Revenue Department

E. M. C. dated 6th February 1857

Back No 16-17

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order No 113 dated 30th Jan 1857

(51 Sheets)

பாதுகாப்பு பிரிவு-1

செப்பனிடுபவர் பெயர் : [illegible]

செப்பனிடுவதற்காக
எடுத்துக்கொள்ளப்பட்ட நாள் [illegible]/2006

செப்பனிட்டு முடித்த நாள் [illegible]/2006

12/9/06

சரிபார்க்கும் முதல் மு.நி.பா.எ. கையொப்பம்
சரிபார்க்கும் 2ம். நி.பா.எ. கையொப்பம்
ஆராய்ச்சி உதவியாளர் கையொப்பம்

Fort Saint George, Revenue Consultation of 6th February 1857.

No. 16. Read the following letter *From G. N. TAYLOR, Esq., Acting Secretary Board of Examiners; to J. D. BOURDILLON, Esq., Secretary to Government in the Revenue Department Fort Saint George dated 10th September* 1856, *No.* 303.

SIR,

1. I am directed by the Board of Examiners to submit for the consideration of the Right Honorable the Governor in Council, the accompanying draft Notification containing the rules which it appears to the Board should be laid down, for carrying out the system of examination to be introduced into the Uncovenanted branch of the Public Service, in conformity with the instructions conveyed in Extract Minutes of Consultation dated the 28th May last; and also forms of the documents specified in paras. 7 and 23 of the order in question.

2. In the Extract Minutes of Consultation under reference, no allusion is made to the Judicial Department, but from the general tenor of the orders, the Board assume it to be the desire of the Governor in Council that a general system of examinations should be introduced into every department of the Public Service; that, for this purpose, each department of the Uncovenanted service should be formed into three divisions, and that the standard of examination for each division should be assimilated as far as possible; care being taken that the examination in each case should afford a satisfactory tests of the candidate's fitness for the particular duties of the department in which he seeks employment or promotion, as well as of his general educational attainments. In the draft notification, therefore, which is now submitted for the consideration of Government, the Board have divided the 1st Division of the Uncovenanted service into two departments, Judicial, and Revenue; and the 2d and 3d Divisions into three, Judicial Revenue, and English; and have laid down a standard of qualifications for each. Without such a division of departments, candidates would be required to pass in subjects which would have little or no bearing on their future duties. For instance there seems no reason for including in the list of Essential subjects required from candidates for Principal Sudr Ameenships, a knowledge of the Revenue system of administration and accounts; or in the list of non-essentials, Surveying, Mensuration or Agricultural Chemistry. Nor in the two lower divisions of the English Department does there seem to be any good reason for requiring a knowledge of the Vernacular languages. The enforcement of such a test would bring the work of the Madras offices to a stand still, and would in no way tend to the improvement of a department in which the whole of the business is in English.

3. In the 1st Division it has not been thought necessary to make any separate provision for the English Department. As the number of Uncovenanted officers serving in this Department, whose salaries exceed Rs. 250 per mensem, must be very limited, and as they must, most of them, if not all, be men whose duties are connected with one or other of the two principal departments of the service, the Judicial and Revenue, the Board see no reason why they should not be required to pass the tests required from candidates for the higher situations in those departments. In the Sudr Court there is no Uncovenanted officer on a higher salary than Rs. 250 and with respect to those in the Board of Revenue, it would add, the Board imagine, very much to their efficiency that they should be required to pass the highest Revenue test. In the offices of Account and Audit there may be some whose salaries are above this limit, and to whose duties neither the Judicial, nor the Revenue, test would strictly apply; but the Board do not deem it necessary to lay down any special provision for the examination of candidates for those offices.

4. In regard to the proportion of marks to be obtained by candidates for the several Divisions, the Board have strictly adhered to the instructions contained in the Extract from the Minutes of Consultation; but in the absence of the reasons which may have guided the Government in the equal distribution of the marks, they incline to the opinion that a greater number might as a general rule be assigned to Essential, than to non-essential, subjects. In the 5th para. of the orders of Government it is laid down that in the examination of candidates for employment as Assistant or Deputy Collectors one-third of the maximum number of marks should be assigned to that part of the test which refers to character and service; whereas in the 17th para. it is stated that "the marks assigned to this part of the test should, for *subsequent examinations* be "one-fifth of the highest possible number." The Board do not clearly comprehend whether it

is the intention of Government that for *all* examinations subsequent to that which will be held upon the first appointment of Assistant and Deputy Collectors, the proportion of marks assigned to the service and character test should be less than on the first occasion; but as they doubt the expediency of lowering this part of the test for the higher grades, they have assigned the proportion of one-third of the maximum number of marks to the service test in the 1st and 2d Divisions, and the proportion of one-fith in the 3d Division.

5. The Board are doubtful of the advantage of fixing on a maximum number of candidates for Uncovenanted Assistantships to be passed in each vernacular language as proposed in para. 26. There does not seem to be any particular reason for making such an arrangement in regard to the Uncovenanted Assistants in the Revenue Department, any more than in regard to the other grades of the service. The Board think it desirable that all who pass the required standard should obtain a certificate, declaring them to be eligible for employment in the grade of the service for which they have qualified.

6. They are moreover of opinion that it would be found inconvenient in practice, and seems contrary to the spirit of these examinations, to compel all candidates to serve a certain term in one division before being eligible to a higher appointment. They would prefer leaving the authorities an unfettered power of selecting for all appointments such individuals as had obtained certificates of qualification and were otherwise equal to the duties. The general rule might be that which is laid down in Rules VII. and IX. of the Notification, to both of which rules the Board would recommend the following addition, “Except in such special cases as may be brought “forward by Heads of offices in favor of persons having extraordinary claims or qualifications.”

7. The Board presume that the object of the present scheme is to fix a standard of qualification for each class of appointments, and to give certificates to such candidates as come up to the mark; thereby insuring a certain degree of education among all Government employés. But as an examinee might be first on the list and yet be comparatively unfitted for active and practical duties, the Board would recommend that for all appointments within their gift, Heads of offices be allowed to make selection from the passed candidates. This, it appears to the Board, is only just to them so long as they are held responsible for the proper management of their Districts, courts, or offices.

8. In the standard of examination for the Judicial and Revenue Departments of the 3d or lowest Division, the Government will perceive that the Board have arranged that the examinations should be conducted entirely in the Vernacular. This proposition originated with one of their Members, the Director of Public Instruction, to whom the Board are indebted for the preparation of the several tests embodied in the Notification, and who has requested that the expediency of enforcing this Rule be strongly urged by the Board. Mr. Arbuthnot says, “It is “absolutely essential to the success of the Vernacular schools now being established, for unless “some definite encouragement be held out by Government to Vernacular Education, and some “check put upon the desire for a mere smattering of english, which is now so prevalent in many “parts of the country I cannot help anticipating the greatest difficulties in inducing the people “to resort to our Vernacular Schools, and to co operate with the Government in carrying out “the principle which has been laid down that the education of the great mass of the people must “be conducted through the medium of their own languages.”

9. The knowledge of English to be possessed by Examinees for the 3d Division of the service is a difficult and important point; but upon the whole, the Board are inclined to agree with Mr. Arbuthnot that, for the present at least, English should not enter into the test required from candidates of the lowest Division, except as regards Europeans and East Indians. They have therefore framed Rule XIII. so as to meet this view. I am desired to state however, that the President of the Central Committee, dissenting from this view, has requested that copies of his Minutes on the subject may be forwarded for the perusal of Government, and they accordingly accompany this letter.

10. There is another important consideration, connected more especially with the examination of the 3d Division, upon which the Board are unwilling to be silent, they allude to the difficulty which will be found in providing Committees who can devote the requisite time to the periodical examinations. This appears to the Board to be the main, indeed the only serious, difficulty which will be experienced in carrying out the measures ordered by Government. The labor entailed and time occupied by the half yearly examination of Assistants in the Covenanted

Civil Service, of candidates for Pleaderships and Moonsiffships, and of officers in the Department of Public Works, is already felt to be a most serious inconvenience by many public officers in the Provinces; and the Board do not very clearly understand how these officers are to find leisure for the additional duty of examining and looking over the papers of the numerous candidates whom these examinations will bring forward twice every year.

11. The only way, in the opinion of the Board, in which this difficulty can be met, or at any rate partially avoided, will be by abandoning entirely the idea of having periodical examinations for the 3d or lowest division conducted by District officers. It appears to the Board that Certificates might be granted at their half yearly examinations by the Head Masters of the Government Vernacular and Provincial Schools, and other approved Institutions, to Candidates who have creditably passed the test laid down in the Notification for this Division. The selection of Candidates for vacancies will then be made by the head of an office, according to his judgment, from those who produce these Certificates, together with all the other papers and testimonials required from Candidates of every grade. The additional labor entailed upon Collectors, and other District officers, by the half yearly examination of Candidates for the two first divisions, will, the Board apprehend, be as much as they can perform with satisfaction to themselves and to the Government, if even this is found possible; and it would be too much to expect them to devote the necessary time to the examination of the numerous Candidates who will present themselves for employment in the 3d Division.

12. The Board apprehend no difficulty on the ground that the means are at present wanting to supply the amount of education which the proposed tests demand. The publication of the rules will lead to a general resort to the schools of a better order, either already established or in process of formation, English and Vernacular; and will induce the people to co-operate readily with the Government in improving the indigenous schools, by the adoption of useful books and an improved system of instruction. Mr. Arbuthnot informs them that the Educational Inspectors are now engaged in establishing Vernacular Talook Schools in which all the subjects included in the standard laid down for the third or lowest Division will be taught, and that in the course of a few months he hopes to be able to report that 100 such schools, at the rate of 5 to each District, are in active operation. The Board therefore see no objection to the immediate promulgation of the rules, or to their enforcement from the date named in the draft Notification.

13. The Board would recommend however, with reference to what is said in paras. 9 and 18 of the order of Government, that it should rest with the Governor in Council to dispense with the tests for entrance into the highest Division, in the case of those officers of high character and experience already in the 2d Division, who may be considered deserving of promotion, but whose opportunities have been few for acquiring the knowledge of the various subjects, more particularly of English, which is required for the 1st or highest standard. It should be understood that this exemption would be granted only for extraordinary and special reasons.

14. Upon the receipt of the sanction of the Supreme Government for the creation of the proposed appointment of Uncovenanted Assistant and Deputy Collectors, it will only be necessary in order to provide for the contingency which will then arise, to publish in a separate form, with an appropriate heading, those portions of the Notification which refer exclusively to the Revenue Department of the first or highest Division; including Rules III. IV. V. and that part of Rule VI. which has reference to the Revenue Department.

15. Though the tendency of the proposed system of examination may be, for the present, to confine the aim of education in the provinces, in most instances, to Government employment, the Board hail its introduction as the means of future progress and general enlightenment. They fully concur in the following remarks recorded by Mr. Arbuthnot upon this subject, with which I am directed to conclude this letter. “It is my conviction that “in the present circumstances of India, the only means of promoting education generally is by “making use of the powerful inducement the Government are able to hold out in the shape of “Official employment. It is, I admit a very unsatisfactory state of things, but it is a necessary “consequence of the existing form of Government, and until the people are sufficiently enlightened to see that their industry may be equally, if not more advantageously, directed to other “channels, it is I believe our wisest policy to work the lever which circumstances has placed at

"our disposal, in the hope that the more general diffusion of knowledge and the gradual elevation "of the National character, which may be expected from the measures now in progress, will "eventually lead to a more true estimate of the objects for which education should be sought."

NOTIFICATION.

The Right Honorable the Governor in Council being impressed with the expediency of introducing into the Uncovenanted branch of the Civil Service, a system of examination somewhat similar to that in force in the Covenanted branch, directs that the following rules* for regulating the admission and promotion of persons in several Civil Departments of the Public Service, be published for general information.

I. From and after the 1st January 1858, no person shall be appointed to any situation in the Uncovenanted branch of the Civil Service above the grade of Peon; nor will any person already employed, be promoted to a situation of a higher grade, without having under-gone such an examination as may be considered to afford an adequate test, both of his general educational attainments, and of his fitness for the particular duties of the office he seeks.

