders who are within the sphere of their official influence and a report be insisted on in the case of all loans to enable the Government or the heads of departments to satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened." The Government fully concurs in the remarks of the Inspector-General of Registration and approves of the suggestions made by that officer. Article 23 will accordingly be amended as follows:—

(*a*) For "Presidency" in the last line of the article substitute "sphere of their official influence."

(*b*) At the end of the article insert the following sentences:—

"In all cases in which such officers lend money, a report should be submitted by them to the Heads of the Departments concerned who will satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened. If the officer is himself the Head of the Department, the report should be submitted to Government."

9. The Inspector-General of Police brings to notice that according to the Government of India's letter embodied in G.O., No. 424, Public, dated 20th June 1892, the prohibition contained in article 23 is absolute in the case of gazetted officers, while in that of non-gazetted officers it may be relaxed in exceptional cases at the discretion of the Head of the Department subject to the control of Government," and suggests

that this proviso may, with advantage, be inserted in the manual. The suggestion, however, does not commend itself to Government as, if adopted, it would only lead to frequent attempts at obtaining relaxation; really exceptional cases will naturally be reported to Government.

10. The Inspector-General of Prisons makes the following further suggestions:—

(i) that the phrase "officers exercising independent judicial or revenue functions" in article 2 of the manual should be revised, as article 3 shows that the phrase covers other officers also.

The Government agrees with the Inspector-General and the words "judicial, revenue or other public functions" will accordingly be substituted for "judicial or revenue functions."

(ii) That article 9 should be omitted as it supplies unnecessary information. This is approved.

(iii) That article 18 should be omitted and the wording of article 12 assimilated to that of article 13 by substituting therein the words "immoveable property" for the word "land." This suggestion is also accepted and article 12 will be modified accordingly.

(iv) That the obligation imposed by article 16 should be limited to persons actually entering the Government service and not extended to all candidates. The existing rule is based on paragraph 5 of the circular of the Government of India, No. 21—797-806, dated 13th May 1885, and should, the Government considers, be retained.

(v) That the provisions of law referred to in article 33 should be recited as the statutes are not generally available to Government servants. This suggestion commends itself to Government and the necessary portions of the statutes mentioned will be printed as appendix D, the following being inserted at the end of the article: "which are printed in appendix D."

(vi) That the words "when no other means of locomotion are available" in article 38 should be omitted, as they nullify the permission contained in that article, owing to the fact that "there is hardly any journey for which either a bullock cart or a palki cannot be made available." The Government concurs in this view and directs the words referred to be omitted.

(vii) That the deep-type heading to article 82 should be modified as it does not express correctly the subject of the rule. This is approved and the following will be substituted for the present heading: "Acceptance of employment on one establishment by officers serving on another establishment."

(viii) That in appendix B, rule 3, line 3, the words "jail or" be omitted as there is no jail hospital now at Ootacamund. This suggestion will be carried out.

11. In order to supplement the provisions relating to the submission of memorials the Government directs the insertion of the following article:—

"71-A. Every memorial should be submitted through the Head of the Office or Department to which the officer belongs or belonged. But there is no objection to a duplicate copy being transmitted direct to Government, provided that the memorial is marked as a duplicate."

Note.—"The Head of the Office or Department will at once forward the petition to the Government through the ordinary official channel and make such remarks as he may consider necessary in regard to the accuracy of statements made and inferences drawn in the appeal petition; he will also forward such records, not submitted by the appellant, as should properly be consulted in order to the disposal of the appeal."

12. All questions relating to the Government Servants' Manual will in future be dealt with in the Public Department.

(True Extract.)

(Signed) E. GIBSON,
Secretary to Government.

To all Departments of the Secretariat.
" Heads of Departments under the Revenue Secretariat.

APPENDIX I.

