

To: Member of Council
1. Date of issue
M.R.O. 1-10-10-10-10

MADRAS RECORD OFFICE.

Government of Madras.

Public

DEPARTMENT.

G.O. No.	<i>25</i>	Press Mis.
Dated	<i>17-1-</i>	<i>19</i>

Not to be folded or roughly handled

19th January 1871.

No. 72. Read the following despatch from the Right Honourable the Secretary of State for India, to His Excellency the Right Honourable the Governor-General of India in Council, dated India Office, London, 26th October 1870, No. 100 (Public):—

I desire that your Excellency in Council will call the immediate attention of the various Local Governments in India to the subject of the careful preparation and punctual despatch of the Annual Administration Reports.

2. I wish it to be distinctly understood that the preparation of these reports constitutes a most important part of the duty of a Government, and that it is very desirable on all accounts that each report should exhibit a comprehensive view of administrative progress.

3. Of the eight reports submitted, those of the Punjab and British Burmah are the most complete and satisfactory; those of the North-West Provinces and the Central Provinces are not open to objection. Of the rest I will only add that the report for Bombay is very much the worst.

4. An Administration Report, to be of any value, should afford to the reader an adequate view of the resources of the territory under the Government, and of the working of the various departments of the Administration. It should also contain a clear and condensed statement of the more important questions which have engaged the attention of the Government during the year.

5. The report for the Punjab for the year 1868-69 may be fairly taken as a model of what I wish the reports to be. I consider that the preparation, or at least the editing, of the report should be entrusted by the Government to one of its Secretaries or Under Secretaries, so that it may bear the impress of one mind. It should be accompanied by statistical tables, and by a map indicating the situation of the places named, and be preceded by an introduction explanatory of the plan on which the report has been prepared, and detailing the events of interest which occurred during the year.

6. On taking up the report for Bombay, a reader would naturally expect to obtain some valuable information on the important subject of cotton cultivation. The details which he would find are of the most meagre and unsatisfactory kind. I mention this as one instance in which a report has utterly failed in attaining the object which was in view when the submission of these documents was originally directed.

7. I must also draw the attention of your Excellency in Council to the great want of punctuality which exists in the transmission of these reports. I desire, in future, that they may always be sent to me in the month of January, so that they may reach this Office during the month of February at the latest.

No. 5263.

Copy forwarded to the Government of Fort Saint George, for information and guidance.

(By order of the Governor-General in Council.)

FORT WILLIAM, HOME DEPARTMENT
(PUBLIC), 2nd December 1870.

(Signed) W. M. SOUTTAR,
Offg. Under Secy. to the Govt. of India.

No. 73.

ORDER THEREON, 19th January 1871, No. 75.

To be recorded.

(True Extract.)

R. S. ELLIS,
Chief Secretary.

Ed. J. H. Burns.

INDIA OFFICE;
London, the 26th October 1870.

Public
No. 100.

To His Excellency The Right Hon'ble The GOVERNOR
GENERAL of India in Council.

MY LORD,—I desire that your Excellency in Council will call the immediate attention of the various Local Governments in India to the subject of the careful preparation and punctual despatch of the Annual Administration Reports.

2. I wish it to be distinctly understood that the preparation of these reports constitutes a most important part of the duty of a Government, and that it is very desirable on all accounts that each report should exhibit a comprehensive view of administrative progress.

3. Of the eight reports submitted, those of the Punjab and British Burmah are the most complete and satisfactory; those of the North-West Provinces and the Central Provinces are not open to objection. Of the rest I will only add that the report for Bombay is very much the worst.

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Printed by J. S. G. 1871

PUBLIC.

Dated January, 1871.

Recd.

Am.

G. O., 10th January 1871, No. 73.

JANUARY.
Nos. 72-73.

Recording copy of a despatch from the Home Government, forwarded by the Government of India, on the subject of the careful preparation and punctual despatch of the Annual Administration Reports.

be sent to me in the month of January, so that they may reach this Office during the month of February at the latest.

I have the honor to be,

My Lord,

Your Lordship's most obedient, humble Servant,

No. 5268

COPY forwarded to the Government of
Fort St. George for information and guidance.

By Order of the Governor General in Council,

FORT WILLIAM,
HOME DEPARTMENT,
PUBLIC;
The 2 December 1870.

W. S. S. S.

Offg. Under Secy. to the Govt. of India.

The 14th of 1871

12-73
19th Aug 1871 No 75
to be recorded
W. S. S. S.

Public 1870 Sept
from the office of the Secy to the Govt of India
19th Dec 1870
W. S. S. S.
19th Dec 1870
W. S. S. S.
19th Dec 1870
W. S. S. S.

5-7-77 II
23-5-1877
16-5-1877
26-5-1877

Court of 1870 Madras.

Public

Dated Aug. 19.

Recd.

Recd.

G. O. 19 Aug.

1870, No. 75

Nos. 72-73

Recording copy of a letter from
the Home Govt, forwarded by
the Govt of India, on the subject
of the careful preparation
and punctual despatch of
the ^{original} Administration Reports.