

Public (189) Department.

ORDINARY MS.

G.O., No. 1110

Dated 31 Aug.^r 1898.

INDEXED.

[Despatch Abstract.]

Recording papers regarding the submission
of all applications for leave & minutes
of appointments.

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9.9.98

BACK PAPERS

G.O.	No.	Department	Rate	G.O.	No.	Department

FURTHER PAPERS.

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

$\left[\frac{G.}{74} \right]$
300 30-7-26

NOTE FOR THE CHIEF SECRETARY.

With reference to the question how proposals for appointments &c. should be submitted by Heads of Depts. the following note is submitted

Prior to 1875 proposals for pro-
motion &c. were apparently sent by
Heads of Depts. direct to the Private
Secretary.

In Memo. No. 818, dated 22nd December 1875 it was ordered that such papers should in future go to the Private Secretary through the Chief Secretary or Secretary to Govt.

From the correspondence in. ~~G.O.~~
G.O.No.542 R, dated 17th May 1882, it
appears that a distinction was then
drawn between promotions and appoint-
ments as far as any rate as the ~~Govt.~~ ^{Medical}.
Dept. ~~was~~ was concerned. Dr.Cornish
explained that proposals for promotion
in grade or rank were sent to Govt.,
while matters relating to appointments
(i.e. postings) were submitted for the
orders of H.E. the Governor through
the Private Secretary. In this G.O.
the Surgeon-General was told that that
system should continue.

In G.O.No.293,Public, dated 28th February 1887 Heads of depts. were directed to submit their recommendations regarding appointments and transfers, by means of draft minute of appointment addressed to the Pri-

I do not see how the old practice
to work in connection with
the late order that grants of
leave are to be taken of
the Dept. It seems to me
it will save time &
trouble if Heads of Dept-
were required when submitting
applications for leave to
show the arrangements they
will propose for the discharge
of the duties of the office
leaving. When the current
vacancies appointments are
made it will be to
the P. S. from the C. S.
11/1798.

Private Secretary, through the Secretary to Govt.

In G.O.No.736, Educl., dated 22nd November 1889, however, the Director of Public Instruction was told that he should have submitted a certain proposal for appointments to the Chief Secretary, as he had done in previous cases, and not to the Private Secretary through the Chief Secretary. It is observed that this order ~~appears~~ appears to be contrary to the directions given in the Memo. of 1887, and it appears to have been overlooked when G.O.364, Public, dated 8th May 1891 and G.O.427, dated 28th April 1894 were issued.

Order are requested.

11/8/95

[G. 74]
30-7-98

Submission of all applications for leave & the minutes of appointments.

Amo mi. R

I think this had better go to H.E. first
18/8/98

19.8.98

H.E. disapproves of this it is not necessary to take any further action in the matter. The paper in this file will be disposed of.

1/9/99

This conflicts with Para. 4 of G.O. 19.8.98

NOTE FOR THE CHIEF SECRETARY.

In accordance with the rulings embodied in G.O.No.773 Pub., dated 17/6/1898 applications for leave are now submitted first to the Hon. Members in charge of the Dept. to which they relate, and afterwards to H.E. the Governor. The Hon. Member notes whether or not he considers that the leave may be granted, and His Excellency the Governor considers the question of a substitute. It has been observed, however, that the decisions of Hon. Members are in many cases necessarily conditional on a substitute being forthcoming, and in some cases, where it is found that no officer is available, the papers are returned to H.M. with a note to that effect. Occasionally too, H.E. the Governor has found it necessary to refer the file to H.M. for an opinion as to whether an officer mentioned demi-officially to the Private Secretary by the Head of the Dept., is suitable. It is respectfully submitted for consideration whether a slight change might not be made which would have the effect of considerably reducing circulation in these matters. It is that the Head of Departments should be instructed to state officially, in their letters recommending the grant of leave, the arrangements

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arrangements which they propose for
filling the vacancy. At present a good
deal of demi-official correspondence on
this subject goes through the office,
from the Private Secretary to the Head
of the Dept. and vice versa. This system
was probably brought into force in
order that the C.S. might have information
as to the officers likely to be selected
for posts, Unless he has this informa-
tion it is impossible ^{for him} to avoid from time
to time making proposals on administra-
tive matters which will be rendered
~~nugatory~~ because they clash with pro-
posed arrangements of which ^{he} ~~the C.S.~~
has no knowledge. Under the existing
system, however, there is no record in
the office of these proposals. The
d.o.s. pass on to the Private Secretary
or the Head of the Dept. thro' the C.S.,
~~which is a very serious defect.~~

This would be obviated if the proposals
were made in an official letter, and the
latter course would also put an end
to the somewhat anomalous practice of
addressing the Private Secretary through
the C.S. The change would not affect His
Excellency's patronage. H.M.'s. would, in
ordinary cases, note only as regards the
grant of leave: it would be only under
special circumstances that they would ^{have}

any ^{to make} remark on the suitability of the proposed
arrangement, and as in such cases it may
be presumed that the same remarks would
be made under the present system, when
the minute of appointment reached H.M.'s.

signature, it is evident that there

It might be confidential if

necessary 17/8/8

suppose him now made

would effect a considerable saving of
time and circulation. Currents which
contained only minutes of appointments
would, as at present, be submitted
direct to H.E. In the special cases
where a preliminary correspondence with
the Head of a Dept. might be necessary,
in order that his proposals should not
be inconsistent with H.E. the Governor's
wishes, this correspondence would then
be ~~carried~~ carried on by the Private Secy.
in direct communication with the Head
of the Dept.

AK
18/8/8

When sent for copying _____
When copied _____
When examined _____
When signed _____ } 189 .

READ AGAIN G.O., No. _____, DATED
189 ,

WARRANT No.

ENCLOSURES TO O. No

ORDER OF GOVERNMENT A A A A A A A

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DISPATCH
IN ORIGINAL.

N.B.—
A = Copy in full.
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