Heads of Departments.	Classes of officers included in article 26 of the Government Servants' Manual.
1. The Inam Commissioner	The Manager, Inam Commissioner's Office.
2. The Superintendent, Revenue Survey, Madras.	(i) Sub-Assistants. (ii) Head-Surveyors. (iii) Head-clerks. (iv) Head Accountants.
3. The Superintendent, Government Central Museum.	The Assistants.
4. The Government Botanist and Director of Cinchona Plantations, Parks and Gardens, Nilgiris.	(i) Curator of Government Gardens. (ii) Superintendents, Cinchona Department. (iii) Manager, Office of the Govt. Botanist, &c.
5. The Public Works Department ..	All officers of the Upper Subordinate establishments and Accountants.
6. The Sanitary Commissioner	(i) The Manager and Assistant to the Sanitary Commissioner. (ii) The Head-clerk, Sanitary Commissioner's Office. (iii) The Deputy Inspectors of Vaccination.
7. The Sanitary Engineer	(i) Office Assistant, Sanitary Engineer's Office. (ii) Manager, Sanitary Engineer's Office.
8. The High Court	(i) Managers, Deputy Managers and Record-keepers on both sides of the High Court, and the Superintendent of Correspondence on the Appellate Side. (ii) The Sheristadar, the Head-clerk, the Nazir, and the Record-keeper of the City Civil Court. (iii) Sheristadars and Head-clerks of the District and Sub-Judges' Courts. (iv) Head-clerks of the District Munsif's Courts. (v) Central and Deputy Nazirs. (vi) Record-keepers and Translators in District Courts.
9. The Inspector-General of Police ..	(i) The Inspectors of Police. (ii) The Station-house officers. (iii) The Manager, Office of the Inspector-General of Police.
10. The Inspector-General of Prisons ..	(i) Jailors. (ii) Deputy Jailors. (iii) The Manager, Office of the Inspector-General of Prisons.
11. The Inspector-General of Registration..	(i) The Sub-Registrars. (ii) The Manager, Office of the Inspector-General of Registration.
12. The Chief Presidency Magistrate ..	The Chief-clerk, Chief Presidency Magistrate's Court.
13. The Commissioner of Police, Madras ..	(i) Superintendent. (ii) District Inspectors. (iii) Inspectors. (iv) Sub-Inspectors. (v) The Manager, Office of the Commissioner of Police.
14. The Madras Court of Small Causes ..	(i) Head-clerk. (ii) Nazir. (iii) Treasurer.

APPENDIX I.—*cont.*

Heads of Departments.	Classes of officers included in article 26 of the Government Servants' Manual.
15. The Surgeon-General with the Government of Madras.	(*a*) *Executive Branch.* (i) Civil Apothecaries and Hospital Assistants holding independent medical charge of hospitals and dispensaries. (ii) Medical subordinates in subordinate charge of Presidency hospitals and Lunatic asylums. (*b*) *Ministerial Branch.* (iii) Manager, Assistant Manager, and Departmental Head-clerks in the office. (iv) Manager, Superintendents of rooms, and Assistants in the Medical Store Depôts, Madras and Rangoon. (v) Stewards and Store-keepers of Presidency hospitals.
16. The Private Secretary to His Excellency the Governor.	The Manager, Private Secretary's Office.
17. The Superintendent of Stationery ..	(i) The Manager. (ii) The Store-keeper. (iii) The Head Accountant.
18. The Superintendent, Government Press.	(i) The Superintendent. (ii) The Deputy Superintendent. (iii) The Assistant Superintendent.
19. The British Consular Agent, Pondicherry.	(i) Consular clerk at Pondicherry.
20. The Resident in Travancore and Cochin.	(ii) " " at Karikal. (i) The Manager of the Resident's Office and Treasury-officer. (ii) The Head Accountant of the Resident's Office. (iii) The Treasurer of the Resident's Treasury.
21. The Paymaster, Carnatic Stipends ..	The Manager, Office of the Paymaster, Carnatic Stipends.
22. The Political Agent for Pudukkóttai ..	The Chief Political clerk of the office.
23. The Government Agent, Tanjore. ..	Sirkele, Agency Department.
24. The Special Agent, South Arcot. ..	Clerk of the Special Agent.
25. The Presidency Port Officer	Port Conservators at Calingapatam, Cuddalore, Porto Novo, Tellicherry and Cannanore.
26. The Accountant-General	All officers of the Subordinate Account service and Assistant Inspectors of Local Fund Accounts.
27. The Director of Public Instruction ..	(i) Sub-Assistant Inspectors of Schools. (ii) Sub-Assistant Inspectresses of Girls' schools. (iii) Heads of Government schools. (iv) Head-clerks in the offices of the Inspectors, Inspectresses and Assistant Inspectors.
28. Commissioner for Government Examinations.	The Manager, Office of the Commissioner.

APPENDIX II.

Extracts from 13, George III, Chapter 63.

