

ORDINARY, PRINTED.

Public DEPARTMENT.
G.O., DATED 27-6-98
No. 490.

INDEXED.

First copy sent to Press.

Returned for signature.

Despatched in print.



[Despatch Abstract.]

Ministry of Education

Issued for the
information regard-
ing the chapters
of Vol I of the Ma-
nual of Adminis-
tration under revision
for the future ad-
ministrative report
for 1892-98.

Dr. Odesp 283

22-7-93

9TH FEBRUARY 1893, Nos. 109, 110, PUBLIC.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—the following paper:—

From J. P. HEWETT, Esq., C.I.E., Deputy Secretary to the Government of India, Home Department (Public), to the Chief Secretary to the Government of Madras, dated Calcutta, 5th January 1893, No. 1-Pub.—29.

In inviting attention to Home Department Circular letter, No. 16—534—543, dated the 19th April 1883, and the orders therein cited, I am directed to remind you that the chapters in the General Administration Report containing standing information will have to be revised and re-written for the report for 1892—93. I am accordingly to request that, with the permission of His Excellency the Governor in Council, timely arrangements may be made for the careful preparation of the chapters by officers possessing a special acquaintance with the subjects dealt with.

ORDER—dated 9th February 1893, No. 109, Public.

The Government of India reminds the Government of Madras that the chapters in the General Administration Report containing standing information will have to be revised and re-written for the report for 1892—93. A similar reminder was received in 1883, and, in reply, the Government of India was informed that it had been decided to embody all information of a permanent nature in one volume, distinct from the Administration Report. The book referred to is Volume I of Dr. Maclean's Manual of the Administration. A perusal of those portions which contain standing information shows that considerable revision is necessary in order to bring the record up to date.

2. The chapters containing standing information, or "red-letter" chapters as they are called, are as follows:—

(a) *Physical Features of Country, Area, Climate and Chief Staples.*—These subjects are dealt with in the first chapter of the Manual—*vide* pages (1) and (15). They do not require re-writing.

(b) *Historical Summary.*—*Vide* page 110. Nothing particular under this head has happened during the past ten years, but the question whether any additions are necessary will be referred to Dr. Maclean for favour of early remarks.

(c) *Form of Administration.*—*Vide* page 78. What is written holds good. Some additions may suggest themselves, and with this object Dr. Maclean will be asked to communicate his views. He will be furnished with a copy of the "Hand-book of Procedure and Precedents" which may be useful for reference.

(d) *Character of Land Tenures and system of Survey and Settlements.*—*Vide* pages 96 to 130. The Revenue Department will be requested to revise the pages quoted and bring the information up to date.

(e) *Civil Divisions of the British Territory.*—Vide page 62. The particulars under this heading require checking by the Revenue and Judicial Departments. The details in paragraph 64 should be brought up to date in the Revenue Department. Paragraph 65 needs considerable revision.

(f) *Details of the last Census, Tribes and Language. Details of Census if taken in the year of report.*—Vide page 490. This must be completely re-written. The Superintendent of Census Operations will be requested, in the Revenue Department, to furnish a revised chapter on the last census.

(g) *Legislating Authority.*—Vide page 265. This requires attention. The Judicial and Legislative Departments will bring the matter up to date.

(h) *General system of Public Instruction.*—Vide pages 550 to 608. Many corrections under various heads are necessary. The Director of Public Instruction will be requested, in the Educational Department, to re-write this portion.

(i) *Literary Societies.*—Vide page 538. Some parts require bringing up to date. This will be attended to by the Director of Public Instruction who deals with such matters.

(j) *Ecclesiastical Jurisdiction.*—Vide page 620. Paragraphs 810, 813 and 815 particularly require revision. The Right Reverend the Bishop will be requested, in the Ecclesiastical Department, to furnish a revised chapter under this head.

3. Departments and officers concerned should give this matter their early attention. On this occasion each subject will form a chapter and the ten chapters will be issued as a separate volume, together with the ordinary Administration Report for 1892-93. The spelling of names of places, of languages, &c., should be in accordance with the Hunterian method. Particular attention is directed to this instruction. The Superintendent, Government Press, will, on demand, furnish proofs with the least possible delay. Further instructions as to date of submission, &c., will issue shortly.

