

Public (189/) Department.

ORDINARY PRINTED.

G.O., No. 262.

DATED 4 - 4 - 91

[Despatch Abstract.]

Records. Passing orders on Despatch from the Secretary of State requesting to be supplied with "Press Lists" of the most ancient — no. 1 in possession of the Madras Government.

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

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
	CW 1360991						
	P.O. 592						
	17-7-91						

Govt. of Madras.
PUBLIC.

Issued

Recd.

Encl.

G.O., 17th July 1891, No. 592.

JULY.

Records.

Directing that the Secretary of State be further addressed relative to the Press lists of ancient — now in possession of this Government.

4TH APRIL 1891, No. 262, PUBLIC.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—the following paper:—

Despatch from the Right Honorable Lord CROSS, Her Majesty's Secretary of State for India, to His Excellency the Right Honorable the Governor in Council, Fort St. George, dated India Office, London, 31st December 1890, No. 21, Public (Records).

I transmit herewith,* for your Excellency's information, a "Press List" of all the documents now in existence between the years 1599 and 1630. This will show the manner in which the records in the possession of your Government should be arranged and recorded.

* In MS. Printed copies will follow.

2. I am aware that there are not now, either at Calcutta or Madras, any documents of so early a date as 1630, but a few do exist at Bombay, and these have been included in the present list.

3. It would be a convenience that I should be supplied with similar "Press Lists" of the most ancient records now in the possession of your Government at an early date, so that those not now in existence here may be included in the lists prepared at this office before they are printed and transmitted to India, and I shall be glad to be informed what arrangements have been made by your Excellency for this purpose.

ORDER—dated 4th April 1891, No. 262, Public.

In the Despatch read above, the Right Honorable the Secretary of State for India forwards a "Press List" of the documents in the India Office between the years 1599 and 1630, and requests that similar lists of the most ancient records now in the possession of the Madras Government may be supplied to him at an early date, in order that those not in existence in the India Office may be included in the lists under preparation there before these are printed and transmitted to India. He also requests to be informed of the arrangements made for the purpose.

2. The subject of the indexing of the old records has already engaged the attention of Government and for this purpose two indexers were, under G.O., dated 12th April 1886, Mis. No. 774, added to the establishment of the Chief Secretariat. Indexes for the consultations of the Public Department for the years 1698 to 1707 and 1792 to 1838 have thus been prepared. The form in which these are prepared differs, however, from the "Press List" forwarded by the Secretary of State in that they are arranged alphabetically, whilst the latter are chronological and in the form of a table of contents. The earliest records in the Madras record-room bear date 1670, and His Excellency the Governor in Council is of opinion that, for purposes of reference, the "Press List" may well take the place of the indexes now under preparation for records prior to the year 1770. The preparation of the indexes for the period 1670 to 1770 will accordingly be discontinued.

3. It is not clear whether the term "most ancient records" is intended to include papers belonging to so late a date as the middle of the last century, and the Secretary of State will be addressed on the point. Meanwhile, the preparation of the "Presidential Lists" will be proceeded with from the year 1670.

4. As it will not be possible for the existing staff to perform the work in sufficient time, a special establishment of four clerks and one attender, as shown in the margin, will be employed for the purpose. The two special indexers will also be temporarily transferred to the work.

4 clerks on Rs. 30	..	..	..	120	
1 attender on Rs. 10	..	..	..	10	
				—	
Total	..			130	

(True Extract.)

Chief Secretary.

To the Accountant-General.
 " Departments of Secretariat.
 Copy to Superintendent, General Records.

Gobt. of {1891} Madras.
PUBLIC.

Issued

Recd.

Encl.

G.O., 4th April 1891, No. 262.

APRIL.

Records.

Passing orders on Despatch from the Secretary of State requesting to be supplied with "Press Lists" of the most ancient — now in possession of the Madras Government.

Public DEPARTMENT.

India Office,
London, 31st December 1890.

Public (Records),
No. 21.

To His Excellency The Right Honourable The Governor
in Council, Fort St. George.

MY LORD,

Press Lists of Indian Records.

* In M.S. Printed copies will follow.

I transmit herewith,* for your Excellency's information, a "Press List" of all the documents now in existence between the years 1599 and 1630. This will show the manner in which the records in the possession of your Government should be arranged and recorded.

2. I am aware that there are not now, either at Calcutta or Madras, any documents of so early a date as 1630, but a few do exist at Bombay, and these have been included in the present list.

3. It would be a convenience that I should be supplied with similar "Press Lists" of the most ancient records now in the possession of your Government at an early date, so that those not now in existence here may be included in the lists prepared at this Office before they are printed and transmitted to India, and I shall be glad to be informed what arrangements have been made by your Excellency for this purpose.

I have the honour to be,

My Lord,

Your Lordship's most obedient humble Servant,

L. W.

Light of 1890

N^o 14

Public (R)

31st Decem

The
Letter to Fort St. John
N^o 21

The R^otable
the day of

31-12-90

21-1-91

23-1-91

Forward
lists of Indian Records
the year 1599 & 1630
that popular lists of records
of the list may be prepared

Received 21/1/91

Public DEPARTMENT.