XXIII. And be it further enacted by the authority aforesaid, that no Governor-General or any of the council of the said United Company's Presidency of Fort William in Bengal or any Chief Justice, or any of the Judges of the Supreme Court of Judicature at Fort William aforesaid, shall, directly or indirectly, by themselves or by any other person or persons for his or their use or on his or their behalf, accept, receive or take, of or from any person or persons, in any manner, or in any account whatsoever, any present, gift, donation, gratuity or reward, pecuniary or otherwise, or any promise or engagement for any present, gift, donation, gratuity or reward.

XXIV. And be it further enacted by the authority aforesaid, that from and after the first day of August one thousand seven hundred and seventy-four no person holding or exercising any Civil or Military office under the Crown or the said United Company in the East Indies, shall

accept, receive or take, directly or indirectly, by himself or any other person or persons on his behalf or for his use or benefit, of and from any of the Indian princes or powers, or their ministers or agents (or any of the natives of Asia) any present, gift, donation, gratuity or reward, pecuniary or otherwise, upon any account or on any pretence whatsoever; or any promise or engagement for any present, gift, donation, gratuity or reward.

Extracts from 33, George III, Chapter 52.

LXII. And be it further enacted, that the demanding or receiving any sum of money or other valuable thing as a gift or present or under colour thereof, whether it be for the use of the party receiving the same or for or pretended to be for the use of the said Company or of any other person whatsoever, by any British subject holding or exercising any office or employment under His Majesty or the said United Company in the East Indies, shall be deemed and taken to be extortion and a misdemeanor at law, and shall be proceeded against and punished as such under and by virtue of this Act, and the offender shall also forfeit to the King's Majesty, his heirs and successors, the whole gift or present so received or the full value thereof.

LXIII. Provided always, and be it further enacted, that the Court or jurisdiction before whom any such offence shall be tried shall have full power and authority to direct the said present or gift or any part thereof to be restored to the party who gave the same, or to order the whole or any part thereof, or of any fine which the Court shall set on the offender, to be paid or given to the prosecutor or informer, as such Court in its discretion shall think fit.

Extracts from 3 and 4, William IV, Chapter 85.

LXXVI. And be it enacted, that there shall be paid to the several officers hereinafter named the several salaries set against the names of such officers, subject to such reduction of the said several salaries respectively as the said Court of Directors, with the sanction of the said Board, may at any time think fit, that is to say,—

To the Governor-General of India, ...

To each ordinary Member of the Council of India, ...

To each Governor of the Presidencies of Fort St. George, Bombay, . . .

To each Member of any Council to be appointed in any Presidency, . .

And the salaries of the said officers respectively, shall commence from their respectively taking upon them the execution of their respective offices and the said salaries shall be the whole profit or advantage which the said officers shall enjoy during their continuance in such offices respectively; and it shall be, and it is hereby, declared to be a misdemeanor for any such officer to accept for his own use, in the discharge of his office, any present, gift, donation, gratuity, or reward, pecuniary or otherwise, whatsoever, or to trade or traffic for his own benefit or for the benefit of any other person or persons whatsoever.

Exd. Shaik Karim.

250 Copies.

Govt. of {1896} Madras.

REVENUE.

Issued

Recd. *Encl.*

G.O., No. 6, 9th January 1896.

JANUARY.

Government Servants' Manual.

Making certain amendments in the — and stating that all questions relating to the Manual will in future be dealt with in the Public Department.

GOVERNMENT OF MADRAS.

REVENUE DEPARTMENT.

READ—again the following G.O., No. 198, Revenue, dated 9th March 1894.

Read—G.O., No. 510, Public, dated 3rd July 1893.

ABSTRACT.—Passing orders on a letter from the Director of Public Instruction enquiring whether certain portions of the pamphlet containing rules for the conduct of Public Servants are applicable to officers of the Educational Department.

Order—No. 198, Revenue, dated 9th March 1894.

Miscellaneous.

With reference to paragraph 1 of the Proceedings read above, the Government directs that the words "to officers in their own or other departments, or" be inserted after the word "agents" in the penultimate line of article 23 of the Public Servants' Manual. Before passing final orders on the other point referred to in the paper, the Government desires to have the opinion of the Director of Public Instruction in the first instance, as to the classes of officers of the Educational Department to which article 2 of the manual should be made applicable, *i.e.*, whether the article should be extended to all officers of the Educational Department or only to those who are employed on inspection duty of and above a certain rank such as Sub-Assistant Inspector. The necessary information will be obtained from the Director in the Educational Department.

