

MADRAS RECORD OFFICE.

Government of Madras.

Public DEPARTMENT.

G.O. No.	1116	Press
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Dated	9-9	1867.

Not to be folded or roughly handled

*Proceedings of the Madras Government, Public Department,
9th September 1867.*

No. 92. Read the following Proceedings of the Government of India, Home Department, dated Simla, 21st August 1867, No. 3742.

NOTIFICATION.

The following Rules for the submission, receipt, and transmission of Memorials

N. B. — These rules do not in any way affect or supersede and other papers of the same class, addressed to Her Majesty, or to the Secretary of State for India, by private individuals and public Officers of all Civil Departments, are published for general information:—

orders issued on the same subject by the Military authorities for the guidance of the Army.

Rules for the submission, receipt, and transmission of Memorials, &c., addressed to Her Majesty's Government by individuals, public Officers, &c., in India.

I. —No memorial will be received or attended to by the Home Government which has not been forwarded through the regular channel of the Governments in India.

II.—Every memorial, &c., addressed to Her Majesty's Secretary of State for India, should be forwarded through the Local Government under which the writer is residing or employed, with the view of affording an opportunity to such Local Government of expressing an opinion, or offering an explanation; and each memorial should invariably be transmitted by the Local Government with a full statement of facts and expression of opinion, to which the Government of India will add such remarks as may be necessary to enable the Home Government to dispose of the case.

III.—Memorials to the Secretary of State from individuals, &c., in the Madras and Bombay Presidencies, should be forwarded direct by those Governments to the Secretary of State, except such memorials as relate to pensions, salaries, gratuities, and leave of absence, which should be forwarded to the Secretary of State through the Government of India in the Financial Department.

IV.—Memorials to the Secretary of State from individuals, &c., in Bengal, the North-Western Provinces, and the Punjab, should be forwarded by the Lieutenant Governors, with a Special Narrative or explanatory letter to the Government of India in the proper Department, reviewing the facts and circumstances of the case, for transmission to the Secretary of State*.

* Appeals by individuals from the orders of Lieutenant Governors lie, in the first instance, to the Governor General in Council. An appeal to the Secretary of State will lie only in the event of an appeal to the Governor General in Council having been rejected.

V.—Memorials to the Secretary of State from individuals, &c., in the minor Administrations, such as Oudh, the Central Provinces, British Burmah, Berar, Mysore, and Coorg, &c., should be forwarded by the Chief Commissioner, or other Officer charged with the administration of the Province, with a special report on the case, to the Government of India in the proper Department, for transmission to the Secretary of State.†

† In these minor Administrations also appeals by individuals from the orders of the Chief Commissioners, &c., lie, in the first instance, to the Governor General in Council, and thereafter to the Secretary of State.

VI.—Memorials addressed directly to Her Majesty should be forwarded through the Local Government or Administration under which the memorialist may be residing, or against whose act he may appeal. The Local Government or Ad-

*Proceedings of the Madras Government, Public Department,
9th September 1867.*

ministration will forward such memorials, with the necessary remarks, to the Government of India in the proper Department for submission through Her Majesty's Secretary of State to the Queen.

VII.—Every memorial should be accompanied by a letter, requesting its transmission to the Home Government.

VIII.—No limit is fixed as to the time within which an appeal from an act or order of the Governments in India, must be preferred to the Home Government.

IX.—Memorials may be transmitted either in manuscript or in print, but must, with all accompanying documents, be properly authenticated by the signature of the memorialist on each sheet.

X.—Memorials, together with their accompanying documents, should be in English. If the accompanying documents must necessarily be forwarded in the Vernacular, an English translation should be appended, which should be certified as genuine by the signature of the Memorialist.

XI.—It will be well for the transmitting office to examine such translations, and if incorrect or faulty to notice the fact in sending on the memorial.

XI.—It is not necessary that memorials should be forwarded in duplicate and triplicate. The originals will invariably be transmitted to England—a copy being made and retained by the Government in India, if necessary, for record.

XII.—As a general rule, the transmission to England of a memorial, duly forwarded through the proper channel, will not be delayed by the Governments in India beyond a month after its receipt.

XIII.—The Governments and Administrations in India are vested with discretionary power to withhold the transmission of memorials addressed to Her Majesty, or to the Secretary of State, in the following cases:—

- 1.—When a memorial is couched in disrespectful or improper language.
- 2.—When a second memorial is presented after a decision has already been given by the authority to which it is addressed on the subject of it, and no new facts or circumstances are adduced which would afford grounds for a re-consideration of the case.
- 3.—When a memorial is a mere application for pecuniary assistance by a person manifestly possessing no claim.
- 4.—When a memorial is an application for employment under one of the Governments in India from a person not belonging to the Covenanted Service.
- 5.—When a memorial is a mere appeal from a judicial decision.
- 6.—When a memorial is illegible or unintelligible.
- 7.—When a memorial is addressed by a person still in the public service, and has reference to his prospective claim to pension.