II. In fixing the standard of examination, the Uncovenanted Service will be formed into three divisions; of which the first will include all appointments, the salary of which may amount to Rupees 250 and upwards, comprising the appointments of Uncovenanted Assistant and Deputy Collector, Head Sheristadar and Principal Sudr Ameen: the second, all appointments, the salary of which may amount to Rupees 75, and may be less than Rupees 250, including District Moonsiffs, Court Sheristadars, Tahsildars, Treasurers, Head writers, Head Accountants, Assistant and Deputy Sheristadars; and the third, all appointments from the lowest above the grade of Peon and below Rupees 75 per mensem, including all Revenue officers up to talook Sheristadars and Deputy Tahsildars, and all Subordinate Court Servants, except Court Sheristadars, and generally all Clerks, except Head Accountants and Head English Writers.

III. The test will be of three kinds.

1st. As to the knowledge possessed by the Candidate of certain subjects which will be designated as "Essential subjects."

2d. As to the knowledge possessed by the Candidate of certain subjects which will be designated as "Non-Essential."

3rd. As to the moral character of the Candidate, and, in the event of his being already employed in the Public service, as to his experience and proved capacity for business.

IV. Every Candidate, before being admitted to examination, will be required to produce (1) a Medical Certificate of physical fitness, (2) Testimonials as to character, general respectability, and, if he has been already employed in the Public service, as to his efficiency as a Public servant, (3) an authentic statement of age, parentage, profession, birthplace and residence, also hereditary office, service-maniums belonging to himself and to his family, previous service, if any, and names of relations and connexions employed in the Government service in any of the districts of the Madras Presidency. Forms of the documents in which the information above noted is to be embodied are appended to this Notification.

FIRST DIVISION.

First or Highest Division.

V. The examination will be decided by marks, the maximum number to be allotted being 3,000, of which one-third will be assigned to the essential subjects, one-third to the non-essentials, and one third to service, approved character and official experience. No Candidate will be eligible for an appointment in this division who fails to obtain the minimum number of marks fixed for essentials. This minimum will be one half of the number assigned to this branch of the test or 500; and it will be necessary to success that the Candidate should, in addition, obtain an equal number of marks in either of the other two branches of the test, i. e. in the non-

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* Note.—These rules do not apply to village establishment.

essential subjects, or for service, character and official experience; or partly in the one, and partly in the other.

VI. The standard of examination will be as follows:

FIRST DIVISION.

In the Judicial Department.

Essentials.

Languages.

Vernacular.—A good colloquial and Grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment, and ability to read with facility and to translate *vivâ voce* into English an official paper written in a common running hand, and to perform a similar exercise from English into the Vernacular; a judgment or other official paper must also be translated in writing from English into the Vernacular, and a similar paper from the Vernacular into English. Of these papers, that which is written in the language of the Candidate, whether it be English or one of the languages of India, must be correct in Grammar and Spelling and free from errors of idiom.

In English.—An intimate knowledge of Grammar and ability to paraphrase and explain any prose author, to write a letter on a given subject, and to make an abstract or precis of a passage selected from a standard author, or from an official report, such as may test the Candidate's facility and correctness of expression in English composition.

Arithmetic.—Comprehending the four simple and compound rules, Reduction, Vulgar Fractions, Simple and Double Proportion and Interest.

Regulations and Procedure of Courts.—The principles of English Law as given in Warren's Abridgment of Blackstone's Commentaries and the Law of Evidence (Best).

NON-ESSENTIALS.

History.—Including an acquaintance with the leading facts of Ancient and Modern History and a competent knowledge of the History of India as found in the works of Elphinstone and Mill.

Geography.—General Geography and particularly the Descriptive, Historical, and Political Geography of Europe and Asia.

Arithmetic.—Including Decimal Fractions.

Algebra.—As far as Quadratic Equations.

Euclid.—The first six books, and Book XI. to Proposition XXI.

Law.—Civil and Criminal Law as treated in Archbold's Summaries.

FIRST DIVISION.

In the Revenue Department.

Essentials.

Languages.

Vernacular.—A good colloquial and Grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment, and ability to read with facility and to translate *vivâ voce* into English an official paper written in a common running hand, and to perform a similar exercise from English into the Vernacular: a judgment or other official paper must also be translated in writing from English into the Vernacular, and a similar paper from the Vernacular into English. Of these papers that which is written in the language of the Candidate, whether it be English or one of the languages of India, must be correct in Grammar and Spelling and free from errors of idiom.

In English.—An intimate knowledge of Grammar and ability to paraphrase and explain any prose author, to write a letter on a given subject and to make an abstract or precis of a passage selected from a standard author or from an official report, such as may test the Candidate's facility and correctness of expression in English composition.

Arithmetic.—Comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple and Double Proportion, Interest, Discount, Book-keeping and Accounts.

Law.—Revenue, Police and Magisterial Regulations, the system and spirit of Revenue administration as shown in the Regulations and Legislative Acts for this Presidency, the Circular Orders of the Board of Revenue, and those of the Sudr and Foujdaree Udalut which apply to Police and Revenue duties.

NON-ESSENTIALS.

History.—Including an acquaintance with the leading facts of Ancient and Modern History, and a competent knowledge of the History of India as found in the works of Elphinstone and Mill.

Geography.—General Geography and particularly the Descriptive, Historical, and Political Geography of Europe and Asia.

Arithmetic.—Including Decimal Fractions.

Algebra.—As far as Quadratic Equations.

Euclid.—The first six books and book XI. to Proposition XXI.

Plane Trigonometry.—Including the application of the science to the measurement of lengths and areas and the use of the level and Theodolite, and practical surveying.

Political Economy.—Principles of Political Economy as treated in Mill, Adam Smith, Macullock or other leading author.

Law.—The principles of English Criminal Law (Archbold) and the Law of evidence, (Best.)

Sciences.—Any one of the following Sciences, Agricultural or general Chemistry, Botany, Geology, Practical Mechanics, Natural History.

VII. A period of at least five years' service in an appointment or appointments, included in the 2d division, will be an essential qualification for admission into the 1st. division. Except in such special cases as may be brought forward by Heads of Offices in favor of persons having extraordinary claims or qualifications.

SECOND DIVISION.

VIII. The second division will be divided into two classes, the 1st. or highest of which will include all appointments the salary of which may amount to Rupees 150 per mensem and may be less than Rupees 250; and the 2d, all appointments the salary of which may amount to Rupees 75 and may be less than Rupees 150.

In this division, as in the first, the test will be of three kinds. The maximum number of marks will be 3,000, of which one-third will be assigned to the essential subjects, one third to the non-essentials, and one-third to service and approved character and official experience. Of these marks one-third or 1,000 must be obtained by candidates for the 2d or lowest class, and two-thirds or 2,000 by candidates for the 1st or highest class. In each case one-sixth of the maximum number of marks must be obtained in the Essential subjects.

IX. As a general rule no candidate will be admitted to examination for an appointment in this division, until he shall have completed five years' service in an appointment or appointments included in the 3d division, and extra marks will be allowed for any period of service in excess of five years. An exception however will be made in the case of persons who may have obtained high Academical distinctions, such as proficients of the late High School and of the present Presidency College, and graduates of the projected University; and such persons will be allowed to compete for appointments in the 2d division after serving two years only in the 3d. A further exception will also be made in such special cases as may be brought forward by Heads of offices in favor of persons having extraordinary claims or qualifications. Persons already in the employ of Government whose age may exceed 25 years will be eligible to appointments included in this division on passing the minimum test according to the standard laid down for the 3d division; and all persons now included in this division if unable to pass the said test within five years will be debarred from promotion.

SECOND DIVISION.

X. The standard of examination will be as follows:

In the Judicial Department.

Essentials.

Languages.

Vernacular.—A good Colloquial and Grammatical knowledge of the Vernacular Language of the District in which the candidate seeks employment or promotion, ability to read with facility official reports in a common running hand, to draft a letter on a given subject, and to make an abstract or precis of an official report.

English.—A competent knowledge of Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write a letter on a given subject and to make an abstract of an official report.

Arithmetic.—Comprehending the four simple and compound Rules, Reduction, Vulgar Fractions and Simple Proportion.

Regulations and Rules of Procedure applicable to District Moonsiffs.—Law of evidence (Best.)

NON-ESSENTIALS.

Arithmetic.—Including Double Proportion, Interest and Book-keeping.

History.—An acquaintance with the leading facts of general History and particularly the Histories of England and India.

Geography.—General Geography and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will be required.

Algebra.—As far as Quadratic Equations.

Euclid.—The first two Books.

Sciences.—Any one of the following sciences. Agricultural or general Chemistry, Botany, Geology Practical Mechanics, Natural History.

In the Revenue Department.

Essentials.

Languages.

Vernacular.—A good Colloquial and Grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion, ability to read with facility official reports in a common running hand, to draft a letter on a given subject and to make an abstract or precis of an official report.

English.—A competent knowledge of Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write a letter on a given subject and to make an abstract of an official report.

Arithmetic.—Comprehending the four Simple and compound Rules, Reduction, Vulgar Fractions and Simple Proportion.

Regulations.—Police, Magisterial and Revenue, and Revenue accounts, Circular Orders of the Board of Revenue and those of the Sudr and Foujdaree Udawlut which apply to Police and Revenue duties.

NON-ESSENTIALS.

Arithmetic.—Including Double Proportion, Interest and Bookkeeping.

History.—An acquaintance with the leading facts of General History and particularly the Histories of England and India.

Geography.—General geography and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will be required.

Algebra.—As far as Quadratic Equations.

Euclid.—The first two Books and the mensuration of plane areas as far as is dependant on these books.

Law.—Law of evidence (Best.)

In the English Department.

Essentials.

Language.

English.—A competent knowledge of English Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write from dictation in a good hand, to write a letter on a given subject, and to make an abstract of an official report.

Arithmetic.—Comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple Proportion, Interest and Discount Bookkeeping and accounts.

NON-ESSENTIALS.

Arithmetic.—Including Double Proportion and Decimal Fractions.

History.—An acquaintance with the leading facts of General History and particularly the Histories of England and India.

Geography.—General Geography, and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will also be required.

Algebra.—As far as Quadratic Equations.

Euclid.—The first two Books.

THIRD DIVISION.

XI.—The 3d Division will be divided into three classes, the first of which will include all appointments, the salary of which may amount to Rupees 50 but may be less than Rupees 75; the second, all appointments the salary of which may amount to Rupees 25 but may be less than Rupees 50; and the third all appointments from the lowest above the grade of Peon to those the salary of which may be less than Rs. 25.

The maximum number of marks will be 3,000 of which 1,200 will be assigned to the essential subjects, 1,200 to the Non-essentials and 600 to testimonials of character and service. In the case of candidates not already employed, and eventually in the case of all candidates, the minimum number of marks to render a candidate eligible to a situation of the 1st or lowest class will be 750 or one-fourth, of which 400 must be obtained in the essential subjects: one-half or 1,500 for a situation of the 2d class, of which 600 must be obtained in the essential subjects: and 2,000 or two-thirds for a situation of the 3d or highest class, of which 900 must be obtained in the essential subjects. A candidate obtaining a certificate of the highest class will be eligible for any appointment in this division; but a Candidate obtaining a Certificate of the lowest class,

will only be eligible for an appointment of the lowest class until he shall go up again and obtain a higher certificate. In the case, however, of persons already holding situations in either of the two lower classes included in this division, a lower standard of qualification will for a time be allowed, and in their case the minimum standard for promotion to a situation of the 2d class will be one-third or 1,000 of which 500 must be obtained in the Essential subjects; and for promotion to a situation of the 1st or highest class one-half of the maximum number of marks, or 1,500, of which 750 must be obtained in the Essential subjects. This reduced standard in the case of persons already in employment will be in force for five years from the 1st January 1858.

XII. The standard of examination in this division will be as follows:

THIRD DIVISION.

In the Judicial Department.

Essentials.

Language.

Vernacular.—A good colloquial and grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion, and ability to draft a letter on a given subject, or to make an abstract or precis of a passage selected from a standard author, or from an official report, such as may test his facility and correctness of expression in composition.

