

1. Number of pages 7
2. Date of repair 20
3. Date of Ref. 3

M.R.O. 1-22 400-22-11-20

MADRAS RECORD OFFICE.

Government of Madras.

Public DEPARTMENT.

G.O. No.	1223	Press Mis.
Dated	31-8-	1869

Not to be folded or roughly handled

*Proceedings of the Madras Government Public Department,
31st August 1869.*

Read the following papers :—

No. 221. From the Secretary to the Government of India, Home Department, (Sanitary), to the Chief Secretary to Government, Fort Saint George; dated Simla, 30th July 1869, No. 336.

I am directed by the Governor General in Council to communicate, for the guidance of Sanitary Officers, the following observations as to the manner in which the results of sanitary investigations should be recorded.

2. As sanitary reports are every year increasing in number and enlarging in bulk, it is indispensably necessary that they should be as succinct as possible, and, with this view, any general dissertations on the causation of disease should be avoided, as well as lengthy quotations from other authors, unless absolutely requisite to elucidate the subject.

3. The main requirements of a sanitary report are to record the facts with as much brevity as shall be consistent with clearness, to state what conclusions appear to be warranted by these facts, and to recommend those measures which appear best suited to improve the health of the people in connexion with the particular case under report. It would also prove of great assistance in the study of such narratives if the facts so recorded were carefully summarized and digested. If, for example, malarious fever prevailed in any district or tract of country, it would be well to show how many of the villages chiefly attacked were on clay, how many on porous sand, how many on other soils; the relative proportion of villages on canals severely attacked, compared with those on running streams, on the banks of marshes, or in other situations; the effect of the extent of the area of irrigation, of the particular class of crops, of particular kinds of jungle growth, and the influence of trees.

4. A careful statistical digest of these and all the other conditions which affect the health of the particular villages and districts visited, as well as a statement how far these circumstances appear to be modified in the case of individual castes and races, would prepare the way for arriving at some definite and legitimate conclusions, and enable the Government to compare the data collected from the different provinces with accuracy and satisfaction.

Referred to the Sanitary Commissioner for any suggestions that he may have to offer for giving effect to the orders of the Government of India.

FORT SAINT GEORGE,
13th August 1869.

(Signed) R. S. ELLIS,
Chief Secretary.

No. 222. From the Officiating Sanitary Commissioner for Madras, to the Chief Secretary to Government, Fort Saint George; dated Madras, 18th August 1869, No. 2869.

I have the honour to acknowledge the receipt of your Memorandum referring to me, for any suggestions I may have to offer, copy of letter, No. 336, of 30th July 1869, addressed to you by the

Letter, No. 336, from the Secretary to the Government of India.

Secretary to the Government of India on the main requirements of a sanitary report.

2. It appears to me that it would be very inconvenient if all sanitary reports were to be prepared according to one set of rules, and I do not think any purpose would be answered thereby. Documents written according to rules are apt to become mere forms. Unless the writer has the option to treat the subject in the way he thinks best, it will be very difficult for him to put it fairly or to the best advantage for the Government. If left unfettered he will be more likely to make original observations, and this is what is most required.

3. The Secretary to the Government of India says that the main requirements of a report should be "to record the facts with as much brevity as shall be consistent with clearness, to state what conclusions appear to be warranted by these facts, and to recommend those measures which appear best suited to improve the health in connexion with the particular case under report." This is, or, at least, should be, the aim of every report on any subject, and is, in fact, the principle upon which all men of science are supposed to work—first, to state the facts; second, to deduce the theory; and third, to show its application. But, however convenient a process this may generally be, I can conceive cases in which it might be advisable to break even this order, and I do not think that the Government would be gainers by insisting that the sequence should be invariably followed. The writer is the best judge as to the manner in which each subject should be arranged, and, the greater the liberty of treatment allowed him, the better in every respect ought to be his report.

4. If the tendency in the present day is for correspondence to swell to unreadable dimensions, (and the prevention of this I take to be the object of the letter from the Secretary to the Government of India,) the remedy seems to me to be in the hands of the Government. I am certain reports will not be shorter because a particular arrangement of the subject is insisted on. While this will only hamper a man in other respects, it will in no way prevent him from writing as much as he might have chosen to write under other circumstances. When a report is too lengthy or not clearly arranged, the Government might simply draw attention to the subject, and this, in my opinion, ought to produce the desired effect.

No. 223.

ORDER THEREON, 31st August 1869, No. 1223.

To be recorded.

(True Extract).

R. S. ELLIS,

Chief Secretary.

Govt. of 11869: Madras.

PUBLIC.

Dated August, 31st.

Recd.

Recd.

G. O., 31st August 1869, No. 1223.

AUGUST.

Nos. 221—223.

Recording certain papers relative to the manner in which sanitary reports should be prepared.

No. 386

FROM

E. C. BAYLEY, Esq.,

Secretary to the Govt. of India,

TO

*The Secretary to the
Government of Madras*

Home Dept.

Sanitary.

SIMLA, the July 1869.

