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MADRAS RECORD OFFICE.

Government of Madras.

Revenue DEPARTMENT.

G.O. No. 482 ABC	Press Mis.
Dated 14.6.	1886.

Not to be folded or roughly handled

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14TH JUNE 1886, Nos. 482, 482A, 482B, 482C, REVENUE.

GOVERNMENT OF MADRAS.
REVENUE DEPARTMENT.

Read—again the following G.O., dated 26th October 1885, Mis. No. 5904, Revenue :—
Read—the following G.O., dated 7th October 1885, No. 2369, Public :—
Read—the following extract from the Proceedings of the Government of India in the Home Department (Public), dated Simla, 17th August 1885, No. 37-1392-406 :—

Read—
Home Department Resolution, No. 68-2837-2854, dated the 21st November 1874.
Do. do. No. 364-380, dated the 26th February 1878.
Despatch to the Secretary of State, No. 28 (Public), dated the 18th April 1878.
Despatch from the Secretary of State, No. 121 (Statistics and Commerce), dated the 27th June 1878.

Read also—
A letter from the Government of the Punjab, No. 392-S., dated the 22nd June 1885.

Resolution—

The orders contained in Home Department Resolution, dated 26th February 1878, read in the preamble, are the last general orders issued on the subject of the preparation and printing of annual departmental reports submitted to the Government of India in the Home Department. Briefly stated these orders were that the reports

Judicial Criminal.
Judicial Civil.
Police.
Jails.

Education.
Sanitary.
Registration.
Municipalities.

noted in the margin should be separately printed with the review of the local Government thereon, discretion being left to local Governments and Administrations to print or not as they chose other reports, including

those relating to Dispensaries, Lunatic Asylums, Lock Hospitals, and Medical Schools. As regards the length of the reports it had been suggested by the Government of India that the printed reports should, as a rule, be limited to a fixed maximum number of pages, but objections were raised to this proposal which was accordingly abandoned. It was, however, pointed out that a decided concurrence of opinion existed that departmental reports were often too bulky and might well be reduced to a more convenient size, the reproduction *in extenso* of the reports of subordinate officers being at the same time forbidden. It was added :—

It should be borne in mind that such reports should contain summaries of facts supported by accurate statistics; that discussions of theories are out of place in them; and that a short report, if clear and complete, is far more creditable than a long one. The Government of India trust that each local Government will instruct their subordinates to keep this view in mind.

Subsequently a despatch from Her Majesty's Secretary of State was circulated * in which it was observed that care should be taken, in condensing local reports, to represent faithfully the views of district officers, as it not unfrequently happens that their opinions are of interest and importance to the Home Government.

2. There is reason to fear that the orders summarized in the foregoing paragraph regarding the desirability of reducing the length of departmental reports have, in some cases, been more or less overlooked, and in admitting this to have been the case in the Punjab, the local Government, in a letter of the 22nd June last, solicits a reconsideration of the whole question of the preparation and treatment of annual reports, so far as that province is concerned. His Honor the Lieutenant-Governor represents that "the present overgrown system of reporting is a great incubus upon the administration, and that it is incumbent upon the Government to take steps to lighten this load as far as possible." It is urged that a far larger sum than is desirable is now spent on the publication of annual reports, and that the time of all officers, in particular of the

officers of the Secretariat, of the Financial Commissioner, and of the Lieutenant-Governor, is unduly taken up by the task of compiling and reviewing reports. The demand which this class of work makes upon the time of district officers is moreover said to affect the efficiency of their administration, and often to render it impossible for the officers concerned to bestow sufficient attention on the more important duties with which they are entrusted. It is argued that as the principles of administration in every department have now been clearly laid down, and departure from them is possible only within the narrowest limits, the necessity for constant progress reports no longer exists. It is further pointed out that the system of annual reports must necessarily become unsatisfactory in the cases of such reports as those on Registration or Criminal or Civil Justice, as it is almost impossible to say whether in any one year the causes of minor fluctuations in the returns are permanent, or whether they are purely accidental and likely to disappear. At present the officers entrusted with the compilation of these reports, feeling it incumbent upon them to explain variations, adopt for this purpose any reason, sound or unsound, with the result that many mistakes of judgment are committed, and placed upon record. It is urged that under a system of triennial reports, it would be more easy to eliminate such causes of variation as are fortuitous, while an improvement of the reports themselves in style as well as in matter might be expected, and a saving of expenditure in printing and in the demand for additional establishment is likely to be caused.