(True Extract.)

C. A. GALTON,
Ag. Chief Secretary.

To C. D. Maclean, Esq., I.C.S.
„ the Revenue Department.
„ the Judicial „
„ the Legislative „
„ the Educational „
„ the Ecclesiastical „
„ the Superintendent, Government Press.

ENDORSEMENT—dated 9th February 1893, No. 110, Public.

Copy to the Government of India, Home Department (Public), with reference to Mr. Hewett's No. 29, dated 5th January 1893.

C. A. GALTON,
Ag. Chief Secretary.

Gobt. of {1893} Madras.
PUBLIC.

Issued

Recd.

Encl.

G.O., &c., 9th February 1893,
Nos. 109, 110.

FEBRUARY.

Albany

"Standing Information."

Passing orders regarding the revision of the
— for the General Administration Report for
1892-93.

Vellore

11th June 1893



My dear Price,

Yours of the 7th instant. I had not expected that this would come on the top and in the middle of all my other work. However the business will proceed.

I said in my demi-official letter of 23rd February 1893 that "if the strings were properly pulled and the due machinery applied" the Editor's labours ought to be very trifling. I assumed then that just as the articles drafted by myself for the First Volume of the Manual were set in type with a wide margin and thus sent round for correction by experts, so the existing published articles of the Manual would be set in type with a wide margin and sent round in the same way. There was nothing in the last 2 sentences of para 3 of G.O. No. 109 Public, dated 9th February 1893, to preclude this being done; however I gather from the present first instalment of copy and from

116
16.3.93

leaving nothing about it that that plan has not been carried out. This is a serious point, for the process of "touching up" printed matter so as to make it correct to date and the process of "re-writing" the article which may mean anything, are two very different things and lead generally to extreme divergence of results.

It is the old contrast in effect between the Govt. of India (Hunterian) method of getting out District gazetteers and the Madras method of commissioning officers to write District Manuals; and as a practical workman I must confess that I am wholly on the side of the former system.

It is necessary both on the above ground and on others that I should take the hearings of and lay out some scheme for the work, and if I am to be the slightest use as editor I must also to a certain extent "pull strings". I therefore request to be favoured with inspection of any correspondence that has passed whether to the address of Press, correspondents, or others on this subject, beyond the Ltr. quoted above and the present correspondence with Bishop's Chaplain.

I would ask for very early compliance with this request, as the point mentioned in my last paragraph will make an enormous difference in the labour and business of editing (apart from the question of results), and it may not be too late even now to remedy the matter.

I shall assume in connection with this subject that the procedure methods which were in force between myself on the one side and Chief Secretary's Office and Press Office on the other side, during the former stage of getting out departmental articles, are continued on the present occasion.

Yours sincerely,

Chas. D. Lewis

D.O. 223 & 7-6-93
 D.O. 116 & 16-3-93
 Pub. No. 109-110 & 9-2-93 origl
 442 & 1-5-93

[G]

2,000-13-5-93.

Current No. 254

DEPARTMENT.

From

C. D. Maclean Esq.

My dear Maclean,

In reply to yours

No.

Dated 11. 6. 93

Received 14. 6. 93.

Enclosures

SUBJECT.

Requesting to be furnished
 with copies of ^{any} correspondence
 that has passed on the
 subject of Editing the third
 Volume of the Manual of Admin-
 to the address of the Press Sec

D.O. 254.

FOR ORDERS.

Dr. Maclean appears to anti-
 cipate that the editing of the "Red
 letter Chapter" Volume of the Adminis-
 tration Report will cause him a great
 deal of extra work & he seems to be un-
 willing to take it up.

