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# MADRAS RECORD OFFICE

## GOVERNMENT OF MADRAS

REV DEPARTMENT

| | | |
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| G.O. No. / B.P. No. | 173 | Press / Mis. |
| Dated | 28. 1- | 1873 / 196 . |

*Not to be folded or roughly handled*

List of Distribution of Administration Reports and other Papers published by the authority of the different Departments of the Government of India and of the different Local Governments and Administrations and Heads of Departments.

*N. B.*—This list does not include Reports and Publications printed and distributed by the Foreign Department of the Government of India, or under the orders of the Foreign Department, by officers employed under its immediate control; nor does it embrace the supply to the Foreign Department and to the officers employed under its control of Reports and Publications printed and distributed by others.

| | To whom. | Number of principal Publications. | Number of minor Publications. | Remarks. |
|---|---|---|---|---|
| | | *Copies.* | *Copies.* | |
| (*a*) | Secretary of State ... | 60 | 30 | (*a*) This scale is not intended to supersede any existing arrangement based on specific instructions from Her Majesty's Government; and in cases in which either more or less copies are sent to the India Office in accordance with the orders of the Court of Directors or the Secretary of State, the same course is to be continued until a change is prescribed by the Secretary of State himself. |
| | Private Secretary to the Viceroy ... | 1 | 1 | |
| | Commander-in-Chief .. | 1 | 1 | |
| (*b*) | Home Department ... | 5 | 2 | |
| (*b*) | Financial Department ... | 5 | 1 | |
| | Military Department ... | 5 | 1 | |
| | Public Works Department ... | 2 | | (*b*) Besides the number of copies (20) of some Reports of the Minor Administrations that may be required for extraordinary Proceedings, the Financial Department should be supplied with *two* copies of such minor publications as relate to the branches of the administration which are under the immediate control of that Department, *viz.*, Stamps and Stationery, Customs, Abkary, &c., instead of one copy only as shown in the table. |
| (*c*) | Department of Agriculture, Revenue, and Commerce ... | 1 | 1 | (*c*) The Department of Agriculture, Revenue, and Commerce should be supplied with five copies of all publications on such subjects as directly concern it (*vide* Home Department Resolution dated the 6th June 1871), and with two copies of all other Reports, whether classed as "principal" or "minor." The annual *general* Administration reports will fall under the former category, as containing sections on Land Revenue, &c.; and Departmental Reports on Jails, Police, Education, &c., under the latter category. Should a larger number be required or a smaller number be found sufficient in any case either for the use of the Department of Agriculture, Revenue, and Commerce, or of the officers (*f* and *g*) under its orders, the necessary instructions will be issued by that Department. |
| (*d*) | Legislative Department ... | 1 | 1 | |
| (*d*) | Government of Madras ... | 11 | 2 | |
| (*d*) | „ of Bombay ... | 11 | 2 | |
| (*d*) | „ of Bengal ... | 15 | 2 | |
| (*d*) | „ of N. W. Provs. ... | 10 | 2 | |
| (*d*) | „ of Punjab ... | 10 | 2 | |
| (*d*) | Chief Commr. of Oudh ... | 10 | 2 | |
| (*d*) | „ „ of C. Provs. .. | 10 | 2 | |
| (*d*) | „ „ of B. Burmah ... | 10 | 2 | |
| (*d*) | „ „ of Coorg ... | 4 | 1 | |
| (*d*) | Resident at Hyderabad ... | 4 | 1 | |
| (*e*) | Director General of Post Office... | 1 | | |
| (*e*) | „ „ of Telegraphs... | | | |
| (*e*) | Director General of the Archæological Survey of India ... | | | |
| (*f*) | Sanitary Commissioner with the Government of India .. | 1 | | (*d*) *Local Governments will, out of their own supply,* furnish their High Courts, Universities, Sanitary Commissioners, &c., with such publications as would be useful to them; for instance, Reports on Judicial Administration, Education, Sanitation, &c., respectively. |
| (*f*) | Commissioner of Cotton and Commerce ... ... | | | |
| (*f*) | Surveyor General of India ... | | | |
| (*f*) | Superintendent of Great Trigonometrical Survey ... | | | (*e*) Only one copy of the Annual General Administration Reports, and Reports and Publications on subjects bearing on their respective Departments. |
| (*f*) | Superintendent of Geological Survey ... ... | | | |
| (*f*) | Inspector General of Forests ... | | | (*f*) One copy each of all Reports which bear upon their respective subjects, but of no others. |
| (*f*) | Commissioner of Inland Customs | | | |
| (*f*) | Superintendent of Port Blair ... | | | |
| (*g*) | Director General of Statistics .. | 1 | 1 | (*g*) One extra copy of every publication for statistical purposes. |
| (*h*) | General Superintendent for the Suppression of Thuggee and Dacoitie ... ... | 1 | | (*h*) Only a copy of the Annual General Administration Reports, and Reports likely to be useful to him, such as Police Reports and publications bearing on his Department. |
| (*i*) | Board of Examiners, Calcutta ... | 1 | | (*i*) Only one copy of General Administration Reports. |
| | Editor of the Annals of Indian Administration ... ... | 1 | 1 | |