3. The general lines upon which Sir C. Aitchison proposes to proceed in the matter are—

- (1) to discontinue the submission of separate reports which can be shown to be unnecessary;
- (2) to require the submission only of triennial reports in the case of all reports which are of value rather from a statistical or financial point of view than on administrative grounds, returns accompanied by the briefest possible notes being prepared in the other two years; and
- (3) in the case of the more important reports with regard to which it may be considered undesirable entirely to discontinue the preparation of annual reports, to introduce a system of varying *brief* with *full* reports, the full reports being submitted every third year.

In the *brief* reports it is suggested that the remarks should be confined as far as possible to an exposition of general results and to points calling for notice which are brought out by the returns. Such reports would not deal with the subject-matter exhaustively, but merely by way of explanation of matters which would otherwise appear obscure. In the *full* reports, on the other hand, the remarks would be directed to an exhaustive examination of facts of the three previous years, and to showing the bearing of those facts upon the acknowledged principles laid down by Government for the guidance of the department in question. The reviews of the local Government would follow the reports in their nature, and in cases in which statistics or only *brief* reports were submitted, such reviews would take the form of a letter rather than of a resolution. When no remarks appear necessary, the *brief* report would be simply acknowledged.

4. So far as reports relating to subjects dealt with by the Home Department are concerned, the practical effect of the proposals above summarized is thus shown :—

Subjects regarding which statistical returns would be submitted for two years and report in the third year.	Subjects regarding which brief reports would be submitted for two years and a full report in the third year.	Subject regarding which no change is proposed.
Dispensaries. Vaccination. Registration. Forests.	Civil Justice. Criminal Justice. Jails. Police. Education. General Administration. Municipal.	Lock Hospitals. Work of Chemical Examiner. Lunatic Asylums. Sanitation. Publications under Act XXV of 1867.

It is further proposed, in the event of the scheme being sanctioned, to divide the reports submitted to the several departments of the Government of India as equally as possible over the period of three years, in order that a certain number of reports may be treated and reviewed fully in each year. The measure is regarded by the Lieutenant-Governor as a further and important step in the system of decentralization, and if it meets with general approval, Sir C. Aitchison proposes to make further recommendations for the extension of the powers of the Financial Commissioner, of the Commissioners of Divisions, and of Deputy Commissioners in the Punjab, and also for the reduction of the number of periodical returns required from district officers.

5. The Governor-General in Council entirely sympathizes with the desire expressed by the Punjab Government to reduce within more reasonable dimensions the work of writing and reviewing reports, and any measures which would effect this object, without being open to decided objection on other grounds, would meet with the cordial support of the Government of India. His Excellency in Council is, however, doubtful whether it is possible to accept in its entirety the scheme now submitted, which involves a complete change of system in preparing departmental reports. In the first place it must be remembered that these departmental reports not only serve to meet the objects specified by the Punjab Government, namely, the presentation of evidence of departmental efficiency and the collection in a convenient form of information useful for administrative and other purposes, but are also of the greatest use as a guide to departmental officers. On this point the following remarks made by the Government of the North-Western Provinces, when the subject was previously under the consideration of the Government of India, are worthy of attention :—

The several annual reports * * * contain the source to which all officers turn for the past experience of others than themselves in the department in which they serve. Officers in fact in great measure educate themselves by means of these reports, and to condense or summarize all of them in the manner indicated in your letter would, in the Lieutenant-Governor's opinion, be a serious inconvenience.

It is true that departmental officers would, under the proposed system, be able to refer to the triennial reports; but the interval between the issues of these reports would be considerable, and it may be open to doubt whether the effect of the change would not be to deprive officers of the department concerned and others interested of a ready means of ascertaining the latest particulars in regard to current departmental administration and of benefiting by the experience of each year as embodied in the annual report. However this may be, the point appears to be one which deserves consideration.

