

Public (1899) Department.

ORDINARY PRINTED.

G.O., No. 1128

DATED 5-10-99

INDEXED.

[Despatch Abstract.]

Unfavourable reports on military officers in civil employ
Coming to the S.G. letter from the
Govt of India forwarding, for information and guidance,
a copy of certain Home Dept. circulars regarding the
communication of — to the officers concerned.

BACK PAPERS.

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

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
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Government {1899} of Madras. PUBLIC.

Recd.

Regd.

} 1899.

Enclosures

Spare copies

G.O., No. 1128, 5th October 1899.

OCTOBER.

Unfavourable Reports on Military Officers in Civil Employ.

Communicating to the Surgeon-General letter from the Government of India forwarding, for information and guidance, a copy of certain Home Department circulars regarding the communication of — to the officers concerned.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—the following paper:—

From A. H. L. FRASER, Esq., C.S.I., Officiating Secretary to the Government of India Home Department (Medical), to the Chief Secretary to the Government of Madras, dated Simla, 20th September 1899, No. 1598.

I am directed to forward, for the information and guidance of the Government of Madras, a copy of the Home Department circulars noted in the margin, regarding the communication of unfavourable reports on military officers in civil employ to the officers concerned.

ENCLOSURES.

CIRCULAR from the Government of India, Home Department (Public), dated Simla, 10th April 1899, Nos. 726—34.

I am directed to forward a copy of paragraphs 203 and 214 of the Queen's Regulations, 1898, regarding the submission of confidential reports on military officers, and with reference to paragraph 214, which directs that all officers are to be made acquainted with any adverse remarks which may be recorded against them in their annual confidential reports, I am to request that [with the permission of the Governor in Council]

His Honour the Lieutenant-Governor (and Chief Commissioner)] orders may be issued that when it is found necessary to report unfavourably upon a military officer holding a civil appointment of limited tenure, from which he is liable to revert to military duty, the particulars of the adverse report should be communicated to him *verbatim* by the reporting officer, a note that this has been done being made on the report itself.

Copy forwarded to the Superintendent of Port Blair, Director-General of the Indian Medical Service, Sanitary Commissioner with the Government of India, and Secretary to the Board of Examiners, for information.

Copy forwarded to the Military Department for information, with reference to its office memorandum No. 183-A., dated the 28th February 1899.

(By Order.)

(Signed) H. LUSON,
Dy. Secy. to the Govt. of India.

Extracts (paragraphs 203 and 214) from the Queen's Regulations, 1898.

203. General officers commanding will forward to the War Office annually, soon after their inspections but not later than 1st January, a confidential report on every staff, regimental, or departmental officer serving in their districts. These reports will be made out in the first instance by the commanding officer, or other immediate superior of the officer reported on, in accordance with the instructions contained below. They will be strictly confidential and privileged documents, in no case to be made public, except under the conditions specified in paragraph 214.

Staff and seconded officers should only be reported on by immediate superiors, and in such cases the appointment held should be shown in red ink on the report;

but regimental commanders are to bring to notice any circumstances affecting them which should be laid before the Commander-in-Chief.

Seniors of regimental grades should be specially reported on in anticipation of the annual report, if anything should occur likely to prejudice their promotion.

* * * *

214. When, however, the officer who, in accordance with paragraph 203, first renders the report, considers it necessary to record any fault which affects an officer's character as an officer and a gentleman, or his fitness for his present position, or for promotion to a higher one, the particulars of the adverse report are to be read *verbatim* to him by the officer making it, in the presence, when possible, of the inspecting officer and second-in-command of the corps. If the officer unfavourably reported on is not present at the time of the inspection, the above particulars are to be communicated to him by letter. A note will be made in the report that these instructions have been duly attended to, or an explanation furnished when they have not been carried out. If the result of the report is considered by the Commander-in-Chief to prejudice the officer's chances of further promotion, he will be so informed.

CIRCULAR from the Government of India, Home Department (Medical), dated Simla, 20th September 1899, No. 1584/91.

I am directed to refer to this department letter Nos. 726—34, dated the 10th April 1899, on the subject of adverse remarks recorded against military officers in civil employ in their annual confidential reports. Instructions were given in this letter that when it is found necessary to report unfavourably upon a military officer holding a civil appointment of limited tenure, from which he is liable to revert to military duty, the particulars of the adverse report should be communicated to him *verbatim* by the reporting officer, a note that this has been done being made on the report itself.