*N. B.*—All reports and papers published periodically or for the authority of Government will for the purposes of their distribution out of the Province or Department to which they relate, divided into two classes, *viz.*, "Principal" and "Minor."

1. Reports and papers of general interest and imperial importance are to be held as "Principal" publications, *viz.*, the Annual General Administration Reports; Departmental Administration Reports, such as Reports on Civil and Criminal Justice, Jails, Police, Small Cause Courts, Municipalities, Education, Income Tax, and other Assessed Taxes; Reports on Agricultural Exhibitions; Schools of Art and Industry; Reformatories; Archæology; Trade Resources of the Central Provinces; Gazetteers; Revenue, Trigonometrical and Topographical Survey Reports; Selections from Survey Reports; Annals of Indian Administration.

2. Reports of less general interest should be regarded as "Minor" publications, *viz.*, Reports on Sanitation, Vaccination, Lunatic Asylums, and Dispensaries; Administration Report of Port Blair; Reports on Salt and Commerce, Sea and Inland Customs, Excise and Abkary, Stamps and Stationery, Medical Colleges and Schools, Inams, Revenue Settlement, Marine, Post Office, Telegraph and Ecclesiastical Departments; Reports of Legal Remembrancers of Legal Affairs and other Law Officers of Government, Commissioner of Police, Presidency Towns; Reports on Botanical Gardens and Forests, Contagious Diseases and Lock Hospitals, Registration of Assurances and Joint Stock Companies, University Calendars, Wards' Institutions, Government Book Depôts, and Native Presses and their publications.

This classification is subject to any further instructions that may be issued by the Department of Agriculture, Revenue, and Commerce, as regards subjects falling under the control of that Department.

3. Reports and publications not mentioned above, which are usually of a special or scientific character, should be distributed according to special lists prepared in each case, the principles laid down in these distribution lists being followed.

Exd.—N. C. D.

*Proceedings of the Madras Government*
*Read the following:*

No. 4299.

*Extract from the Proceedings of the Government of India in the Home Department (Public),—under date Simla, the 7th November* 1872.

READ again the under-mentioned papers relating to the distribution of official reports:

Home Department Resolution Nos. 2719-33, dated the 2nd June 1870, prescribing for general adoption a Distribution List based on a scheme submitted by the Government of Bengal as regards the supply to officers and others beyond the limits of the Presidency or Province concerned, and leaving it to the Local Governments and Administrations to regulate local distribution at their discretion.

From Resident at Hyderabad, No. 35, dated 16th June 1870.

From Government of the Punjab, No. 1219, dated 18th June 1872.

Circular to Local Governments* and Administrations, and the several Departments of the Government of India, Nos. 3726-38, dated the 11th August 1870, enquiring whether there was any objection to the plan of distribution proposed in the Resolution of the 2nd June preceding.

* Except Punjab and Hyderabad.

Read also the following replies to the circular of 11th August 1870, and connected correspondence:

From Madras, No. 1105, dated 31st August 1870.
„ Bombay, „ 2009, „ 23rd „ „
„ Bengal, „ 2456, „ „ „ „
„ North-Western Provinces, No. 3902, dated 3rd September 1870.
„ Oudh, No. 4139, dated 17th August 1870.
„ Central Provinces, No. 2228—231, dated 22nd August 1870.
„ British Burmah, „ 290—3, „ 25th „ „
„ Coorg, „ 362—40, „ 23rd „ „
„ Financial Department, No. 3048, „ 15th November 1870.
„ Legislative Department, „ 673, „ 30th August „
„ Military Department, „ 547, „ 24th „ „
„ Public Works Department, No. 1131, dated 19th October 1870.
„ Foreign Department, No. 2204 G, dated 30th „ 1871.
„ „ „ „ 1877 G, „ 3rd September 1872.
To Department of Agriculture, Revenue, and Commerce, No. 5131, dated 6th November 1871.
From ditto, No. 10, dated 8th January 1872.
To ditto, No. 2585, „ 19th June „
From ditto, No. 445, „ 1st July „
To Bombay, No. 226 C, dated 15th July 1871.
From ditto, „ 2688, „ 22nd September 1871.
Home Department Circular, dated 19th January 1872.
From Punjab, No. 287, dated 30th January 1872.

