

Pension (1899) Department
Government (1899) of Madras.

PUBLIC.

— *Current No 939*



Recd. 30th Oct

Enclosures

Regd.

1899.

Spare copies

G.O., No. 1193, 20th October 1899.

OCTOBER.

Monthly Proceedings Volumes of Government.

Passing orders on letter from the Government of India regarding certain defects pointed out by the Secretary of State in the preparation of the monthly volumes of Proceedings of this Government.

List

Order, 4th Novr. 1899 No 785

Recorded.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—again the following papers:—

G.O., No. 1565, Public, dated 17th October 1871.

ABSTRACT.—Communicating resolution of the Government of India respecting the system of reporting the Proceedings of Local Governments and Administrations to the Supreme and Home Governments.

G.O., No. 532, Public, dated 21st July 1894.

ABSTRACT.—Communicating to the several departments of the Secretariat letter from the Government of India requesting that the orders on the subject of recording papers and reporting the Proceedings of Local Governments and Administrations may, as far as practicable, be strictly observed.

READ—also the following paper:—

From H. LUSON, Esq., Deputy Secretary to the Government of India, Home Department (Public), to the Chief Secretary to the Government of Madras, dated Simla, 31st August 1898, No. 1765.

In a recent despatch the Secretary of State has noticed certain defects in the system adopted by some of the Local Governments in recording their monthly Proceedings. An examination of the Proceedings volumes of the Government of Madras shows that cases of lesser importance (otherwise called B cases) do not appear in the Local Self-Government and Municipal volumes, nor do they contain an abstract Table of Contents, and that none of the Proceedings volumes of the Madras Government have an alphabetical index.

2. I am directed to invite a reference to the Resolution No. 4307, dated 19th September 1871, a copy of which was forwarded to the Government of Madras with the letter from this department, No. 12—1157, dated the 6th July 1894, and to request that, if His Excellency in Council sees no objection, arrangements may be made for supplying the omissions noticed above.

ORDER—No. 1193, Public, dated 20th October 1899.

With reference to the remarks in paragraph 1 of the foregoing letter from the Government of India regarding the Proceedings volumes of the Local and Municipal Department, it is observed that in accordance with the principles enunciated in paragraph 6 of Government of India Home Department resolution, No. 4307, dated 19th September 1871, only such proceedings and letters as fall under the A series—that is, which have been printed for issue—appear in full in the Proceedings volumes, those falling under the B series appearing in abstract only. The procedure as regards the B series varies in different departments. In the departments of the Chief Secretariat and in the Revenue and Pension departments this series is subdivided into (1) Miscellaneous and (2) Routine, the former being indexed along with papers in the printed or A series, and the latter not being indexed. It will be considered in the departments concerned whether this practice should not be universally followed.

2. The monthly Proceedings volume will in future be preceded in all departments by (i) an index of all papers for the month in question which are at present indexed and (ii) tables of contents or disposal list of the papers for the month in each class. This system should be applied, where it has not already been brought into practice, to the monthly volumes from October 1899 onwards.

3. The Superintendent of the Government Press will make arrangements in view of avoiding any delay in the issue of the monthly volumes in consequence of the addition of the monthly index. He will also be requested to consider, and report on, the best means to be adopted in order to secure the speedy combination of the various monthly indexes into a single annual index in each department.

(True Extract.)

for Chief Secretary.

To all Departments of the Secretariat. (Pension)
the Superintendent, Government Press.