Arithmetic.—Comprehending the four Simple and Compound Rules.

Regulations.—Regulations and Legislative Acts for this Presidency.

NON-ESSENTIALS.

Geography.—General Geography and particularly the Geography of India.

History.—Including an acquaintance with the leading facts in the History of India.

Arithmetic.—Including Reduction, Vulgar Fractions, Simple Proportion, and Simple Interest.

THIRD DIVISION.

In the Revenue Department.

Essentials.

Language.

Vernacular.—A good Colloquial and Grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion, and ability to draft a letter on a given subject, or to make an abstract or precis of a passage selected from a standard author, or from an official report, such as may test his facility and correctness of expression in composition.

Arithmetic.—Comprehending the four Simple and Compound Rules.

Regulations.—A limited knowledge of the general Regulations: the Circular Orders of the Board of Revenue, and of the Court of Sudr and Foujdaree Udalut.

NON-ESSENTIALS.

Geography.—General Geography and particularly the Geography of India.

History.—Including an acquaintance with the leading facts in the History of India.

Arithmetic.—Including Reduction, Vulgar Fractions, Simple Proportion and Simple Interest.

THIRD DIVISION.

In the English Department.

Essentials.

Language.

English.—A competent knowledge of English Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write from Dictation in a good hand, and to dockett an official letter.

Arithmetic.—Comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple Proportion, Interest and Discount.

NON-ESSENTIALS.

Arithmetic.—Including double Proportion and Decimal Fractions, Book-keeping and accounts.

History.—An acquaintance with the leading facts of general History and particularly the Histories of England and India.

Geography.—General Geography and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will also be required.

Algebra.—As far as Quadratic Equations.

Euclid.—The first two books.

XIII. The examination of candidates for employment or promotion in this division of the Judicial and Revenue Departments will be conducted entirely in the Vernacular; but this rule will not be enforced in the case of Europeans and East Indians from whom a knowledge of a Native language sufficient for the performance of their duties will only be required.

XIV. The examinations provided for in the foregoing rules will be held half-yearly both at the Presidency and at certain stations in the Provinces, which will be fixed on from time to time. They will be conducted by divisional, and, in the case of candidates for employment in the 3d or lowest division by District Committees, under the orders of the Central Board of Examiners. The examinations will be open to all comers whose age may exceed 18 years, subject to the rules above laid down, with reference to service in the 2d and 3d divisions, and after each examination, lists will be published of the successful candidates in the several Departments, and they will be declared eligible for employment in the several divisions or classes for which they may have been found qualified.

Office of the Board of Examiners,
Madras, 10th September 1856.

(Signed) G. N. TAYLOR,
Acting Secretary.

Instructions for keeping an official Register of the conduct of subordinate *employés* in the Uncovenanted branch of the Civil Service.

With the view of enabling Heads of offices on first taking charge of their offices to become acquainted with the past conduct and qualifications of their subordinates, the Right Honorable the Governor in Council resolves to direct that an official Register of the conduct of every subordinate officer employed in the Uncovenanted branch of the Civil Service above the grade of Peon, prepared in the annexed form, be kept in every office from the 1st September 1857.

The Register should be kept by the Head of the office himself and the particulars which it is designed to contain should be filled up by him in his own hand-writing. It should be kept in a book, one page of which should be assigned to each individual of the Establishment above the grade of Peon. It should contain, under the proper heads every particular of the official career of the individual, including all promotions and transfers from one situation in the same office or district to another, all punishments severe and formal reprimands and all special commendations or marks of approbation. Whenever special commendations or punishments or reprimands may be recorded in the Register, the circumstances under which such commendation or punishment may have been awarded should be briefly but clearly stated in column 5 or 7 of the Register as the case may be.

In the month of May of each year the Head of the office should record in column 9 his opinion of the conduct of each individual in his Establishment during the preceding official year.

The Register now ordered is to be kept by the following officers.

Heads of Public offices at the Presidency.

Civil and Session Judges, Collectors, Sub-Judges and Assistant Judges, Sub-Collectors, Head Assistants, Principal Sudr Ameens, District Moonsiffs, Tahsildars.

The Register kept by Sub-Collectors, Head Assistant Collectors, Principal Sudr Ameens, District Moonsiffs and Tahsildars are to be forwarded to the chief Revenue or Judicial authority in the District, as the case may be, for inspection once in each year.

Office of the Board of Examiners,
Madras, 10th September 1856.

(Signed) G. N. TAYLOR,
Acting Secretary.

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Register of the Services of the Officers employed in the

1	2	3	4	5	6	7	8	9
Name of Officer.	Official Designation.	Date of appointment to present situation.	Former situations held in the same Office or District and for what period.	Instances in which the Officer has received special commendation.	Date of Order conveying such commendation.	Instances in which the Officer has been punished or reprimanded and nature of punishment or reprimand awarded.	Date of punishment or reprimand.	Opinion recorded by the Head of the Office on the general conduct of the Officer at the end of each official year.

Board of Examiners' Office,
10th September 1856.

(Signed) G. N. TAYLOR,
Acting Secretary.

under reference; no allusion is made to the

Tabular Statement to be furnished by Candidates for employment as Deputy or Assistant Collector or Head Sheristadar.

(This Statement should be filled up and signed by the Candidate and countersigned by the Officer under whom he may be serving at the time.)

Name of Candidate.	Age.	Father's name and profession.	Profession.	Birth place.	Residence.	Relationship with Officers in the Public service in any of the Districts in the Madras Presidency, or in any Office in Madras.	Hereditary Office Service maniums, &c.	Previous service.

Office of the Board of Examiners,
Madras, 10th September 1856.

(Signed) G. N. TAYLOR,
Acting Secretary.

Forms of Medical Certificate to be furnished by Candidates for employment as Deputy or Assistant Collector or Head Sherishtadar.

I I. ——— S. ——— Surgeon in the service of the Honorable East India Company hereby certify that I have examined A. ——— B. ——— and that he labors under no disease, constitutional affection, or bodily infirmity such as to disqualify him for official employment.

(Signed) G. N. TAYLOR.
Acting Secretary.

Form of Testimonial to be furnished by Candidates for employment as Deputy or Assistant Collector or Head Sheristadar.

I A. ——— B. ——— (Here enter official designation) hereby certify that C. ——— D. ——— has served under me in the situation of (Here enter situation) for the period of ——— years, that I believe him to be of good (or excellent as the case may be) moral character, that he has been industrious (or generally industrious or invariably industrious) and efficient (or generally efficient or extremely efficient as the case may be) in the discharge of his duties.

(Signed) G. N. TAYLOR,
Acting Secretary.

MINUTE BY THE PRESIDENT.

First or Highest Division.

1. I think Mr. Arbuthnot has laid down a standard of proficiency that it is desirable, regarding those holding the highest offices under Government, should attain to. But were it adopted at once I think scarcely any of the present Moonsiffs would attain the rank of Principal Sudr Ameen, or of our Tahsildars, that of Collector's Sheristadar. Amongst the non-essentials the sciences are not included. It is well that a high proficiency in Mathematics should be laid down as one of the non-essentials, but I would give even a higher place to the sciences including Geology, Botany, Natural History, Chemistry and practical Mechanics.

THIRD DIVISION.

2. I cannot concur in Rule XIII. or in Mr. Arbuthnot's request that the examination in the 3d Division should be entirely in the Vernacular. All the appointments in the Judicial branch have a salary of less than 75 Rupees, except Principal Sudr Ameens, Sudr Ameens Moonsiffs and Sheristadars of the Court. In the Revenue Department all the talook appointments, except that of Tahsildar and nearly all in the Huzur Cutcherry are under Rs. 75. The effect of Mr. Arbuthnot's proposition therefore would be that by far the greater portion of the Natives seeking for public employ would content themselves with an education in the Vernaculars. Educated only in these, their proficiency would of necessity be very limited. My opinion is that it is desirable that a proficiency in English should be required by every one entering the Public service. I quite see however the difficulty to which Mr. Arbuthnot refers and that unless some encouragement is given to the Vernaculars, there will be a great difficulty in securing success to the talook Vernacular Schools. As a compromise, I would propose that a lower Division should be established of all salaries under 15 Rupees, and that a knowledge of English should not be required for this Division. All the examinations being held in the Vernacular language. All the Goomastahs in the Moonsiffs' courts receive a salary of less than 15 Rupees. I would further recommend that from the 1st January 1859 no Peon should be appointed who was not able to read and write, this would not only secure a much more efficient set of Peons, but would also give a great stimulus to the Vernacular Schools. This rule has been in force in the Civil Court of Canara for several years past.

5th August 1856.

Additional Minute.

I have read over the Minutes of the Members of the Sub-Committee, with reference to my remarks regarding the introduction of the different sciences among the non-essentials I find that Mr. Maltby proposes adding Botanny and Geology or Minerology in the examination of Revenue servants in the 1st and 2d Divisions. The practical utility of these sciences to Revenue officers

under reference, no allusion is made to the is apparent. But practical utility is not the object solely sought for in laying down the non-essentials. For Judicial officers in the 1st Division, among the non-essentials are *Arithmetic*, including Decimal Fractions. *Algebra*, as far as quadratic equations. *Euclid*, the first six books and book XI. to proposition XXI. In the 2d Division there are Algebra as far as quadratic equations. Euclid, the first two books. Now this knowledge of the higher branches of Arithmetic, Algebra and of Euclid are doubtless of use in training the mind. But the real question before us is one of a very large character, it is how can we best train the mind of Natives of India so as to improve their character. The Natives of India are particularly defective in the powers of observation, in making experiments and in drawing conclusions from facts. It appears to me that the study of the higher branches of Arithmetic, Algebra and of Euclid is not likely to be nearly so generally effective in curing this deficiency as that of the different sciences. To give a new turn and a new tone to the Native mind, the study and knowledge of the different sciences will be emminently useful. I adhere therefore strongly to my opinion that this should be included among the Non-Essentials for both Revenue and Judicial officers in the 1st and 2d Divisions.

I must also repeat my objections to Mr. Arbuthnot's proposal of confining the examination in the 3d class to the Vernaculars. As regards the efficiency of the Public service much depends upon the qualifications of the young men who obtain the lowest appointments. It is only when they are young that lads can study English with advantage. Except in the case of proficients, &c. all persons must serve 5 years in the 3d Division before being promoted to the 2d. In 5 years therefore as far as regards an examination, the knowledge of English possessed by any one in the 3d Division would not be tested. I cannot but think that this rule of having the examination in the 3d Division solely in the Vernaculars would act as a great discouragement to the study of English in the Mofussil. English in this country ought to take the place of Latin and Greek at home. If the examination in the 3d class were limited to the Vernaculars, no young man who confined himself to the Vernaculars would study any further than the prescribed test. We should be able to tell the exact maximum of information possessed by every such Public servant. Commence, on the other hand with an acquaintance with English and we know not how far the young man's studies and acquisition of knowledge may extend.

In the first case, we should have the far greater proportion of the Uncovenanted Public servants, the many on a salary less than 75 Rupees possessing a small stock of knowledge acquired through the medium of the Vernaculars; the many would be pigmies, the few Giants. I would have all of the race of Giants but only in different stages of growth.

I quite agree in the propriety of our bringing before the Government the difficulty we anticipate in conducting the examinations. Should means not be found to overcome this difficulty I think Mr. Forbes' suggestion regarding the 3d class is deserving of consideration. An examination as to an equal degree of proficiency might be held in the case of lads educated at other than the Government Schools.

(Signed) F. ANDERSON.

5th September 1856.

(A true Copy.)
G. N. TAYLOR, *Acting Secretary.*

ORDER THEREON, *No.* 113; *dated 30th January* 1857.

No. 17.

With this letter, the Board of Examiners submit a draft Notification containing the Rules and tests which they propose for carrying out the system of examination for the various grades of the Uncovenanted Service, prescribed in Extract Minutes of Consultation dated 28th May last. They submit also draft of instructions for keeping an Official Register of subordinate employés in the said branch of the service, as directed in the same order.