## RESOLUTION.

THE above papers have been considered with a view to revising the arrangement according to which publications under authority of the different Governments are supplied to other Governments, to public libraries and individuals, &c.

2. The revised list submitted by the Government of the Punjab is too comprehensive as regards distribution out of the province; for,

as a general rule, public societies and libraries in Europe and America should be left to be supplied by the Secretary of State for India out of the number sent to him. Any such societies and libraries as have hitherto been supplied direct, either by the Punjab Government or any others, should be informed that in future they should look to the India Office, London, for such Indian publications as may be useful or interesting to them.

This general rule is not intended to interfere with the direct interchange of publications—such as is carried on between the Geological Department, the Surveyor General's Department, and the Indian Museum—of India and foreign learned Societies and Museums, and also between the Department of Agriculture, Revenue, and Commerce and different Chambers of Commerce.

3. Most of the other Local Governments approve the scheme proposed in the Resolution of the 2nd June 1870, but some of the Departments of the Government of India recommend certain modifications which they consider necessary to meet their own requirements and those of officers subordinate to them. The annexed list has been drawn up so as to meet their suggestions as far as possible.

4. The Foreign Department has circulated a separate scheme for the distribution of reports published by itself, or by the political and other officers employed under its control, and for the supply to the Foreign Department and the officers under it of reports and publications printed and distributed by others. The scheme prescribed by the Foreign Department will not be affected by the orders contained in this Resolution, the object of which is to regulate such distribution as is not provided for in the orders of that Department. Copy of the Foreign Department Resolution on the subject is annexed for convenience of reference.

5. Each Local Government and Administration will, as hitherto, supply its own publications to all within its own jurisdiction who may require them, and whom it may consider entitled to be so supplied. Besides which, each will supply the number noted in the accompanying list to the Secretary of State and to the departments and officers named.

6. These instructions will enable the Governments and Administrations to judge of the number of copies of each publication which should be struck off. It will not, of course, be necessary to print the same number of copies for local distribution in Hyderabad and Coorg as in the Lower and the North-Western Provinces. It will be borne in mind that there will always be a larger demand for such reports as those on public instruction, or the administration of civil and criminal justice, than for meteorological reports and similar publications.

7. All Libraries and Newspapers which require copies of the publications of any Government, or of any department of the Government of India, should apply direct to the Government or Department which issues the publication.

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ORDER.—Ordered, that a copy of this Resolution and the revised list be forwarded to the several Local Governments and Administrations for information and guidance.

Ordered also, that a copy of this Resolution and the revised list be forwarded to the Foreign Department for information.



Ordered further, that a copy of this Resolution and the revised list, with a copy of the Foreign Department Resolutions dated the 30th October 1871 and the 3rd September 1872, be forwarded to the Financial, Military, Public Works, and Legislative Departments, and the Department of Agriculture, Revenue, and Commerce for information, with a request that, if any change in the prescribed distribution is considered to be necessary to meet altered circumstances or fresh demands, or otherwise, and orders are issued direct to the authorities concerned, a copy of such orders may be communicated to this Department, in order that the general distribution list may be corrected accordingly and kept complete.

(True Extract)
H. L. DAMPIER,
*Offg. Secy. to the Govt. of India.*

Exd.—N. C. D.

Order thereon 23 January 1873 No 72

of the Secretariat.

True Extract
Chief Secretary.

To The Revenue Department with one Enclosure
— Military Department.
— Public Works Department.

-. 1872. Dep.t
No. 208.

Rec.d Public. Dep.t

No. 72

Dated 23.d Jany 1873.
Rec.d 26.th —

E. 1

Communicating
a Resolution of the Gov.t of India
Home Dep.t relating the arrangements
in regard to the distribution of Official
reports.

No. 173.
Comm.d to the
Board of Revenue.

28.th Jan.y 73.

B.d of Rev.e Dec.r 31.st Jany 73