2. The Government notices certain defects in the manual and accordingly takes the present opportunity to correct them.

(*a*) Article 3 omits all reference to officers of the Forest Department. The omission will be supplied by the insertion of the following at the end of article 3 (*a*):—

"Officers of the Forest Department of and above the rank of Ranger."

(*b*) Under article 3 (*a*) as it stands at present, no person who owns lands in a district may be appointed a Sub-Registrar in any part of that district, though he may be appointed a Tahsildar in any taluk other than the one in which he owns lands. The Government does not see why a Sub-Registrar should be placed in a more disadvantageous position than a Tahsildar and considers that the inequality may be removed by expunging the prefix "Sub" before "Registrar" in line 10, clause (*a*), of article 3 and including "Sub-Registrars" in clause (*b*) thereof along with Tahsildars. The Inspector-General of Registration is requested to give his opinion on this point.

(*c*) Note to article 3 prohibits all officers of the Public Works Department from acquiring or holding lands within the limits of their charge, while the article in the case of other departments restricts the prohibition to certain specified classes of officers. Further, there is a Departmental Code in which the rules applicable to the officers of the Public Works Department are given at length (*vide* Public Works Department Code (India), volume I, appendix F). It is a question for consideration therefore whether it will not suffice to substitute the following note for the existing one:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code (India), volume I, appendix F."

The Chief Engineer will, however, be requested in the Public Works Department to give his opinion on this question.

(*d*) Article 4, as it is worded at present, applies only to the classes of officers referred to in article 3; but from article 12 it appears that article 4 is intended to apply to all officers in superior service. The discrepancy will be removed by the substitution of the words "in superior service" for "as above specified" in article 4.

(*e*) The term "Public servants" occurring in the manual has too wide a significance. The expression "Government servants" will be substituted therefor.

(*f*) It is observed that in article 26 of the manual the classes of officers of all departments to whom the prohibition contained in article 23 should apply have not been enumerated, only those in the Government Secretariat offices or under the control of the Board of Revenue having been specified. Other heads of departments will now be requested to furnish the necessary information in order that it may be incorporated in the manual.

(True Extract.)

(Signed) C. A. GALTON,
Secretary to Government.

To the Departments of the Secretariat.

Read—replies from the various Heads of Departments.

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In its order, No. 198, dated 9th March 1894, the Government noticed several defects in the Government Servants' Manual, and with a view to correct them called for information on certain points from the officers concerned. All these officers having now sent in their replies, His Excellency the Governor in Council proceeds to pass orders thereon.

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"Officers of the Educational Department employed on inspection duty of and above the rank of Sub-Assistant Inspector of Schools or Sub-Assistant Inspectress of Girls' Schools."

3. *Paragraph* 2 (*b*) *of the Order.*—As the Inspector-General of Registration concurs in the opinion expressed in this paragraph, the alterations therein suggested will now be carried out.

4. *Paragraph* 2 (*c*) *of the Order.*—The Chief Engineer, Public Works Department, replies that it will be sufficient if the proposal contained in this paragraph is given effect to. The existing note to article 3 will accordingly be struck out and the following substituted:—

Note.—"The rules relating to the officers of the Public Works Department are contained in the Public Works Department Code, volume I, appendix F."

5. *Paragraph* 2 (*f*) *of the Order.*—In answer to the call contained in this paragraph, the Heads of Departments consulted specify the classes of officers to whom the prohibition contained in article 23 should, in their opinion, apply and who should, therefore, be included in article 26 of the manual. The lists of officers submitted by the various Heads of Departments are approved, subject to the following remarks:—

(*a*) As article 26 is intended to show only those non-gazetted officers holding positions of trust and responsibility to whom article 23 applies, it is unnecessary to mention therein the names of any gazetted officers, as such officers are expressly referred to in article 23.

(*b*) The Government considers that the prohibitions contained in article 23 need not be applied to persons employed in the Archæological Department and in the Government Translators' offices; nor, as a rule, to clerks and other ministerial officers holding positions involving little or no trust and responsibility.

(*c*) The Commissioner of Paper Currency, Madras, states that the Superintendent and the Treasurer of the Paper Currency office may, with the approval of the Government of India, be subjected to article 23. This question will be remitted to the Financial Department for consideration.

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(*e*) The Government considers that, in addition to the officers enumerated in the lists submitted, the Managers in the offices of the Inspectors-General of Police and Prisons, the Commissioner of Police, Madras, and the Commissioner for Government Examinations and the Chief Clerk in the Chief Presidency Magistrate's Court who is the Manager of the office, should be included in article 26.