2. The Board include the Judicial Department in the arrangement, remarking that they presume such to be the intention of Government; and this is approved. The present scheme however does not provide for the Public Works Department and the Board will therefore be good enough in communication with the Chief Engineer to prepare the necessary tests, and submit a supplemental notification for the office servants of that Department.

3. The examinations provided for in the present notification are proposed by the Board to be of three kinds, Judicial, Revenue and English, the last being for servants in the English Departments. In the first or upper Division there is no separate standard for the English Department, as the Board think it desirable that all servants of that high rank should possess the qualifications of either the Judicial or Revenue servants of the same rank. The Government approve of these tests with the addition of a knowledge of the Revenue system of administration and accounts to the essential part of the Judicial test in the 1st or upper Division; such knowledge being necessary to the Principal Sudr Ameens who have to decide suits regarding landed tenure and to try cases of malversation by Revenue Servants.

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4. In para. 4, the Board remark on the proportion of marks proposed to be assigned to each of the three divisions of the tests, viz. essential, non-essential, and character and service. According to the views of Government expressed in their order of the 28th May the proportion assigned to the last mentioned division (character and service) was to be one third of the whole at the first examination and one fifth at the subsequent examinations. The Board suggest that it should be one third permanently. They also incline to the opinion that a greater number of marks might as a general rule be assigned to essential than to non-essential subjects. The reason for giving more importance to long service and experience at the outset was a consideration for the old servants now in employ and with the view of allowing weight to their previous service. In after examinations it was considered that it would not be necessary to give the same degree of consideration to such qualities and therefore the proportion of marks for them was ordered to be smaller. The Government are not prepared to accede to the recommendation of the Board to retain the proportion at one third permanently but they will permit the future proportion to remain undetermined for the present, to be finally decided hereafter. The Governor in Council also resolves to permit good character earned in other services than that of Government to earn marks in this Division; provided only that the testimonials must be of unexceptionable quality. They cannot assent to the Board's proposal to allow a greater number of marks to essential than to non-essential subjects.

5. The Board also express doubts as to the expediency of fixing a maximum number of candidates to be passed in each Vernacular language; and the Government accede to their recommendation that limitation in this particular should be dispensed with, candidates will be allowed to pass and get certificates of qualification, on the understanding and fixed rule that no one will be appointed to a District who has not passed in the language declared to be required for that district.

6. The Board next object to the requirement that men shall serve certain periods in certain lower grades, as a qualification for the higher; and suggest that an exception should be allowed in favor of persons having extraordinary claims or qualifications. The Government accede to this recommendation as respects special qualifications.

7. The Board also recommend that for all appointments within their gift heads of offices should be free to make selections from among passed candidates. It was no part of the intention of Government to restrict officers in this particular to the extent here supposed. The Board appear to have been led to the opposite opinion by the latter part of para. 26 of Minutes of Consultation dated 28th May last; but that relates only to Assistant and Deputy Collectors, the highest division, and is necessary to make the examination competitive. In the other divisions it is only proposed to make the examination partially competitive *i e* the passed Candidates at each examination will be ranked according to their respective merits, but the whole number however large passing the required test, will be declared eligible. It is not the intention of Government nor is it at present practicable to make the examination for the lower classes purely competitive, and to limit the selection for employment to the highest on the list; but in place of that the standard of requirement ought to be raised from time to time.

8. The Board propose not to impose any English test on the Candidates for the lowest division, except in the English Department. This proposition emanates from the Director of Public Instruction, and the main object of it seems to be to encourage the new vernacular schools; the President of the Board dissents from it, on the grounds that it is during youth that languages are most easily acquired, and that if English is wholly neglected at that time, there must be difficulty afterwards in acquiring that knowledge of it which must be made an essential in the higher Departments. The Governor in Council observes that it was not proposed in the former order that a knowledge of English should be a part of the test for this division of the service at first,* but to many of them it will be very useful. To Mr. Arbuthnot's objection there are two answers; 1st, that in determining the test for office examinations, Government must consider what is required to make an efficient servant; and 2d, that the other requirements of the test viz. information on various subjects, would prevent the education of the class concerned from being so entirely limited to language and arithmetic as it has been hitherto. Mr. Anderson's remark that it is during

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* *Para.* 14.

under reference, no allusion is made to the youth that languages are most easily acquired also deserves consideration. For these reasons, the Governor in Council resolves that English shall be placed among the essentials for the first class of the lowest division, and among the non-essentials in the last two classes.

9. In paras. 10 and 11, the Board advert to the difficulty of providing examiners to examine the large body of persons who will come up under the new rules; and they express the opinion that the only way of avoiding this difficulty will be to abandon the examination of the third division altogether, and to accept the certificates of Masters of Schools. The Governor in Council would much regret the necessity of giving up the examination. Not only would the proposed certificates be far less reliable, but all the stimulus given by public examinations and the anticipation of them would be lost. A further and greater evil would be that a particular monopoly of an unfair character would be given to particular schools; boys taught at other schools however deserving would be excluded. This could not be avoided without so extending the privilege of giving certificates as very much to lessen the value of the certificate.

10. It appears to Government however that the difficulty contemplated by the Board may be overcome by another course than that proposed by them; viz. by using the Uncovenanted Agency more largely in the examinations. They are of opinion that this ought to be done; and that it may be done safely with the whole of the third division and part of the second; though it may be proper, at first at least, to have a Covenanted officer as President of every examining Committee. There are many men now in the several Districts as Sheristadars, Moonsiffs and Tahsildars as well as in the English Cutcherries, Revenue and Judicial who would certainly be found fully competent to examine, and they would justly regard it as an honorable distinction to be selected to assist at such examinations; and with proper arrangements the Government think there need be no fear of collusion. There are also other classes who might give assistance as Assistant Surgeons, Chaplains, Missionaries, Officers of the Army in some cases and the Assistant Inspectors of schools. On these considerations it appears to Government that means of holding the examination will not be wanting; and that it will not be necessary to dispense with them as the Board propose, in the case of the third or lowest of appointments.

11. The Board state that they anticipate no difficulty in at once establishing the system of examinations, on the score of want of means of education, as improved schools are being rapidly opened; and they propose to fix the 1st January 1858 as the commencement of the new system, omitting for the present that part which relates to the Uncovenanted Assistants to Collectors and Magistrates. Sanction for the nomination of a limited number of such officers having now been received, the Board will be requested to include these classes in the notification.

12. The Board propose that when the Uncovenanted Assistantships shall be created the Government should have the power to suspend or relax the tests in the case of officers of high character and experience who have not had opportunity of acquiring modern knowledge. The Government cannot accede to this proposition. One third of the whole number of marks will be available at the first examinations for approved service and the Government cannot consent to relax the tests further in favor of the old servants referred to by the Board. To do this, would be to surrender the advantage of getting a new class of men of superior qualifications for the new appointments.

13. The Governor in Council has considered the proposed rules for keeping a register of servants. In general they are approved of, but they have been revised as well as the Form of Register to suit the object better. What is wanted is not a periodical return but a permanent register to endure for the whole term of a man's service. The revised form is taken partly from that of the Register held by every Soldier, and like that it will be of use not only for its primary object but also in verifying service for pension.

14. The Board give also a list of officers by whom such Registers are to be kept, extending in the Revenue Department down to Tahsildars, but omitting Assistant Collectors. It appears to Government however that neither Tahsildars nor Head Assistant Collectors need keep Registers. As respects the Establishments of the former officers, all considerable punishments and commendations emanate from the Collector; and as to those of the Assistants both head and other, not only is this the case but the servants of their offices belong in fact to the Collector's, and are only detached to serve under the Assistants. The Registers in the Revenue Department in the Provinces should therefore be kept only by the Collectors and the Sub-Collectors. For similar reasons the Government consider it unnecessary that Registers should be kept in the Judicial Department by officers below the rank of Principal Sudr Ameen. It is unadvisable also to have an annual record of each servants conduct; such a record must in the nature of things become a mere formality; and then it would be quite useless while it would take up much time and would encumber the Register. Testimonials given by the Head of the office to particular servants on quitting it, may properly be entered as well as those given to particular servants leaving the office for employment elsewhere.

15. Resolved that the Board of Examiners be requested to revise the Notification in accordance with the foregoing orders and re-submit it as early as possible.

(Signed) H. FORBES,
Acting Secretary to Government.

No. 303-

No. 16

Board of Examiners' Office
10th September 1856-

From
G. N. Taylor Esqre
Acting Secretary Board of
Examiners-

To
J. D. Bourdillon Esqre
Secretary to Government
in the Revenue Department
Fort St. George-

Sir,

1. I am directed by the Board of Examiners to submit for the consideration of the Right Honorable the Governor in Council, the accompanying draft Notification containing the rules which it appears to the Board should be laid down, for carrying out the system of Examination to be introduced into the Uncovenanted branch of the Public Service, in conformity with the instructions conveyed in Extract Minutes of Consultation dated the 28th May last; and also forms of the documents specified in paras: 7 and 23 of the Order in question-

2. In the Extract Minutes of Consultation under reference, no allusion is made to the

Judicial Department, but from the general tenor of the Orders, the Board assume it to be the desire of the Governor in Council that a general system of Examinations should be introduced into every department of the Public Service; that for this purpose, each department of the Uncovenanted Service should be formed into three divisions, and that the standard of examination for each division should be assimilated as far as possible; care being taken that the examination in each case should afford a satisfactory test of the Candidate's fitness for the particular duties of the department in which he seeks employment or promotion, as well as of his general educational attainments. In the draft Notification, therefore, which is now submitted for the consideration of Government, the Board have divided the 1st Division of the Uncovenanted Service into two departments, Judicial and Revenue; and the 2nd and 3rd Divisions into three, Judicial, Revenue, and English; and have laid down a standard of qualifications for each. Without such a division of departments, candidates would

be required to pass in subjects which would have little or no bearing on their future duties. For instance there seems no reason for including in the list of Essential subjects required from Candidates for Principal Sudr Ameenships, a Knowledge of the Revenue system of administration and accounts, or in the list of non-essentials, Surveying, Mensuration or Agricultural Chemistry. Nor in the two lower divisions of the English Department does there seem to be any good reason for requiring a Knowledge of the Vernacular languages. The enforcement of such a test would bring the work of the Madras Offices to a stand still, and would in no way tend to the improvement of a department in which the whole of the business is in English.

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I think a very [illegible] knowledge [illegible]

3. In the 1st Division it has not been thought necessary to make any separate provision for the English Department. As the number of Uncovenanted Officers serving in this Department, whose Salaries exceed Rs. 250 per mensem, must be very limited, and as they must, most of them, if not all, be men whose duties are

connected with one or other of the two principal departments of the service, the Judicial and Revenue, the Board see no reason why they should not be required to pass the tests required from Candidates for the higher situations in those departments. In the Sudr Court there is no Uncovenanted Officer on a higher Salary than Rs. 250 and with respect to those in the Board of Revenue, it would add, the Board imagine, very much to their efficiency that they should be required to pass the highest Revenue Test. In the Offices of Account &c and Audit there may be some whose Salaries are above this limit, and to whose duties neither the Judicial, nor the Revenue, test would strictly apply; but the Board do not deem it necessary to lay down any special provision for the examination of Candidates for those Offices.

4. In regard to the proportion of marks to be obtained by Candidates for the several Divisions, the Board have strictly adhered to the instructions contained in the Extract from the Minutes of

of Consultation — but in the absence of the reasons which may have guided the Government in the equal distribution of the marks, they incline to the opinion that a greater number might as a general rule be assigned to Essential than to Non-Essential, subjects. In the 5th para of the Orders of Government it is laid down that in the examination of Candidates for employment as Assistant or Deputy Collectors one-third of the maximum number of marks should be assigned to that part of the test which refers to character and service; whereas in the 17th para: it is stated that "the marks assigned "to this part of the test should, for subsequent "Examinations be one-fifth of the highest possible "number." The Board do not clearly comprehend whether it is the intention of Government that for all Examinations subsequent to that which will be held upon the first appointment of Assistant and Deputy Collectors, the proportion of marks assigned to the service and character test should be less than on the first occasion; but as they doubt the expediency of lowering this part of the test for the higher grades, they have assigned the proportion of one third

4 para 14 where it is shewn that (gist report) [illegible] already [illegible] only [illegible] para 17 [illegible] the more comprehensive scheme [illegible] of the [illegible]

See paras 18 & 19.

one-third of the maximum number of marks to the service test in the 1st and 2d Divisions, and the proportion of one-fifth in the 3rd Division.