SIR,

I AM directed by the Governor General in Council to communicate for the guidance of Sanitary Officers the following observations as to the manner in which the results of sanitary investigations should be recorded.

2. As sanitary reports are every year increasing in number and enlarging in bulk, it is indispensably necessary that they should be as succinct as possible, and with this view any general dissertations on the causation of disease should be avoided, as well as lengthy quotations from other authors, unless absolutely requisite to elucidate the subject.

3. The main requirements of a sanitary report are to record the facts with as much brevity as shall be consistent with clearness, to state what conclusions appear to be warranted by these facts, and to recommend those measures which appear best suited to improve the health of the people in connection with the particular case under report. It would also prove of great assistance in the study of such narratives, if the facts so recorded were carefully summarized and digested. If, for example, malarious fever prevailed in any district or tract of country, it would be well to show how many of the villages chiefly attacked were on clay, how many on porous sand, how many on other soils; the relative proportion of villages on each of these soils; how many on the banks of rivers, on the banks of marshes or in other situations; the effect of the extent of the area of irrigation, of the particular class of crops, of particular kinds of jungle growth, and the influence of trees.

4. A careful statistical digest of these and all the other conditions which affect the health of the particular villages and districts visited, as well as a statement how far these circumstances appear to be modified in the case of individual castes and races, would prepare the way for arriving at some definite and legitimate conclusions, and enable the Government to compare the data collected from the different Provinces with accuracy and satisfaction.

I have the honor to be,

SIR,

Your most obedient Servant,

E. C. Bayley

Secretary to the Govt. of India.

No. 2869

OFFICE OF SANITARY COMMISSIONER,

Madras, 18th. August

1869.

From

To

The Offg. Sanitary Commissioner for Madras,

The Chief Secretary to Government
Public Department

Fort St. George.

SIR,

Letter No. 336
from the Secretary
to the Government
of India

I have the honor to acknowledge the receipt of your Memorandum referring to me for any suggestions I may have to offer, copy of letter No. 336 of 30th. July 1869 addressed to you by the Secretary to the Government of India on the main requirements of a Sanitary report.

2. It appears to me that it would be very inconvenient if all Sanitary reports were to be prepared according to one set of rules, and I do not think any purpose would be answered thereby. Documents written according to rules are apt to become mere forms. Unless the writer has the option to treat the subject in the way he thinks best, it will be very difficult for him to put it fairly or to the best advantage for the Government. If left unfettered he will be more likely to make original observations and this is what is most required.

3. The Secretary to the Government of India says that the main requirements of a report should be

Office 1869 Sept
From

To Sanitary Commissioner
of India
Home Secretary

28336

Letter 30th July
Received 10th August 1869

No 1869
6th Sept

Refer to the
Sanitary Committee
for any suggestions
sections that be

Forwarded for the Sanitary
Sanitary Officer of Madras
as to the memorandum which
the result of Sanitary investigation
should be recorded.

18th Aug 69

Chief Secretary

Refer to

28336

Should be "to record the facts with as much brevity as shall be consistent with clearness, to state what conclusions appear to be warranted by these facts, and to recommend those measures which appear best suited to improve the health in connection with the particular case under report." This is, or at least should be, the aim of every report on any subject, and is, in fact, the principle upon which all men of science are supposed to work. — First, to state the facts — second, to deduce the theory, — and third, to show its application. But however convenient a process this may generally be, I can conceive cases in which it might be advisable to break even this order, and I do not think that the Government would be gainers by insisting that the sequence should be invariably followed. The writer is the best judge as to the manner in which each subject should be arranged, and the greater the liberty of treatment allowed him, the better in every respect ought to be his report.

4. If the tendency in the present day is for correspondence to swell to unreadable dimensions, (and the prevention of this I take to be the object of the letter from the Secretary to the Government of India) the remedy seems to me to be in the hands of Government. I am certain reports will not be shorter because a particular arrangement of the subject is insisted on. While this will only hamper a man in other respects, it will in no way prevent him from writing as much as he might have chosen to write under other

circumstances. When a report is too lengthy or not clearly arranged, the Government might simply draw attention to the subject, and this, in my opinion, ought to produce the desired effect.

I have the honor to be

Sir,

Your most obedient servant

H. Mullack — Capt. R. E.

Offy. Sanitary Commissioner for
Madras.

809, 20 adms.
Public

Aug. 31.

G. O. 31 Aug. 1869, No. 223.

Nos. 221. 223.

Recording papers relative
to the manner in which
Sanitary reports should
be prepared.

7462 1857-

From
Public 1869. 245

The Off. Sanitary Commissioners
Porto Madras.

To
The Secy. Secretary to Govt.
Public Department
Fort St. George.

Dated 18th. }
Sept. 1. } August 1869
Recd 19

No 1943-1 No. 2869
Enclosure 1. 1873

Submits opinion on the letter
from the Government of India
relative to the manner in
which Sanitary Reports should
be prepared.

No 1943-1 1873-1874
No 1943-1 1873-1874
No 1943-1 1873-1874

211.

Enclosure

221/8
1873

221 - 223.