6. The classes of non-gazetted officers to whom, as indicated above, the prohibition in article 23 should apply and who should, therefore, be included in article 26, are shown in the list appended to this order. This list will be printed as an appendix to article 26 of the manual, the words "in other departments to the non-gazetted officers enumerated in appendix C" being substituted for the words "all Government servants in corresponding positions of trust and responsibility" at the end of the article itself.

With reference to paragraph 5 (*a*) *supra* the words "Deputy Collectors" in line 2 will be omitted and the words "non-gazetted" will be inserted before "officers of the Salt and Abkári Department."

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(*a*) For "Presidency" in the last line of the article substitute "sphere of their official influence."

(*b*) At the end of the article insert the following sentences:—

"In all cases in which such officers lend money, a report should be submitted by them to the Heads of the Departments concerned who will satisfy themselves that not merely the letter but also the spirit of the rules has not been contravened. If the officer is himself the Head of the Department, the report should be submitted to Government."

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(ii) That article 9 should be omitted as it supplies unnecessary information. This is approved.

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Secretary to Government.

To all Departments of the Secretariat.
" Heads of Departments under the Revenue Secretariat.

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4. The Government Botanist and Director of Cinchona Plantations, Parks and Gardens, Nilgiris.	(i) Curator of Government Gardens. (ii) Superintendents, Cinchona Department. (iii) Manager, Office of the Govt. Botanist, &c.
5. The Public Works Department ..	All officers of the Upper Subordinate establishments and Accountants.
6. The Sanitary Commissioner	(i) The Manager and Assistant to the Sanitary Commissioner. (ii) The Head-clerk, Sanitary Commissioner's Office. (iii) The Deputy Inspectors of Vaccination.
7. The Sanitary Engineer	(i) Office Assistant, Sanitary Engineer's Office. (ii) Manager, Sanitary Engineer's Office.
8. The High Court	(i) Managers, Deputy Managers and Record-keepers on both sides of the High Court, and the Superintendent of Correspondence on the Appellate Side. (ii) The Sheristadar, the Head-clerk, the Nazir, and the Record-keeper of the City Civil Court. (iii) Sheristadars and Head-clerks of the District and Sub-Judges' Courts. (iv) Head-clerks of the District Munsif's Courts. (v) Central and Deputy Nazirs. (vi) Record-keepers and Translators in District Courts.
9. The Inspector-General of Police ..	(i) The Inspectors of Police. (ii) The Station-house officers. (iii) The Manager, Office of the Inspector-General of Police.
10. The Inspector-General of Prisons ..	(i) Jailors. (ii) Deputy Jailors. (iii) The Manager, Office of the Inspector-General of Prisons.
11. The Inspector-General of Registration..	(i) The Sub-Registrars. (ii) The Manager, Office of the Inspector-General of Registration.
12. The Chief Presidency Magistrate ..	The Chief-clerk, Chief Presidency Magistrate's Court.
13. The Commissioner of Police, Madras ..	(i) Superintendent. (ii) District Inspectors. (iii) Inspectors. (iv) Sub-Inspectors. (v) The Manager, Office of the Commissioner of Police.
14. The Madras Court of Small Causes ..	(i) Head-clerk. (ii) Nazir. (iii) Treasurer.