5. The Board are doubtful of the advantage of fixing on a maximum number of candidates for Uncovenanted Assistantships to be passed in each vernacular language as proposed in para: 26. There does not seem to be any particular reason for making such an arrangement in regard to the Uncovenanted Assistants in the Revenue Department, any more than in regard to the other grades of the service. The Board think it desirable that all who pass the required standard should obtain a Certificate, declaring them to be eligible for employment in the grade of the service for which they have qualified.

6. They are moreover of opinion that it would be found inconvenient in practice, and seems contrary to the spirit of these examinations, to compel all candidates to serve a certain term in one division before being eligible to a higher appointment. They would prefer leaving the Authorities an unfettered power of selecting for all appointments such individuals as had obtained certificates of qualification and were otherwise equal to the duties. The general rule might be that which is laid down in Rules VII and IX of the Notification, to both of which rules the Board would recommend the following addition. "Except in "such special cases as may be brought forward "by Heads of Offices in favor of persons having "extraordinary claims or qualifications."

the [illegible] reason for [illegible] his [illegible] to the [illegible] [illegible] however [illegible] the [illegible] performance [illegible] duties [illegible] to right performance [illegible] can only be gained by a certain previous familiarity with them. Think the Rules laid down by Govt provide [illegible] for the [illegible] of [illegible]

7. The Board presume that the object of the present scheme is to fix a standard of qualification for each class of appointments, and to give Certificates to such Candidates as come up to the mark; thereby insuring a certain degree of education amongst all Government Employés. But as an Examinee might be first on the list and yet be comparatively unfitted for active and practical duties, the Board would recommend that for all appointments within their gift, Heads of Offices be allowed

to make selection from the passed Candidates. This, it appears to the Board, is only just to them so long as they are held responsible for the proper management of their Districts, Courts, or Offices.

8. In the standard of examination for the Judicial and Revenue Departments of the 3d. or lowest Division, the Government will perceive that the Board have arranged that the examinations should be conducted entirely in the Vernacular. This proposition originated with one of their Members, the Director of Public Instruction, to whom the Board are indebted for the preparation of the several tests embodied in the Notification, and who has requested that the expediency of enforcing this Rule be strongly urged by the Board. Mr. Arbuthnot says "It is absolutely essential to the success of the "Vernacular Schools now being established, "for unless some definite encouragement be "held out by Government to Vernacular Edu-"cation, and some check put upon the desire "for a mere smattering of English, which is "now so prevalent in many parts of the

Country,

"Country, I cannot help anticipating the greatest "difficulties in inducing the people to resort "to our Vernacular Schools, and to co-operate "with the Government in carrying out the "principle which has been laid down that "the education of the great mass of the people "must be conducted through the medium "of their own languages."

9. The knowledge of English to be possessed by Examinees for the 3d. Division of the service is a difficult and important point; but upon the whole, the Board are inclined to agree with Mr. Arbuthnot that, for the present at least, English should not enter into the test required from Candidates of the lowest Division, except as regards Europeans and East Indians. They have therefore framed Rule XIII so as to meet this view. I am desired to state however, that the President of the Central Committee, dissenting from this view, has requested that copies of his Minutes on the subject may be forwarded for the perusal of Government, and they accordingly accompany this letter.

There is another important consideration, connected more especially with the examination of the 3d Division, upon which the Board are unwilling to be silent - they allude to the difficulty which will be found in providing Committees who can devote the requisite time to the Periodical Examinations - this appears to the Board to be the main, indeed the only serious, difficulty which will be experienced in carrying out the measures ordered by Government - the labor entailed and time occupied by the Half Yearly Examination of Assistants in the Covenanted Civil Service, of candidates for Pleaderships and Moonsiffships, and of Officers in the Department of Public Works, is already felt to be a most serious inconvenience by many public Officers in the Provinces; and the Board do not very clearly understand how these Officers are to find leisure for the additional duty of Examining and looking over the papers of the numerous candidates whom these examinations will bring forward twice every year.

11 - The only way, in the opinion of the Board, in which this difficulty can be met, or at any rate partially avoided, will be by abandoning entirely the idea of having periodical examinations for the 3d or lowest Division conducted by District Officers - It appears to the Board that Certificates might be granted at their half yearly examinations by the Head Masters of the Government Vernacular and Provincial + Schools, and other approved Institutions, to candidates who have creditably passed the test laid down in the Notification for this Division - The selection of candidates for vacancies will then be made by the Head of an Office, according to his judgment, from those who produce these Certificates, together with all the other papers and testimonials required from Candidates of every grade. The additional labor entailed upon Collectors, and other District Officers, by the half-yearly examination of

Candidates for the two first Divisions, will, the Board apprehend, be as much as they can perform with satisfaction to themselves and to the Government, if even this is found possible, and it would be too much to expect them to devote the necessary time to the examination of the numerous candidates who will present themselves for employment in the 3rd Division.

12. The Board apprehend no difficulty on the ground that the means are at present wanting to supply the amount of education which the proposed tests demand. The publication of the rules will lead to a general resort to the schools of a better order, either already established or in process of formation, English and Vernacular; and will induce the people to cooperate readily with the Government in improving the indigenous schools, by the adoption of useful books and an improved system of instruction. Mr. Arbuthnot informs them that the Educational Inspectors are now engaged

in

in establishing Primary Vernacular Talook Schools in which all the subjects included in the standard laid down for the 3rd or lowest Division will be taught, and that in the course of a few months he hopes to be able to report that 100 such schools, at the rate of five to each District, are in active operation. The Board therefore see no objection to the immediate promulgation of the rules, or to their enforcement from the date named in the draft Notification.

13. The Board would recommend however, with reference to what is said in paras 9 and 18 of the Order of Government, that it should rest with the Governor in Council to dispense with the tests for entrance into the highest Division in the case of those Officers of high character and experience already in the 2nd Division, who may be considered deserving of promotion, but whose opportunities have been few for acquiring the knowledge of the various subjects more particularly of English, which is required for the 1st or highest standard

I am in favour of this

It should be understood that this exemption would be granted only for extraordinary and special reasons.

14 Upon the receipt of the sanction of the Supreme Government for the creation of the proposed appointments of Uncovenanted Assistant and Deputy Collectors, it will only be necessary in order to provide for the contingency which will then arise, to publish in a separate form, with an appropriate heading, those portions of the Notification which refer exclusively to the Revenue Department of the First or highest Division, including Rules III, IV, V, and that part of Rule VI which has reference to the Revenue Department.

15. Though the tendency of the proposed system of examination may be, for the present, to confine the aim of education in the provinces, in most instances, to Government employment, the Board hail its introduction as the means of future progress and general enlightenment. They fully concur in the following remarks recorded by Mr. Arbuthnot upon this subject with which I am directed to conclude this letter. "It is my conviction "that in the present circumstances of India, "the only means of promoting education generally is by making use of the powerful "inducement the Government are able to "hold out in the shape of Official employment. This, I admit a very unsatisfactory "state of things, but it is a necessary consequence of the existing form of Government, and until the people are sufficiently enlightened to see that their "industry may be equally, if not more "advantageously, directed to other channels, it is I believe our wisest policy "to work the lever which circumstances "has placed at our disposal, in the hope that "the more general diffusion of knowledge & the "gradual elevation of the National character, which "may be effected from the measures now in progress, will eventually lead to a more true estimate "of the objects for which education should be sought.

I have the honor to be,
Sir,
Your Most Obedt. Servt.

Acting Secretary.

Board of Examiners
Office 10th Sept. 1856.

Rev. 1857 Do Consultation
Do to Cons 6th February 57.
No 1109

From
G. N. Taylor Esqre
Acting Secretary Board
of Examiners

To
T. D. Bourdillon Esqre
Secretary to Govt
Rev: Deptt
Fort St George

Dated 10th September 1856
Recd 12

No 303

Enclosures 3 / 1

S.E. No 113 30th January

Submitting for the consideration of the Right Honorable the Governor in Council draft Notification containing the rules to be laid down for carrying out the system of examination to be introduced into the Uncovenanted branch of the Public Service in conformity with the instructions conveyed in Extract Minutes of Consultation of 28 May 1856 & also forms of the various certificates specified in paragraph 23 of the order in question.

No 16.

R 10 Dec C 15 Jany R 20th

18X17

Minute by the President.

1st or Highest Division.

1. I think Mr. Arbuthnot has laid down a standard of proficiency that it is desirable, regarding those holding the highest Offices under Government, should attain to. But were it adopted at once I think scarcely any of the present Moonsiffs would attain the rank of Principal Sudr Ameen, or of our Tahsildars that of Collector's Sheristadar. Amongst the non-essentials the Sciences are not included. It is well that a high proficiency in Mathematics should be laid down as one of the non-essentials, but I would give even a higher place to the Sciences including Geology, Botany, Natural History, Chemistry and practical Mechanics.

2nd Division.

2. I cannot concur in Rule XIII or in Mr. Arbuthnot's request that the examination in the 2nd Division should be entirely in the Vernacular. All the appointments in the judicial branch have a salary of less than 75 Rupees except Principal Sudr Ameens,

de Ameens, Moonsiffs and Sheristadars the Court. In the Revenue Department ll the Talook appointments, except that of Tahsildar and nearly all in the Huzur Cutcherry are under Rs 76. The effect of Mr Arbuthnot's proposition therefore would be that by far the greater portion of the Natives seeking for public employ would content themselves with an education in the Vernaculars. Educated only in these, their proficiency would of necessity be very limited. My opinion is that it is desirable that a proficiency in English should be required by every one entering the Public Service. I quite see however the difficulty to which Mr Arbuthnot refers and that unless some encouragement is given to the vernaculars, there will be a great difficulty in securing success to the Talook Vernacular Schools. As a compromise I would propose that a lower Division should be established of all Salaries under 15 Rupees and that a knowledge of English should not be required for this Division. All the examinations being held in the vernacular language. All the Gomastahs in the Moonsiff's Courts receive a Salary of less than 10 Rupees. I would further recommend that from the 1st January 1859 no peon should be appointed who was not able to read and write. This would not only secure a much more efficient set of peons, but would also give a great stimulus to the Vernacular Schools. This rule has been in force in the Civil Court of Canara for seven years past.

5 August 1856.

Additional Minute.