2. The second para of his D.O. is not
 quite clear. In para 2 /a/ of G.O. d/9th
 Feb. 1898, No. 109/110 it was decided that
 one of the ten chapters did not need re-
 vision, & in paras 2 (b) 2(c) Dr. Macle-
 ane was requested to state whether he
 considered any additions necessary to
 two other chapters. To this he replied
 in the negative in his letter recorded
 in G.O. d/ 6th June 1898, No. 442. The
 revision of the remaining chapters is
 being undertaken by the departments and
 officers concerned. That on Ecclesiasti-
 cal Jurisdiction, which was received
 from the Rt. Rev. the Bishop in manus-
 cript, was forwarded to Dr. Maclean
 with D.O. d/ 7-8-98, No. 228 to which his
 present letter is a reply.

3. It is submitted for consideration
 whether the work of bringing out the
 the red letter chapters may not, as Dr.

Maclean is evidently unwilling to undertake it, be entrusted to the officer who compiles the Administration Report this year. The task of editing will, as pointed out in D.O. d/ 17th Feb. 1898 [marked with red tape in the original of G.O. d/ 9-2-98, No. 109/110] not be great, and if departments & officers concerned are instructed to send in these chapters in type by the 15th August the Supdt. of the Press being directed to use in these proofs the type to be used in the Volume itself & to proceed at once with the printing of the chapters that need no revision the work of the officer on special duty will not be increased to any appreciable extent. - Now that the chapters have been taken in hand by the Depts. & Officers, the work of bringing out the Volume will rest almost entirely with the Press & the arrangement & editing of the chapters once they are in type can, it is thought, be entrusted with perfect safety to an officer of the standing from which the compilers of the Administration Reports are selected. This arrangement would moreover obviate the inconvenience of 'dual control'. The two Volumes - the Red letter Volume and the ordinary Administration Report - are to appear as one publication and it seems advisable

with a wide margin
W

to keep the editing in the hands of one officer if possible.

CS
17.6.

28/1/1898

I agree. I think it is hardly fair to ask Mr. Maclean to do the work. It will be advisable to select a man of some experience for the work of compiling the Admin. Report this year.

W
20 June

Yes. As the Administration Report is to be strictly abstract then with a good deal of correction to be done that, considering Mr. Maclean's style of writing, it is probably his very unoriginal work to him.

20/6/98 W

I agree. Will the Chief Secretary please submit some names from which to choose the officer to compile this year's Administration Report.

W
21 June

Papers to be read in Proceedings:—

RED LETTER CHAPTERS OF THE ADMINIS-
-TRATION REPORT.

Again G.O., dated 18 , No.
Again G.O., dated 18 , No.
Current No. of 18 , dated from

Wm ✓
How ✓
11/8 ✓
E

S.O. Current No. 254 of 1893, dated 11th June from Dr Maclean.

S.O. dated 27 6 93

My dear Maclean,

W
Your S.O. of 11th June. On ^{consideration} ~~second~~ thoughts the Govt ^{thinks} ~~considers~~ that the fairest and most convenient course will be to entrust the preparation of the Red Letter Volume to the officer who compiles the Annual Administration Report. I am to thank you for the your offer of assistance in the matter. Will you please

c 19/6 / c 21/6
R 21/6 / R 21/6

please return the Chapters
on Ecclesiastical Juris-
-diction Sub with
my D.O. of the 7th
instant.

Red letter chapters of the
administration. Ref

CS
27/6.

LD
25/6/93

D.O.

Submitted to Him for approval of
the portion of the Draft marked
with a cross in blue pencil.

LD
25/6/93

Issue very
soon CS
27/6.

Ref. 480-27-650

CS
27/6

Public DEPARTMENT.

Papers to be read in Proceedings:—

Again G.O., dated 9th February 1893, No. 109 — P
Again G.O., dated 6th June 1893, No. 442 — A
Current No. of 18, dated from

Current No. of 18, dated from

Order 27 June/93. No. 490.

In continuation of
the instructions in G.O. d/9th
February 1893, No 109, depart-
-ments and officers concern-
-ed are requested to forward
the Chapters of volume I
of the Manual of adminis-
-tration now under revision
so as to reach the Public
Department before the 15th
August next. The revised
Chapters should be sub-
-mitted in proof with wide
margins and the Superin-
-tendant of the Govt. Press,
who

who will furnish proofs on application, will use for them the type intended for the Volume itself.

2. The editing of the revised chapters will be undertaken by the officer entrusted with the duty of compiling the Annual Administration Report.