APPENDIX I.—*cont.*

Heads of Departments.	Classes of officers included in article 26 of the Government Servants' Manual.
15. The Surgeon-General with the Government of Madras.	(*a*) *Executive Branch.* (i) Civil Apothecaries and Hospital Assistants holding independent medical charge of hospitals and dispensaries. (ii) Medical subordinates in subordinate charge of Presidency hospitals and Lunatic asylums. (*b*) *Ministerial Branch.* (iii) Manager, Assistant Manager, and Departmental Head-clerks in the office. (iv) Manager, Superintendents of rooms, and Assistants in the Medical Store Depôts, Madras and Rangoon. (v) Stewards and Store-keepers of Presidency hospitals.
16. The Private Secretary to His Excellency the Governor.	The Manager, Private Secretary's Office.
17. The Superintendent of Stationery ..	(i) The Manager. (ii) The Store-keeper. (iii) The Head Accountant.
18. The Superintendent, Government Press.	(i) The Superintendent. (ii) The Deputy Superintendent. (iii) The Assistant Superintendent.
19. The British Consular Agent, Pondicherry.	(i) Consular clerk at Pondicherry.
20. The Resident in Travancore and Cochin.	(ii) " " at Karikal. (i) The Manager of the Resident's Office and Treasury-officer. (ii) The Head Accountant of the Resident's Office. (iii) The Treasurer of the Resident's Treasury.
21. The Paymaster, Carnatic Stipends ..	The Manager, Office of the Paymaster, Carnatic Stipends.
22. The Political Agent for Pudukkóttai ..	The Chief Political clerk of the office.
23. The Government Agent, Tanjore ..	Sirkele, Agency Department.
24. The Special Agent, South Arcot. ..	Clerk of the Special Agent.
25. The Presidency Port Officer	Port Conservators at Calingapatam, Cuddalore, Porto Novo, Tellicherry and Cannanore.
26. The Accountant-General	All officers of the Subordinate Account service and Assistant Inspectors of Local Fund Accounts.
27. The Director of Public Instruction ..	(i) Sub-Assistant Inspectors of Schools. (ii) Sub-Assistant Inspectresses of Girls' schools. (iii) Heads of Government schools. (iv) Head-clerks in the offices of the Inspectors, Inspectresses and Assistant Inspectors.
28. Commissioner for Government Examinations.	The Manager, Office of the Commissioner.

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APPENDIX II.

Extracts from 13, George III, Chapter 63.

XXIII. And be it further enacted by the authority aforesaid, that no Governor-General or any of the council of the said United Company's Presidency of Fort William in Bengal or any Chief Justice, or any of the Judges of the Supreme Court of Judicature at Fort William aforesaid, shall, directly or indirectly, by themselves or by any other person or persons for his or their use or on his or their behalf, accept, receive or take, of or from any person or persons, in any manner, or in any account whatsoever, any present, gift, donation, gratuity or reward, pecuniary or otherwise, or any promise or engagement for any present, gift, donation, gratuity or reward.

XXIV. And be it further enacted by the authority aforesaid, that from and after the first day of August one thousand seven hundred and seventy-four no person holding or exercising any Civil or Military office under the Crown or the said United Company in the East Indies, shall

accept, receive or take, directly or indirectly, by himself or any other person or persons on his behalf or for his use or benefit, of and from any of the Indian princes or powers, or their ministers or agents (or any of the natives of Asia) any present, gift, donation, gratuity or reward, pecuniary or otherwise, upon any account or on any pretence whatsoever; or any promise or engagement for any present, gift, donation, gratuity or reward.

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Extracts from 33, George III, Chapter 52.

LXII. And be it further enacted, that the demanding or receiving any sum of money or other valuable thing as a gift or present or under colour thereof, whether it be for the use of the party receiving the same or for or pretended to be for the use of the said Company or of any other person whatsoever, by any British subject holding or exercising any office or employment under His Majesty or the said United Company in the East Indies, shall be deemed and taken to be extortion and a misdemeanor at law, and shall be proceeded against and punished as such under and by virtue of this Act, and the offender shall also forfeit to the King's Majesty, his heirs and successors, the whole gift or present so received or the full value thereof.

LXIII. Provided always, and be it further enacted, that the Court or jurisdiction before whom any such offence shall be tried shall have full power and authority to direct the said present or gift or any part thereof to be restored to the party who gave the same, or to order the whole or any part thereof, or of any fine which the Court shall set on the offender, to be paid or given to the prosecutor or informer, as such Court in its discretion shall think fit.

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Extracts from 3 and 4, William IV, Chapter 85.

LXXVI. And be it enacted, that there shall be paid to the several officers hereinafter named the several salaries set against the names of such officers, subject to such reduction of the said several salaries respectively as the said Court of Directors, with the sanction of the said Board, may at any time think fit, that is to say,—

To the Governor-General of India, ...

To each ordinary Member of the Council of India, ...

To each Governor of the Presidencies of Fort St. George, Bombay, ...

To each Member of any Council to be appointed in any Presidency, ...

And the salaries of the said officers respectively, shall commence from their respectively taking upon them the execution of their respective offices and the said salaries shall be the whole profit or advantage which the said officers shall enjoy during their continuance in such offices respectively; and it shall be, and it is hereby, declared to be a misdemeanor for any such officer to accept for his own use, in the discharge of his office, any present, gift, donation, gratuity, or reward, pecuniary or otherwise, whatsoever, or to trade or traffic for his own benefit or for the benefit of any other person or persons whatsoever.

Exd. Shaik Karim.

250 Copies.