I have read over the Minutes of the Members of the Sub-Committee with reference to my remarks regarding the introduction of the different Sciences among the Non-Essentials. I find that Mr Maltby proposes adding Botany and Geology or Mineralogy in the examination of Revenue Servants in the 1st and 2nd Divisions. The practical utility of these Sciences to Revenue Officers is apparent. But practical utility is not the object solely sought for in laying down the Non-Essentials. For Judicial Officers in the 1st Division, among the Non-Essentials are Arithmetic including Decimal Fractions - Algebra as far as quadratic Equations - Euclid - the first six books and book XI to proposition XXI - In the 2d Division there are Algebra as far as quadratic Equations - Euclid, the first two books - Now this knowledge of the higher branches of Arithmetic, Algebra and of Euclid are doubtless of use in training the mind - But the real question before us is one of a very large character - it is how can we best train the mind of Natives of India so as to improve their character - The Natives of India are particularly defective in the powers of observation - in making experiments and in drawing conclusions from facts - It appears to me that the study of the higher branches of Arithmetic, Algebra and of Euclid is not likely to be nearly so generally effective in curing this deficiency as that of the different Sciences - To give a new turn and a new tone to the Native mind, the study and knowledge of the different Sciences will be eminently useful

useful - I adhere therefore strongly to my opinion that this should be included among the Non-Essentials for both Revenue and Judicial Officers in the 1st and 2d Divisions -

I must also repeat my objections to Mr. Arbuthnot's proposal of confining the examination in the 3d Class to the Vernaculars - As regards the efficiency of the Public Service much depends upon the qualifications of the young men who obtain the lowest appointments - It is only when they are young that lads can study English with advantage - Except in the case of Proficients &ca, all persons must serve 5 years in the 3d Division before being promoted to the 2d - In 5 years therefore as far as regards an examination, the knowledge of English possessed by any one in the 3d Division would not be tested - I cannot but think that this rule of having the examination in the 3d Division solely in the Vernaculars would act as a great discouragement to the study of English in the Mofussil - English in this country ought to take the place of Latin and Greek at home - If the examination in the 3d Class were are Arithmetic including Decimal Fractions – Algebra as far as quadratic Equations – Euclid – the first six books and book XI to proposition XXI – In the 2d Division there are Algebra as far as quadratic Equations – Euclid, the first two books – Now this knowledge of the higher branches of Arithmetic, Algebra and of Euclid are doubtless of use in training the mind – But the real question before us is one of a very large character – it is how can we best train the minds of Natives of India so as to improve their character – The Natives of India are particularly defective in the powers of observation – in making experiments and in drawing conclusions from facts – It appears to me that the study of the higher branches of Arithmetic, Algebra and of Euclid is not likely to be nearly so generally effective in curing this deficiency as that of the different Sciences – To give a new turn and a new tone to the Native mind, the study and knowledge of the different Sciences will be eminently useful

useful. I adhere therefore strongly to my opinion that this should be included among the Non-Essentials for both Revenue and Judicial Officers in the 1st and 2d Divisions –

I must also repeat my objections to Mr Arbuthnot's proposal of confining the examination in the 3d Class to the Vernaculars – As regards the efficiency of the Public Service much depends upon the qualifications of the young men who obtain the lowest appointments – It is only when they are young that lads can study English with advantage – Except in the case of Proficients &c all persons must serve 5 years in the 3d Division before being promoted to the 2d – In 5 years therefore as far as regards an examination, the knowledge of English possessed by any one in the 3d Division would not be tested – I cannot but think that this rule of having the examination in the 3d Division solely in the Vernaculars would act as a great discouragement to the study of English in the Mofussil – English in this country ought to take the place of Latin and Greek at home – If the examination in the 3d Class were limited to the Vernaculars, no young man who confined himself to the Vernaculars would study any further than the prescribed test- We should be able to tell the exact maximum of information possessed by every such public servant- Commence on the other hand with an acquaintance with English and we know not how far the young man's studies and acquisition of knowledge may extend-

In the first case we should have the far greater proportion of the Uncovenanted public servants- the many on a salary less than 75 Rupees possessing a small stock of knowledge acquired thro' the medium of the Vernaculars- the many would be pigmies- the few giants- I would have all of the race of giants but only in different stages of growth-

I quite agree in the propriety of our bringing before the Government the difficulty we anticipate in conducting the examinations- Should means not be found to overcome this difficulty I think Mr. Forbes's suggestion regarding the

the 3rd Class is deserving of consideration- An examination as to an equal degree of proficiency might be held in the case of lads educated at other than the Government Schools-

5th September 1856- (Signed) J. Anderson

(True Copy)

Acting Secretary-

1856 Department.

Enclosure No. 3

In a letter from the Acting Secretary to the Board of Examiners under date the 10th September 1856

From
G. N. Taylor Esq.
Ag Secy to the
Board of Examrs

to
J. D. Bourdillon Esq.
Secy to Govt.
Rev: Departt.

R 1109/56.

Minute on the Subject of the Rules for the Examn of the Uncovenanted branch of the Civil Service by J. Anderson Esq. Presdt. of the Bd. of Exrs.

Notification

The Right Honorable the Governor in Council being impressed with the expediency of introducing into the Uncovenanted branch of the Civil Service, a System of Examination some-what similar to that in force in the Covenanted branch, directs that the following rules for regulating the admission and promotion of persons in the several Civil Departments of the Public Service, be published for general information.

1 From and after the 1st January 1858, o person shall be appointed to any si ation in the Uncovenanted branch of the Civil Service above the grade of Peon; nor will any person al-ready e ployed, be promoted to a situ-ation of a higher grade, without having undergo such an Examination as may be onsidered to afford an adequate test, bot of his general educational attainm nts and of his fitness for the particu ar duties of the Office he seeks.

In

II In fixing the Standard of Examination, the Uncovenanted Service will be formed into three Divisions; of which the first will include all appointments, the salary of which may amount to Rupees 250 and upwards, comprising the appointments of Uncovenanted Assistant and Deputy Collector, Head Sheristadar and Principal Sudr Ameen: the second, all appointments, the salary of which may amount to Rupees 75 and may be less than Rupees 250, including District Moonsiffs, Court Sheristadars, Tahsildars, Treasurers, Head-writers, Head-accountants, Assistant and Deputy Sheristadars; and the third, all appointments from the lowest above the grade of Peon and below Rupees 75 per mensem, including all Revenue Officers up to Talook Sheristadars and Deputy Tahsildars, and all Subordinate Court Servants, except Court Sheristadars, and generally all Clerks, except Head-accountants and Head English Writers.

III The test will be of three kinds;-

1st as to the knowledge possessed by

by the Candidate of certain subjects which will be designated as "Essential Subjects":-

2d as to the knowledge possessed by the Candidate of certain subjects which will be designated as "non-Essential".

3rd as to the moral character of the Candidate, and in the event of his being already employed in the Public Service, as to his experience and proved capacity for business.

IV Every Candidate, before being admitted to Examination, will be required to produce (1) a Medical Certificate of physical fitness, (2) testimonials as to character, general respectability and, if he has been already employed in the Public Service, as to his efficiency as a public servant, (3) an authentic statement of age, parentage, profession, birth-place and residence, also hereditary Office, Service-maniums belonging to himself and to his family, previous service, if any, and names of relations and connexions employed in the Government Service in any of the Districts of the Madras Presidency. Forms of the documents in which the information above-noted is to be embodied are appended to this Notification.

V First or Highest Division.

The Examination will be decided by marks, the maximum number to be allotted being 3,000, of which one-third will be assigned to the Essential subjects, one third to the non-essentials, and one third to service, approved character and Official experience. No Candidate will be eligible for an appointment in this Division who fails to obtain the minimum number of marks fixed for Essentials. This minimum will be one-half of the number assigned to this branch of the test or 500, and it will be necessary to success that the Candidate should, in addition, obtain an equal number of marks in either of the other two branches of the test, i.e. in the non-essential subjects, or for service, character and Official experience; or partly in the one, and partly in the other.

VI The Standard of Examination will be as follows.

In

In the Judicial Department

Essentials

Languages

Vernacular — a good colloquial and grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment, and ability to read with facility and to translate *viva voce* into English an Official paper written in a common running hand, and to perform a similar exercise from English into the Vernacular; a Judgment or other Official paper must also be translated in writing from English into the Vernacular, and a similar paper from the Vernacular into English. Of these papers, that which is written in the language of the Candidate, whether it be English or one of the languages of India, must be correct in Grammar and Spelling and free from errors of idiom.

In English — an intimate knowledge of Grammar and ability to paraphrase and explain any prose author, to write a letter on a given subject, and to make an abstract or precis of a passage selected from a Standard author, or from an Official report, such as may test the Candidate's facility and correctness of expression in English Composition.

Arithmetic —— comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple and Double Proportion and Interest.

Regulations and Procedure of Courts

The principles of English Law as given in Warren's abridgement of Blackstone's Commentaries and the Law of Evidence (Best).

Non Essentials

History —— including an acquaintance with the leading facts of Ancient and Modern History and a competent knowledge of the History of India as found in the works of Elphinstone and Mill.

Geography —— General Geography and particularly the Descriptive, Historical, and Political Geography of Europe and Asia.

Arithmetic —— including Decimal Fractions

Algebra —— as far as Quadratic Equations.

Euclid —— the first six books, and Book XI to Proposition XXI

Law

Law —— Civil and Criminal Law as treated in Archbold's Summaries

In the Revenue Department

Essentials

Languages

Vernacular —— a good colloquial and grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment, and ability to read with facility and to translate *vivâ voce* into English an Official paper written in a common running hand, and to perform a similar exercise from English into the Vernacular: a Judgment or other Official paper must also be translated in writing from English into the Vernacular, and a similar paper from the Vernacular into English. Of these papers that which is written in the language of the Candidate, whether it be English or one of the languages of India, must be correct in Grammar and Spelling and free from errors of idiom.

In English —— an intimate knowledge of Grammar and ability to paraphrase and explain any prose author, to write

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a letter on a given subject and to make an abstract or precis of a passage selected from a standard author or from an Official report, such as may test the Candidate's facility and correctness of expression in English composition.

Arithmetic —— comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple and Double Proportion, Interest, Discount, Book-keeping and Accounts.

Law —— Revenue, Police and Magisterial Regulations, the system and spirit of Revenue administration as shown in the Regulations and Legislative acts for this Presidency, the Circular Orders of the Board of Revenue, and those of the Sudr and Foujdaree Adalut which apply to Police and Revenue duties.

Non Essentials

History —— including an acquaintance with the leading facts of Ancient and Modern History, and a competent knowledge of the History of India as found in the works of Elphinstone and Mill.

Geography —— General Geography and

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and particularly the Descriptive, Historical and Political Geography of Europe and Asia.

Arithmetic — Arithmetic —— including Decimal Fractions

Algebra — Algebra —— as far as Quadratic Equations

Euclid — Euclid —— the first six Books and Book XI to Proposition XXI.

Plane Trigonometry and Practical Surveying — Plane Trigonometry —— including the application of the science to the measurements of lengths and areas and the use of the Level and Theodolite and Practical Surveying.

Political Economy — Political Economy —— Principles of Political Economy as treated in Mill, Adam Smith, Macculloch or other leading author.

Law — Law —— the principles of English Criminal Law (Archbold) and the Law of Evidence (Best).

Sciences — Sciences —— any one of the following Sciences. Agricultural or General Chemistry, Botany, Geology, Practical Mechanics, Natural History.

VII A period of at least five years' service in an appointment or appointments included in the 2d Division, will be an Essential qualification for admission into the 1st Division a letter on a given subject and to make an abstract or precis of a passage selected from a standard author or from an Official report. such as may test the Candidate's facility and correctness of expression in English composition.

Arithmetic —— comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple and Double Proportion, Interest, Discount. Book-keeping and Accounts.

Law —— Revenue, Police and Magisterial Regulations, the system and spirit of Revenue administration as shown in the Regulations and Legislative acts for this Presidency. the Circular Orders of the Board of Revenue, and those of the Sudr and Foujdaree Adawlut which apply to Police and Revenue duties.

Non Essentials

History —— including an acquaintance with the leading facts of Ancient and Modern History, and a competent knowledge of the History of India as found in the works of Elphinstone and Mill.

Geography

Geography —— General Geography and particularly the Descriptive, Historical and Political Geography of Europe and Asia.

Arithmetic

Arithmetic —— including Decimal Fractions

Algebra.

Algebra —— as far as Quadratic Equations

Euclid.

Euclid —— the first six Books and Book XI to Proposition XXI.

Plane Trigonometry and Practical Surveying.

Plane Trigonometry —— including the application of the Science to the measurements of lengths and Areas and the use of the Level and Theodolite and Practical Surveying.

Political Economy

Political Economy —— Principals of Political Economy as treated in Mill, Adam Smith, Macculloch or other leading author.

Law

Law —— the principles of English Criminal Law (Archbold) and the Law of Evidence (Best).

Sciences.

Sciences —— any one of the following Sciences. Agricultural or General Chemistry, Botany, Geology, Practical Mechanics, Natural History.

VII A period of at least five years' service in an appointment or appointments included in the 2^d^ Division, will be an essential qualification for admission into the 1^st^ Division

Divisions except in such special cases

~~[illegible]~~

VIII

Second Division

The Second Division will be divided into two Classes, the 1st or highest of which will include all appointments the salary of which may amount to Rupees 150 per mensem and may be less than Rupees 250, and the 2d all appointments the salary of which may amount to Rupees 75 and may be less than Rupees 150. ———

In this Division, as in the first, the test will be of three kinds. The maximum number of marks will be 3,000, of which one-third will be assigned to the Essential subjects, one-third to the non-essentials, and one-third to service and approved character and Official Experience. Of these marks one-third or 1,000 must be obtained by Candidates for the 2d or lowest Class, and two-thirds or 2,000 by Candidates for the 1st or highest Class. In each case one-sixth of the maximum number of marks must be obtained in the Essential subjects.