C. No. 201.

From The Secretary of State

Dated, 31. 12. 1890.

FOR ORDERS.

The matter referred to by the Secretary of State has already been taken up by this Post but in another form. The two special Indexers whose employment was sanctioned in G.O. 774 of 12 April 1886 have been indexing the old records since that time and up to date have completed the indexes of the Public Dept. Consultations from 1792 to 1838 and from 1698 to 1707. A copy of one of these Indexes is submitted. It will be seen however that the Indexes thus prepared are not what is required by the Secretary of State. The "Press list" forwarded with the dispatch is a "Table of Contents" in which documents are arranged in chronological order; the Indexes are alphabetical. The earliest records in the Secretarial Record Room bear date 1670 and for the papers from that year to 1856 there are no such tables as are required.

By the Secretary of State all that
exists, beyond the indexes for broken
periods mentioned above, is a list
showing the various descriptions of
records in the several departments, the
years for which they run & the form
they take, whether volumes or bundles.
A copy of this list marked "is"
submitted. Registers are also made
& printed which give a general descrip-
tion of the records received in the
Record Dept but these also contain
no particulars as to subject matter.

The Secy of State desires that
the form of Record list forwarded
should be adopted by this Govt. as
the lists so prepared have hitherto
remained at an early date in order
that such documents as are not
in existence in the India Office
may be included in the list ~~ready~~
preparation there. The Indian
appear to have advanced in the
preparation of their list up to 1700
only and have yet 40 years to
table before they arrive at the
date from which the Madras Records
commence (1670). If the proposed

"Rec. Index"
for most of
1740. to 1750
80.778

of a similar list is commenced at
once, here it will probably be printed in
time to serve the purpose for which it
is required. The Secretary of State asks
to be informed of the steps taken and
it is submitted that some special
arrangements should be made at
once.

As regards the work now ^{carried} on
by the special indexers it is submitted
that the ^{execution} ~~execution~~ of the tables now
required should not interfere with the
preparation of the indexes, as the latter
are more useful for reference purposes.
The Record-keeper, who has been consulted,
is of opinion that for the earlier years
(1670 to 1700) in which the records are
scanty the tables will suffice and
that the necessity of indexes in addition for
these years does not exist. It is also
thought that the experience which
the old Record Indexers have gained
would best ~~fit~~ ^{one of} them for the work
of preparing the tables which will be
of a somewhat responsible nature the
earlier records being difficult to
decipher and ^{requiring} ~~requiring~~ ^{considerable} care in
their handling whilst many of them
especially the Despatches to & from
the

for kind of records as of a period.

of the kind of records as of a period.

which one clock would be able to make

single handed is however not considered

sufficient to meet the requirements

of the case, and it is submitted that

the assistance of a special temporary

establishment of three clocks would

be required.

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had been for 100 years could not be done

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Old Record

Note

As it has been decided that the special establishment to be employed to prepare the 'Press List' required by the Secy. of State is to consist of 6 hands, it is submitted that this number may be made up of 4 new clerks & the 2 existing indices as the table of Contents for the earlier years will do away with the necessity of having separate indices for those years. The employment on this work of the old Record indices owing to their knowledge & experience of the old records, would be indispensably necessary to instruct the new hands & prevent them blundering. The Chief Clerk having put down the cost of the establishment at about Rs 100, it is submitted that to secure good men, they should be paid at

at least Rs. 25/- each as the
work they have to do
will require the services of
considerable staff & intelligence
in deciphering & understanding
the old records in the letters,
the old English spelling and
phonology in these old
records being very difficult
to make out the subjects
also dealt with in these days
- the Commercial Transactions
of the old East India Company
& their relations with the
European trading Co's & the
various Native Chiefs - being
of a peculiar character quite
unlike the subjects now met
with in current proceedings.
Two attendants will also
be required for the Special
Establishment & it is proposed to
transfer 2 trained men
on Rs. 8/- each from the existing
Temporary Establishment of the Record
Office instead of putting new
& untrained men to the work.
The total cost of the new
Establishment will thus be Rs. 116/-

Revenue

1871-72
As regards the execution
of the work it will be necessary
that one of the old clerks
should, in addition to
working at the tables himself,
not only instruct & closely
supervise the work done by
the others, but also prepare
& arrange in chronological
order the general combined
press list kept by the Secy.
of State from the separate
tables prepared by the other
clerks working at separate
volumes.

A monthly return of
progress will be submitted
for information of the Chief
Secy.

17/12

Public DEPARTMENT.

[5]

Papers to be read in Proceedings:—

Again G.O., dated 18 , No.

Again G.O., dated 18 , No.