3. The Superintendent of the Govt Press will be directed to immediately take in hand the reprinting of the chapters referred to in paras 2(a), 2(b), and 2(c) of G.O. dated 9th February 1893, No. 109 - These are:

- (1) Physical features of Country, area, climate and Chief staples. pp (110 to 129) of Vol I of the Manual
- (2) Historical Summary pp (110) to (188)

(3)

DEPARTMENT,

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. of 18, dated from

* For Orders
These maps do not seem necessary.
Cs. I don't know what they are, but leave it to L.
Wes 26 June

(3) Form of administration
* The map is there p. 78-82
(4) Strict attention should be paid by all concerned to the instructions in para 3 of G.O. dated 9th February 1893 No 109 regarding the Spelling of proper names.

(From Order)
26.6.93

Cs
23.6.

- To C. D. Maclean Esq. I.C.S.B.
The Revenue Department
" Judicial " "
" Legislative " "
" Educational " "
" Ecclesiastical " "
" Supt. Govt Press "

Per 7783

P.T.O

GOVERNMENT OF MADRAS.
PUBLIC DEPARTMENT.

READ—again the following papers :—

G.O., dated 9th February 1893, No. 109, Public.

ABSTRACT.—Passing orders regarding the revision of the “Standing Information” for the General Administration Report for 1892-93.

G.O., dated 6th June 1893, No. 442, Public.

Read—the following letter from C. D. MACLEANE, Esq., to the Chief Secretary to Government, dated 22nd May 1893.

I have the honour to reply to paragraph 2 (b) and (c) of G.O., No. 109, Public, dated 9th February 1893.

2. Pages (110) to (188) of Manual, vol. I, are a complete monograph I believe and I have nothing to add to them. A certain amount of supplementary information especially in connection with the first half of the section has arisen out of the glossary treatment and will be found in volume III expected to appear before the end of August next, but this does not affect the matter in volume I viewed as a monograph. I am not aware of any events to add to paragraph 124.

3. The Government find pages 78—82 still correct, and I have nothing to propose for addition to the work once done. But no doubt an editor going through the “Handbook of Procedure and Precedents” with his pencil in detail might find various incidental points to add, perhaps many. I have perused that volume much to my own advantage.

Order—dated 6th June 1893, No. 442, Public.

Recorded.

(True Extract.)

(Signed) J. F. PRICE,
Chief Secretary.

Copy to C. D. Macleane, Esq., I.C.S.

ORDER—dated 27th June 1893, No. 490, Public.

In continuation of the instructions in G.O., dated 9th February 1893, No. 109, departments and officers concerned are requested to forward the chapters of volume I of the Manual of Administration now under revision so as to reach the Public Department before the 15th August next. The revised chapters should be submitted in proof with wide margins, and the Superintendent of the Government Press, who will furnish proofs on application, will use for them the type intended for the volume itself.

2. The editing of the revised chapters will be undertaken by the officer entrusted with the duty of compiling the Annual Administration Report.

3. The Superintendent of the Government Press will be directed to immediately take in hand the reprinting of the chapters referred to in paragraphs 2 (a), 2 (b), and 2 (c) of G.O., dated 9th February 1893, No. 109. These are —

(1) Physical features of country, area, climate and chief staples, pages (1) to (29) of volume I of the Manual.

(2) Historical summary, pages (110) to (188).

(3) Form of administration, pages 78—82.

4. Strict attention should be paid by all concerned to the instructions in paragraph 3 of G.O., dated 9th February 1893, No. 109, regarding the spelling of proper names.

(True Extract.)

Chief Secretary.

To C. D. Maclean, Esq., I.C.S.
„ the Revenue Department.
„ the Judicial „
„ the Legislative „
„ the Educational „
„ the Ecclesiastical „
„ the Superintendent, Government Press.

Govt. of {1893} Madras.
PUBLIC.

Issued

Recd.

Encl.

G.O., 27th June 1893, No. 490.

JUNE.

Standing Information.

Issuing further instructions regarding the chapters of volume I of the Manual of Administration under revision for the General Administration Report for 1892-93.