IX ...... As a general rule no Candidate will be admitted to Examination for an appointment in this division until he shall have completed five years' service in an appointment or appointments included in the 3rd Division, and extra marks will be allowed for any period of service in excess of five years. An exception however will be made in the case of persons who may have obtained high academical distinctions, such as Proficients of the late High School and of the present Presidency College, and Graduates of the projected University; and such persons will be allowed to compete for appointments in the 2d Division after serving two years only in the 3rd.

~~[illegible]~~

Persons already in the employ of Government whose age may exceed 25 years will be eligible to appointments included in this Division on passing the minimum test according to the standard laid down for the 3rd Division; and all persons now included in this division if unable to pass the said test within five years will be debarred from promotion.

X The Standard of Examination will be as follows.

In the Judicial Department

Essentials.

Languages

Vernacular——— a good Colloquial and Grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion, ability to read with facility official reports in a common running hand, to draft a letter on a given subject, and to make an abstract or precis of an official report. +

English—— a competent knowledge of Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write a letter on a given subject and to make an abstract of an

(55)

an Official report.

[illegible]

Arithmetic——— comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions and Simple Proportion. X

Regulations and [illegible] and Rules of Procedure applicable to District Moonsiffs. Law of Evidence (Best).

X Non-Essentials X

Arithmetic——— including Double Proportion, Interest and Book-keeping

History——— an acquaintance with the leading facts of General History and particularly the Histories of England and India.

Geography——— General Geography and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will be required.

Algebra——— as far as Quadratic Equations

Euclid——— the first two Books.

+ Sciences——— any one of the following Sciences. Agricultural or General Chemistry, Botany, Geology, Practical Mechanics, Natural History.

In the Revenue Department

X Essentials.

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Revenue Depr

Essentials

Languages

Vernacular —— a good Colloquial and Grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion - ability to read with facility official reports in a common running hand, to draft a letter on a given subject and to make an abstract or precis of an Official report. +

English —— a competent knowledge of Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write a letter on a given subject and to make an abstract of an Official report.

Arithmetic —— comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions and Simple Proportion.

Regulations —— Police, Magisterial and Revenue - and Revenue Accounts. Circular Orders of the Board of Revenue and those of the Sudr and Foujdaree Adalut which apply to Police and Revenue duties.

Non-essentials

Arithmetic —— including Double Proportion, Interest and Book-keeping

History —— an acquaintance with the leading facts of General History and particularly the Histories of England and India.

Geography —— General Geography and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will be required.

Algebra —— as far as Quadratic Equations

Euclid —— the first two Books and the mensuration of plane areas as far as is dependent on these books.

Law —— Law of Evidence (Best).

In the English Department

Essentials

Language

English —— a competent knowledge of English Grammar and ability to read and explain any moderately easy passage from a Standard prose author, to write from dictation in a good hand, to write a letter on a given subject, and to make an abstract of an Official report.

Arithmetic —— comprehending the four simple and Compound Rules Reduction, Vulgar Fractions. Simple Proportion. Interest and Discount. Book-keeping and Accounts.

Non-Essentials

Arithmetic —— including Double Proportion, and Decimal Fractions.

History —— an acquaintance with the leading facts of General History and particularly the Histories of England and India.

Geography —— General Geography, and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will also be required.

Algebra —— as far as Quadratic Equations.

Euclid —— the first two Books.

XI. Third Division

The 3rd Division will be divided into three classes, the first of which will include all appointments the salary of which may amount to Rupees 50 but may be less than Rupees 75. the second all appointments the salary of which may

may amount to Rupees 25 but may be less than Rupees 50 x; and the third all appointments from the lowest above the grade of Peon to those the salary of which may be less than Rupees 25.

x and the Superintendents of the District [illegible]

The maximum number of marks will be 3,000 of which 1,200 will be assigned to the Essential subjects, 1200 to the non-essentials and 600 to testimonials of character and service. In the case of Candidates not already employed, and eventually in the case of all Candidates, the minimum number of marks to render a Candidate eligible to a situation of the 1st or lowest class will be 750 or one fourth, of which 400 must be obtained in the Essential subjects. one-half or 1,500 for a situation of the 2d Class of which 600 must be obtained in the Essential subjects and 2,000 or two-thirds for a situation of the 3rd or highest Class, of which 900 must be obtained in the Essential subjects. A Candidate obtaining a Certificate of the highest class will be eligible for any appointment in this division, but a Candidate obtaining a Certificate of the lowest class will only be eligible for an appointment of the lowest class until he shall go up again and obtain a higher Certificate. In the case however of persons already holding situations in either of the two lower classes included in this division a lower standard of qualification will for a time be allowed, and in their case the minimum standard for promotion to a situation of the 2nd class will be one third or 1,000 of which 500 must be obtained in the Essential subjects; and for promotion to a situation of the 1st or highest class one-half of the maximum number of marks, or 1,500, of which 750 must be obtained in the Essential subjects. This reduced standard in the case of persons already in employment will be in force for five years from the 1st January 1858.

XII. The standard of Examination in this division will be as follows

3d Division

In the Judicial Department

Essentials

Essentials

Language

Vernacular —— a good colloquial and grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion, and ability to draft a letter on a given subject, or to make an Abstract or precis of a passage selected from a standard author, or from an official report, such as may test his facility and correctness of expression in composition.

Arithmetic —— comprehending the four simple and Compound Rules.

Regulations —— Regulations and Legislative Acts for this Presidency.

Non-essentials

Geography —— General Geography and particularly the Geography of India.

History —— including an acquaintance with the leading facts in the History of India.

Arithmetic —— including Reduction, Vulgar Fractions, Simple Proportion, and Simple Interest.

In

In the Revenue Department

Essentials

Language

Vernacular — a good colloquial and grammatical knowledge of the Vernacular language of the District in which the Candidate seeks employment or promotion and ability to draft a letter on a given subject, or to make an abstract or precis of a passage selected from a standard Author, or from an Official report, such as may test his facility and correctness of expression in composition.

Arithmetic — comprehending the four Simple and Compound Rules.

Regulations — a limited knowledge of the General Regulations, the Circular Orders of the Board of Revenue and of the Court of Sudr and Foujdaree Adalut.

Non-essentials

Geography — General Geography and particularly the Geography of India.

History — including an acquaintance with the leading facts in the History of India.

Arithmetic

Arithmetic — including Reduction, Vulgar Fractions, Simple Proportion and Simple Interest.

Note

In the English Department

Essentials

Language

English — A competent knowledge of English Grammar and ability to read and explain any moderately easy passage from a standard prose author, to write from dictation in a good hand, and to dockett an Official letter.

Note. In the third Division English [illegible]

Arithmetic — comprehending the four Simple and Compound Rules, Reduction, Vulgar Fractions, Simple Proportion, Interest and Discount.

Non-Essentials

Arithmetic — including Double Proportion and Decimal Fractions, Book-keeping and Accounts.

History — an acquaintance with the leading facts of General History and particularly the Histories of England and India.

Geography — General Geography and particularly the Geography of Europe and Asia. A thorough knowledge of Indian Geography will also be required.

Algebra —— as far as Quadratic Equations.

Euclid —— the first two Books.

XIII The Examination of Candidates for employment or promotion in this division of the Judicial and Revenue Departments will be conducted entirely in the Vernacular; but this rule will not be enforced in the case of Europeans and East Indians from whom a knowledge of a Native language sufficient for the performance of their duties will only be required.

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~~XIV~~ XIII The Examinations provided for in the foregoing rules will be held half yearly both at the Residency and at certain Stations in the Provinces, which will be fixed on from time to time. They will be conducted by Divisional, and, in the case of Candidates for employment in the the 3rd or lowest Division by District, Committees under the orders of the Central Board of Examiners. The Examinations will be open to all Comers whose age may exceed 18 years years subject to the Rules above laid down, with reference to service in the 2d and 3rd Divisions, and after such Examination, lists will be published of the successful Candidates in the several Departments and they will be declared eligible for employment in the several Divisions or classes for which they may have been found Qualified.

My
this be
16 years
written

fice of the Board of Examiners
Madras 10th September 1856

Acting Secretary

1856 Department.

Enclosure No. 1

In a letter from the Acting Secretary to the Board of Examiners under date the 10th September 1856.

No.

From

G. W. Taylor Esqr.
Actg. Secy. to the
Bd. of Examiners.

To

J. D. Bourdillon Esqr.
Secy. to Govt.
Rev. Departt.
Fort St. George.

R 1109/56.

in No. 76

Notification containing the Rules & Tests for the Examn. of the Uncovenanted branch of the Public Service.

— [illegible]

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Instructions for keeping an Official Register of the conduct of Subordinate employés in the Uncovenanted branch of the Civil Service.

This is a very subordinate reason. I'd say "With a view of establishing an authentic record of the merits & characters of all Public servants as a means of regulating their claims to promotion or determining their pensions or other rewards" & further

With the view of enabling Heads of Offices on first taking charge of their Offices to become acquainted with the past conduct and qualifications of their Subordinates, the Right Honorable the Governor in Council resolves to direct that an Official Register of the conduct of every Subordinate Officer employed in the Uncovenanted branch of the Civil Service above the grade of Peon, prepared in the annexed form be kept in every Office from the 1st September 1857.

The Register should be kept by the Head of the Office himself and the particulars which it is designed to contain should be filled up by him in his own handwriting. It should be kept in a book one page of which should be assigned to each individual of the Establishment above the grade of Peon. It should contain, under the proper heads every particular of the Official Career of the individual, including all promotions and transfers from one situation in the same Office or District to another, all punishments severe and formal reprimands and all special commendations or marks of approbation. Whenever special commendations or punishments or reprimands may be recorded in the Register, the circumstances under which such commendation or punishment may have been awarded should be briefly but clearly stated in Column 5 or 7 of the Register as the case may be.

In the month of May of each year the Head of the Office should record in Column 9 his opinion of the Conduct of each individual in his Establishment during the preceding official year.

The Register now ordered is to be kept by the following Officers.

Heads of Public Offices at the Presidency.

Civil and Session Judges.

Collectors.

Sub Judges and Assistant Judges.

Sub Collectors.

Head Assistants.

Principal Sudr Ameens.

District Moonsiffs.

Tahsildars.

The Register kept by Sub Collectors, Head Assistant Collectors, Principal Sudr Ameens, District Moonsiffs and Tahsildars are to be forwarded to the chief Revenue or Judicial authority in the District, as the case may be, for inspection once in each year.

This shou
be ma

Office of the Board of Examiners
Madras 10th September 1856

Acting Secretary.

Register of the Services of the Officers employed in the ———.

1	2	3	4	5	6	7	8	9
Name of Officer	Official Designation	Date of appointment to present situation.	Former situations held in the same Office or District and for what period	Instances in which the Officer has received Special commendation	Date of Order conveying such commendation	Instances in which the Officer has been punished or reprimanded and nature of punishment or reprimand awarded	Date of punishment or reprimand	Opinion recorded by the Head of the Office on the General Conduct of the Officer at the end of each Official year.

Board of Examiners
Office 10th Septr 1856.

Acting Secretary.

[illegible]

36K 35

Draft Instructions
to Collectors regarding
Public Servants
in the Uncovenanted
Service Submitted
by the B. of Exam

[illegible] employments for [illegible] in the Un-covenanted

Tabular Statement to be furnished by Candidates other for employments as Deputy or Assistant Collector or Head Sheristadar.

(This Statement should be filled up and signed by the Candidate and Counter-signed by the Officer under whom he may be serving at the time.)

Name of Candidate.	Age.	Father's name and profession.	Profession & present employment.	Birth-place.	Residence.	Relationship with Officers in the Public Service in any of the Districts in the Madras Presidency or in any Office in Madras.	Hereditary Office. Service Examinations &c.	Previous Service.