Current No. of 18 , dated from

Current No. 201 of 18 91, dated 31. Dec from The Secretary of State

A

Order. 4th April 91, N° 262

In the Despatch read above the Right Hon'ble the Secretary of State for India forwards a "Provisional list" of the documents in the India Office between the years 1599 and 1630 and requests that similar lists of the most ancient records now in the possession of the Madras Government may be supplied to him at an early date in order that those not in existence in the India office may be included in the lists under preparation there before those are printed and transmitted to India. He also requests to be informed of the arrangements made for the purpose.

2. The subject of the indexing of the old records has also already engaged the attention

of 808 and for this purpose
 the indexes were, under No. 7 of 12th
 April 1886 No 774 this, added to the
 Establishment of the Chief Secretariat.
 Indexes for the Consultations of the Public
 Dept. for the years 1698 to 1707 and
 1792 to 1838 have thus been prepared.
~~_____~~ - The form in which these
 are prepared differs, however, from the
 "Press list" forwarded by the Secretary
 of State in that they are arranged
 alphabetically whilst the latter are
 chronological and in the form of
 a Table of Contents. The earliest records
 in the Madras Record room bear
 date 1670, and Mr. the Governor in
 Council is of opinion that for
 purposes of reference the "Press list"
 may well take the place of the
 indexes now under preparation for
 records prior to the year ~~1780~~¹⁷⁷⁰. The
 preparation of the indexes for the
 period 1670 to ~~1780~~¹⁷⁷⁰ will accordingly
 be discontinued.

3. It is not clear whether the term
 "most ancient records" is intended
 to include papers belonging to as late
 a date as the middle of the last century
 and the Secretary of State will be
 addressed on the point. Meanwhile
 the preparation of the "Press lists"
 will be proceeded with from the
 year

4 Clerks on R. 30 = 120
 1 Clerks on R. 10 = 10
 130.

This includes the two clerks mentioned
 who are to be paid on a special scale

As the special indexes
 joined the indexes back
 2, and it is proposed to
 indexes only from about
 it is submitted that the
 of both might be made
 for the work of preparing
 no lists.

year 1670.

35

4. As it will not be possible for
 the existing staff to perform the
 work in sufficient time, a special
 establishment of 6 clerks and
 attendants, as shown in the margin,
 will be employed for the purpose.
 The two special indexes will also be
 temporarily transferred to the work

Acts sent to Secy 29/4/91. 14 March
 Dept. of Secy 30 } Secy to Govt. (Secy to Govt.)

I regret that men of other work have prevented
 my taking up this matter earlier.

The lists which we have of the old records
 (the ones marked "put up") are quite
 useless for the purposes of the Secy of
 State. I have examined several of
 the books of old records and find
 that they are very much mixed up.
 e.g. there is first a letter of 1690, then
 comes one of 1685, then another of 1673
 and so on. Sometimes they run on chrono-
 logically for a time and then there is
 another break of mixed dates. Some few
 letters including the oldest which bears
 date 1670 are in a very battered condition
 and will be very difficult to make
 them out. The mixed state of the
 earlier records will be the best for
 the Secy of State to have to be chronologically
 arranged under proper letters
 down at first. I have however arranged
 with the old record keeper the lines
 upon which operations are to be carried
 out. If the proposed establishment is
 approved I will have things set going
 at once taking office hours for
 the work to be done from 10 to 12 P.M.
 these hours.

I do not think that Effendi would
can be sent for less than 30 rupees
a month in the Royal Palace.
wounded two attendants and I think
that he might be kept in custody
one. If he is not found improved
and then he can be taken on.

X

to the

Letter - to the Right Honourable the Secretary
of State for India
dated 23/1/91

My Lord,

We have the honor to acknow-
ledge the receipt of your Lordship's
Despatches No. 21. Public 7. 31. December
last on the subject of the preparations
of Press lists of the most ancient records
in our possession in a form similar
to that which accompanied your
Despatches.

2. In reply we have ^{would} ~~the~~ ^{transmit} ~~the~~
that the necessity for a complete index to all
the records in our possession occurred to this
Government for some years ago and in
April 1886 under the suggestion of an officer
who had been placed on special duty to
examine the state of the records in view
to their better arrangement. Two indexes
were ^{then} ~~entertained~~ ^{for the same purpose}
~~preparing indexes for the same purpose~~
~~they were more advanced in execution~~
since in this manner indexes for 65 years
covering the periods 1792 to 1858 and 1698
to 1707 have been ^{prepared} ~~completed and passed~~
~~through the Press~~ These indexes which are
alphabetical differ from the Press list
forwarded by your Lordship which is arranged

Old Records.

"Press lists" for the Secy.

Order & Despatches

(From Orders)

- 1 The Honorable Mr. Stok.
- 2 The Honorable Mr. Foster
- 3 The Honorable Mr. ...

Press. 8-4-91

ature. 11-4-91

int. 23-4-91

DATED

NUMBER OF COPIES
REQUIRED.

Order complete.

Letter only.

Order complete with Letter.

60

30

20

INT. ...

MEMO.

TO.

UP, BEING MEANT FOR DISPATCH

ent in full.
ot to be printed.
ent abstract only.
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