XIV.—A list of memorials, the transmission of which may have been withheld under Rule XIII., will be forwarded quarterly to the Secretary of State.

HOME DEPARTMENT,

SIMLA,

15th August 1867.

(Signed) E. C. BAYLEY,
Secy. to the Govt. of India.

*Proceedings of the Madras Government, Public Department,
9th September 1867.*

No. 3743.

Government of Fort Saint George.
" Bombay.
" Bengal.
" N. W. Provinces.
" Punjab.

Chief Commr., Oudh.
" British Burmah.
" Central Provinces.
Commissioner, Mysore.
Resident, Hyderabad.

Officiating Director General of Telegraphs in India.
Surveyor General of India.
Superintendent, G. T. Survey and Revenue Survey of India.
Officiating Superintendent, Geological Survey of India.
Superintendent, Operations for the Suppression of Thuggee.

Copy of the above forwarded to the Local Governments and Administrations and Departments marginally noted, for information and guidance.

(Signed) E. C. BAYLEY,
Secy. to the Govt. of India.

To the Government of Fort Saint George.

No. 93. ORDER THEREON, 9th September 1867, No. 1116.

Ordered that the Notification be re-published in the *Fort Saint George Gazette*.
(True Extract).

A. J. ARBUTHNOT,
Chief Secretary.

Exd. J. Tulloch.

No. 3742.

HOME DEPARTMENT, SIMLA.

The 21st August 1867.

NOTIFICATION.

THE following Rules for the submission, receipt, and transmission of Memorials and other papers of the same class, addressed to Her Majesty, or to the Secretary of State for India, by private individuals and public officers of all Civil Departments, are published for general information:—

Rules for the submission, receipt, and transmission of Memorials, &c., addressed to Her Majesty's Government by individuals, public officers, &c., in India.

I.—No memorial will be received or attended to by the Home Government which has not been forwarded through the regular channel of the Governments in India.

II.—Every memorial, &c., addressed to Her Majesty's Secretary of State for India, should be forwarded through the Local Government under which the writer is residing or employed, with the view of affording an opportunity to such Local Government of expressing an opinion, for forwarding or non-forwarding, and each memorial should invariably be transmitted by the Local Government with a full statement of facts and expression of opinion, to which the Government of India will add such remarks as may be necessary to enable the Home Government to dispose of the case.

III.—Memorials to the Secretary of State from individuals, &c., in the Madras and Bombay Presidencies, should be forwarded direct by those Governments to the Secretary of State, except such memorials as relate to pensions, salaries, gratuities, and leave of absence, which should be forwarded to the Secretary of State through the Government of India in the Financial Department.

IV.—Memorials to the Secretary of State from individuals, &c., in Bengal, the North-Western Provinces, and the Punjab, should be forwarded by the Lieutenant-Governors, with a Special Narrative or explanatory letter to the Government of India in the proper Department reviewing the facts and circumstances of the case, for transmission to the Secretary of State.*

* Appeals by individuals from the orders of Lieutenant-Governors lie, in the first instance, to the Governor General in Council. An appeal to the Secretary of State will lie only in the event of an appeal to the Governor General in Council having been rejected.

V.—Memorials to the Secretary of State from individuals, &c., in the minor Administrations, such as Oudh, the Central Provinces, British Burmah, Berar, Mysore and Coorg, &c., should be forwarded by the Chief Commissioner, or other Officer charged with the administration of the Province, with a special report on the case, to the Government of India in the proper Department for transmission to the Secretary of State.†

† In these minor Administrations also appeals by individuals from the orders of the Chief Commissioners, &c., lie, in the first instance, to the Governor General in Council, and thereafter to the Secretary of State.

VI.—Memorials addressed directly to Her Majesty should be forwarded through the Local Government or Administration under which the memorialist may be residing, or against whose act he may appeal. The Local Government or Administration will forward such memorials, with the necessary remarks, to the Government of India in the proper Department for submission through Her Majesty's Secretary of State to The Queen.

VII.—Every memorial should be accompanied by a letter requesting its transmission to the Home Government.

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XIV.—A list of memorials the transmission of which may have been withheld under Rule XIII., will be forwarded quarterly to the Secretary of State.

HOME DEPARTMENT,
SIMLA,
The 15th August 1867.

(Signed) E. C. BAYLEY,
Secretary to the Govt. of India.

No. 3743.

Government of Fort St. George.	Chief Commr., Oudh.
" Bombay.	" British Burmah.
" Bengal.	" Central Provinces.
" N. W. Provinces.	Commissioner, Mysore.
" Punjab.	Resident, Hyderabad.
Officiating Director General of Telegraphs in India.	
Surveyor General of India.	
Superintendent, G. T. Survey and Revenue Survey of India.	
Officiating Superintendent, Geological Survey of India.	
Superintendent, Operations for the Suppression of Thuggee.	

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E. C. Bayley
Secretary to the Govt. of India.

To Govt. of Fort St. George

Wilmington Del.

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