Office of the Board of Examiners
Madras 10th September 1856

E. W. Day M
Acting Secretary.

Forms of Medical Certificate to be furnished by Candidates for employment as Deputy or Aſsistant Collector or Head Serishtadar.

I. C—— D—— Surgeon in the service of the Honorable East India Company hereby certify that I have examined A—— B—— and that he labors under no disease, constitutional affection, or bodily infirmity such as to disqualify him for Official employment.

Acting Secretary.

Form of Testimonial tobe furnished by Candidates for employment as Deputy or Aſsistant Collector or Head Sheristadar.

I. A. B— (here enter official designation) hereby certify that C— D— has served under me in the situation of (Here enter situation) for the period of —— years, that I believe him to be of good (or excellent as the case may be) moral character, that he has been industrious (or generally industrious or invariably industrious) and efficient (or generally efficient or extremely efficient as the case may be) in the discharge of his duties.

E. W. Clayton
Acting Secretary.

1856 Department.

Enclosure No. 2 in a letter from the Acting Secretary to the Board of Examiners under date the 10th September 1856.

No.

From

G. N. Taylor Esq.
Ag. Secy. to the
Board of Examiners

To

J. D. Bourdillon Esq.
Secy. to Govt.
Rev. Departt.
Fort St. George.

R 1109/56

Instructions for keeping an Official Register of the conduct of Subordinate employés in the Uncovenanted branch of the Civil Service with forms of Register, Testimonials &c. annexed.

Forms to be appended to the Notification.

Revenue Dept.

No. 113

Extract from the Minutes of Consultation
Under date the 3rd January 1857.

Read the following letter from G. N. Taylor Esqr. Acting Secretary Board of Examiners.

(Here enter 10th September 1856
No. 303)

With this letter the Board of Examiners submit a draft Notification containing the Rules and tests which they propose for carrying out the system of examination for the various grades of the Uncovenanted Service, prescribed in Extract Minutes of Consultation dated 28th May last. They submit also draft of instructions for keeping an Official Register of subordinate Employés in the said branch of the service, as directed in the same order.

2. The Board include the Judicial Department in the arrangement, remarking that they presume such to be the intention of Government; and this is approved. The present scheme however does not provide for the Public Works Department ~~the Pleaders of the Courts~~, and the Board will therefore be good enough in communication with the Chief Engineer to prepare the necessary tests, ~~for the [illegible]~~ and

The pleaders of the
are not Govt. Serv
[illegible] the
be included.
A

submit

submit a supplemental notification for the Office Servants of that Department. ~~In communication with the Court of Sudr Udalut to whom a copy of this Para will be sent the Board will also prepare tests, a notification and rules for the Court Pleaders. The examination here contemplated will supersede for the future that provided for in the Rules of the Court of Sudr Udalut dated 6 July 1855.~~

3. The examinations provided for in the present notification are proposed by the Board to be of three kinds,

Judicial, Revenue and
English; the last being
for servants in the
English Department.
In the first or upper
Division there is no
separate standard for
the English Department,
as the Board think it
desirable that all
servants of that high
rank should possess the
qualifications of either
the Judicial or Revenue
servants of the same
rank. The Government
approve these tests,
with the addition
of a knowledge of
the Revenue system
of administration
and accounts to the
essential part of the
Judicial test in the
1st or upper Division,
such

—, such knowledge
being necessary to the
Principal Sudr Ameens
who have to decide
suits regarding landed
tenure and to try cases
of malversation by
Revenue servants.

4. In para 4 the
Board remark on the
proportion of marks
proposed to be assigned
to each of the three
divisions of the tests, viz
Essential, non-Essential,
and character and service.
According to the views
of Government expressed
in their order of the 28
May the proportion
assigned to the last
mentioned division
(character and service)
was to be one third of
the

the whole at the first examination and one fifth at the subsequent examinations. The Board suggest that it should be one third permanently. They also incline to the opinion that a greater number of marks might as a general rule be assigned to Essential than to non-Essential subjects. The reason for giving more importance to long service and experience at the outset was a consideration for the old servants now in employ and with the view of allowing weight to their previous service. In after examinations it was considered that it would not be necessary

necessary to give the same degree of consideration to such qualities and therefore the proportion of marks for them was ordered to be smaller. The Government are not prepared ~~[illegible] willing~~ to accede to the recommendation of the Board to retain the proportion at one third permanently ✗ They cannot assent to ~~concur with~~ the Board's proposal to allow a greater number of marks to Essential than to non Essential subjects.

✗ but they will permit the future proportion to remain undetermined for the present, to be finally decided hereafter. The Governor in Council also resolves to permit good character earned in other services than that of Govt. to earn marks in this Division; provided only that the testimonials must be of unexceptionable quality.

5. The Board also express doubts as to the expediency of fixing a maximum number of Candidates to be passed in each

Vernacular language; and the Govt. accede to their recommendation that limitation in this particular should be dispensed with. Candidates will be allowed to pass and get Certificates of qualification, on the understanding and fixed rule that no one will be appointed to a District who has not passed in the language declared to be required for that district.

6. The Board next object to the requirement that men shall serve certain periods in certain lower grades, as a qualification for the higher; and suggest that an exception should be allowed in favor of persons having extraordinary claims or qualifications. The Government accede to this recommendation as respects special qualifications.

The

7 The Board also recommend that for all appointm within their gift heads of co- Offices should be free to make selections from among passed candidates. It was no part of the intention of Government to restrict officers in this particular to the extent here supposed. The Board appear to have been led to the opposite opinion by the latter part of para 26 of Minutes of Consultation dated 28th May last; but that relates only to Assistant and Deputy Collectors, the highest division, and is necessary to make the examination competitive. In the other divisions it is only proposed to make the examination partially competitive i.e the passed

candidates at each examination will be ranked according to their respective merits, but the whole number however large passing the required test, will be declared eligible. It is not the intention of Government nor is it at present practicable to make the examination for the lower classes purely competitive; and to limit the selection for employment to the highest on the list; but in place of that the standard of requirement ought to be raised from time to time.

8 The Board propose, not to impose any English test on the candidates for the lowest division, except in the English Department. This proposition emanates from

from the Director of Public Instruction, and the main object of it seems to be to encourage the new Vernacular schools; the President of the Board dissents from it, on the grounds that it is during youth that languages are most easily acquired, and that if English is wholly neglected at that time, there must be difficulty afterwards in acquiring that knowledge of it which must be made an essential in the higher Departments. The Governor in Council observes that it was not proposed in the former order that a knowledge of English should be a part of the test for this Division of the service at first, but to many of them it will be

+

+ Para 14

be very useful. To Mr Arbuthnot's objection there are two answers, 1st that in determining the test for Office Examinations, Government must consider what is required to make an efficient servant, and 2nd that the other requirements of the test Vizt information on various subjects, would prevent the education of the claſses concerned from being so entirely limited to language and arithmetic as it has been hitherto. Mr Anderson's remark that it is during youth that languages are most easily acquired also deserves consideration. For these reasons the Governor in Council resolves that English shall be placed among the eſsentials for

for the first claſs of the lowest division, and among the non-eſsentials in the last two claſses.

9 In paras 10 and 11 the Board advert to the difficulty of providing examiners to examine the large body of persons who will come up under the new rules; and they expreſs the opinion that the only way of avoiding this difficulty will be to abandon the examination of the third division altogether, and to accept the certificates of Masters of Schools. The Governor in Council would much regret the neceſsity of giving up the examination. Not only would the proposed certificates be far leſs reliable, but all the stimulus

given by public examinations and the anticipation of them would be lost. A further and greater evil would be that a practical monopoly of an unfair character would be given to particular schools; boys taught at other schools however deserving would be excluded. This could not be avoided without so extending the privilege of giving certificates as very much to lessen the value of the certificate.

10 It appears to Government however that the difficulty contemplated by the Board may be overcome by another course than that proposed by them, viz. by using the uncovenanted Agency more largely in the

examinations

examinations. They are of opinion that this ought to be done; and that it may be done safely with the whole of the third division and part of the second; though it may be proper, at first at least, to have a covenanted Officer as President of every examining Committee. There are many men now in the several Districts as Sheristadars, Moonsiffs and Tahsildars as well as in the English Cutcherries, Revenue and Judicial who would certainly be found fully competent to examine, and they would justly regard it as an honorable distinction to be selected to assist at such examinations, and with proper arrangements the Government think there need be no fear of collusion. There are also other classes who might give assistance as Assistant Surgeons, Chaplains, Missionaries, Officers of the Army in some cases and the ~~school~~ Assistant Inspectors of Schools. On these considerations it appears to Government that means of holding the examination will not be wanting; and that it will not be necessary to dispense with them as the Board propose, in the case of the third or lowest of appointments.

11 The Board state that they anticipate no difficulty in at once establishing the system of examinations, on the score of want of means of education, as improved schools are being rapidly opened; and they propose to fix the 1st January 1858 as the commencement of the new system, omitting for the present that part which relates to the Uncovenanted Assistants to Collrs and Magistrates. ~~This omission however is no longer necessary, as~~ Sanction for the nomination of a limited number of such Officers having now been received, the Board will be requested to ~~prepare~~ include these classes in the notification: ~~supplementary notification respecting these examination~~

The

12 The Board propose that when the Uncovenanted Assistantships shall be created the Government should have the power to suspend or relax the tests in the case of Officers of high character and experience who have not had opportunity of acquiring modern knowledge. The Govt. cannot accede to this proposition. One third of the whole number of marks will be available at the first examinations for approved service, and the Govt. cannot consent to relax ~~are not of opinion that~~ the tests ~~should be~~ further ~~relaxed~~ in favor of the old Servants referred to by the Board. To do this would be to surrender the advantage of getting

a new class of men of superior qualifications for the new appointments, ~~and the Deputy Collector would be little else than a repetition of the old style of Tahsildar and Sheristadar.~~

omit

13. The Governor in Council has considered the proposed rules for keeping a Register of Servants. In general [illegible] they are approved of, but they have been revised as well as the Form of Register to suit the object better. What is wanted is not a periodical return but a permanent register to endure for the whole term of a man's service. The revised form is taken partly from that of the Register held by every soldier, and like that it will be of use not only for its primary object but also in verifying service for pension.

The

14 The Board give also a list of Officers by whom such Registers are to be kept, extending in the Revenue Department down to Tahsildars, but omitting Assistant Collectors. It appears to Government however that neither Tahsildars nor Head Assistant Collectors need to keep Registers. As respects the Establishments of the former Officers, all considerable punishments and commendations emanate from the Collector, and as to those of the Assistants both head and other, not only is this the case but the servants of their Offices belong in fact to the Collectors, and are only

detached to serve under the assistants. The Registers in the Revenue Department in the Provinces should therefore be kept only by the Collectors and the Sub Collectors. For similar reasons the Govt consider it unnecessary that Registers should be kept in the Judicial Department by Officers below the rank of Principal Sudr Ameen. It is also inadvisable, to have an annual record of each servant's conduct, such a record must in the nature of things become a mere formality, and then it would be quite useless while it would take up much time and would encumber the Register. Testimonials given by the Head of the Office to particular Servants on quitting it, may properly be entered as well as those given to particular servants leaving the Office for employment elsewhere.

Resolved that the Board of Examiners be requested to revise the Notification in accordance with the foregoing orders and resubmit it as early as possible.

3 Copies to the Bd of Examiners
Despd 31st

7 — P. 1 & 2 to the Chief Engr

Rev: Cons: 3rd June/56 No. 4
16 December 56 - No. 14 -
37

Revenue 1857 Department
Do to Cor: 6th February

No. 113

Extract Mins of Cons:
Of 30th January/57

E. M. C. 26 March/57 -
No. 293 -

From the Secy Bd. of Examiners }
of 20th April 1857. No. 409. Cons: }
26 May

~~11-4/15~~

No 16 + 17

Requesting the Bd. of Examiners, to revise and resubmit the draft Notification, containing the rules & tests to be laid down, for carrying out the System of examination, for the various grades of the Uncovenanted branch of the Public Service.

C 15th Jany R 20th