2. The above instructions were based on the Queen's Regulations for 1898 and their object is explained in paragraphs 213 and 214 of the Regulations, a copy of which is enclosed. It will be seen from paragraph 214 that only adverse reports made by the officer who first renders the report under paragraph 203 need be communicated to the officer reported against, and that this procedure is not enjoined in the case of reports by inspecting officers. The Government of India are pleased to direct that a similar rule shall be observed in the case of the military officers in civil employ who fall within the instructions of the 10th April last. That is to say, an adverse report by the officer who first reports must be communicated to the officer concerned, but the reports of higher authorities need not be so communicated. At the same time it should be clearly understood that the Government of India or the Local Government, as the case may be, reserves the right to call on the officer concerned to explain any charge against him, should it be considered right and just to do so.

3. I am also to explain that the orders contained in this letter and in the letter of the 10th April last, apply to officers of the Indian Medical Service, since they are liable to revert to military duty.

Copy forwarded to the Superintendent of Port Blair, the Director-General, Indian Medical Service, Sanitary Commissioner with the Government of India, and the Secretary to the Board of Examiners, for information, in continuation of the endorsements from this department, Nos. 735—38, dated the 10th April 1899.

Copy forwarded to the Military Department for information, in continuation of the endorsement from this department, No. 739, dated the 10th April 1899.

(By Order.)

(Signed) R. NATHAN,
Under Secy. to the Govt. of India.

Extract from the Queen's Regulations and Orders for the Army, 1898.

203. General officers commanding will forward to the War Office annually, soon after their inspections, but not later than 1st January, a confidential report on every

staff, regimental or departmental officer serving in their districts. These reports will be made out in the first instance, by the commanding officer, or other immediate superior of the officer reported on, in accordance with the instructions contained below. They will be strictly confidential and privileged documents, in no case to be made public, except under the conditions specified in paragraph 214.

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213. As the object of rendering confidential reports is to furnish the Commander-in-Chief with an accurate knowledge of an officer's character, acquirements, and

professional value, on which to base in a great measure his selections for promotion and for employment on the staff and on special duties, it is important that they should contain a concise but clear description of the officer reported on. Commanding and inspecting officers should bear in mind that no such description can be of any value unless it brings to notice an officer's weak points as well as his strong ones. As it is not to be expected that all points in an officer's character are equally strong, the fact that the weak ones have been brought to notice need not necessarily be considered to constitute an adverse report, and need not, on this account alone, be communicated to him. But a commanding or inspecting officer may use his discretion in bringing to the notice of an officer any weak points which have been recorded against him which in their opinion might be improved by increased energy or attention.

214. When, however, the officer who, in accordance with paragraph 203, first renders the report, considers it necessary to record any fault which affects an officer's

character as an officer and a gentleman, or his fitness for his present position, or for promotion to a higher one, the particulars of the adverse report are to be read *verbatim* to him by the officer making it, in the presence, when possible, of the inspecting officer and second-in-command of the corps. If the officer unfavourably reported on is not present at the time of the inspection, the above particulars are to be communicated to him by letter. A note will be made in the report that these instructions have been duly attended to, or an explanation furnished when they have not been carried out. If the result of the report is considered by the Commander-in-Chief to prejudice the officer's chances of further promotion, he will be so informed.

ORDER—No. 1128, Public, dated 5th October 1899.

Communicated to the Surgeon-General, in continuation of G.O., No. 178, Public, dated 11th February 1899.

(True Extract.)

G. STOKES,
Chief Secretary.

To the Surgeon-General.
„ Sanitary Commissioner (through the Local and Municipal Department).
„ Judicial Department.

Ed. W. D'Moss.

Public (1897) Department.

CURRENT No.

From The Govt of India
(Home)

Order No. 1128 of 5-10-99.
P.S.

No. 1598

Communicated
The Surgeon-General,
Continuation of G.O. No.
178 of 11th February 1899.

Dated 20 Sept 99

Received 26 „

Registered 27 „

Enclosures 3

Spare copies 4 of 1 of Encls No 3.

SUBJECT.

Forwarding for the information
& guidance of the Govt of Madras
copies of certain Home Dep.
circulars regarding the communication
of unfavourable reports on military
officers in civil employ to the officers.

To the Surgeon-General

Sanitary Commissioner

(Through the Local and Municipal Department)

Judicial Department

BACK PAPERS.

G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

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Despatched in print.

READ AGAIN G.O., No.
189

Print A of at all 0
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ENCLOSURE TO C. No.

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

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