6. Another objection which might be urged against the proposed system is that the discontinuance of the annual review by local Governments and Administrations on the working of any particular department would remove a very useful check, and possibly lead to a perpetuation or continuance of errors of policy or administration, which it is desirable to remove without loss of time, but which, under the proposed arrangement, might not come to the notice of the local Government until the lapse of a considerable period after their introduction. As regards this point experience has shown that advantage may be taken of facts recorded in the annual reports to initiate many useful reforms and to correct errors which, if not promptly removed, might in some cases have far reaching effects.

7. Again, as regards those subjects in respect to which it is proposed to have full reports every third year and brief reports for the two intermediate years, it may be feared that while on the one hand the intermediate reports would be so brief as to be of little practical value, the triennial report would tend to become unduly prolix, and that its preparation would be a work of very considerable labor. The absence on leave of permanent officers in charge of departments would also not infrequently interfere with the preparation of those full triennial reports, and a further effect of the change would be that each Lieutenant-Governor would be only able fully to review the working of any given department at the most twice, and in some cases possibly only once, during his tenure of office.

8. As regards the annual administration report, which it is proposed to place in the category of reports to be brief for two years and full for the third year, the

Governor-General in Council is not disposed to sanction any material change in the mode of preparing it, although greater brevity is desirable in the case of the reports compiled for some provinces. In the preparation of this report what is required is

* Home Department Resolution, No. 1674-90, dated the 12th May 1873.

that it should contain * "a clear and compact retrospect of the working of the local administration during the year; of the principal events with which the Government is concerned or has to deal; of the more important measures that have been actually taken; and of the course of ordinary and extraordinary business in every department." Such a report should be neither too brief nor too full; but under the proposed arrangement it is to be feared that it might err on the side of brevity in the intermediate years and on the side of prolixity in the third year. In connection with this report it must be remembered that, under the

† See despatch from Her Majesty's Secretary of State, No. 100, dated 26th October 1870 (circulated with Home Department endorsement, No. 5263-72, dated 2nd December 1870).

orders of Her Majesty's Secretary of State, it should be so prepared as to bear the impress † of a single mind, and, such being the case, if the departmental reports were reduced to the limits desired by the Punjab Government, some difficulty might in the intermediate years be experienced in the preparation of the departmental chapters. Even under existing circumstances with the full and comprehensive information given in the departmental reports, it is believed that some local Governments find it no easy matter to get the general administration report prepared by the date on which it is due, and on more than one occasion the Secretary of State has found it necessary to notice the delay which has taken place. A reference to scattered materials, which would be necessary in the absence of full departmental reports, would probably aggravate the difficulty now experienced in this matter.

9. Lastly, it may be remarked that any such extensive change of system as that recommended could not be introduced without the approval of Her Majesty's Secretary of State, and if introduced at all should be applied to all provinces.

10. Under these circumstances the Government of India, before further dealing with the matter, would wish to be favored with a full expression of the views of local Governments and Administrations upon the proposals of the Punjab Government. As at present advised, and having regard to the considerations described in the foregoing paragraphs of this resolution, the Governor-General in Council is disposed to think that, although it is impossible to accept all the proposals made by the Punjab Government, something may usefully be done in the direction indicated. With respect to such subjects as Education, Jails, Sanitation, Police, and Forests, His Excellency in Council is inclined to the opinion that the system of annual reports, which should be full and comprehensive, though possibly susceptible of curtailment from present dimensions, must be maintained. On the other hand, as regards Dispensaries, Vaccination, Lunatic Asylums, Registration, and Lock Hospitals, statistical tables with brief notes would perhaps sufficiently meet all ordinary requirements, if a full report were submitted every third year. In the case of the other subjects named, a brief report for two years with a full and careful report in the third year should ordinarily suffice.

11. The Governor-General in Council would be glad if local Governments and Administrations would give this matter early and careful consideration, and favor the Government of India with their views on the question, confining their remarks to the reports referred to in paragraph 4, with which the Home Department is more immediately concerned.

Order—

Ordered that a copy, with a copy of the letter from the Punjab Government of the 22nd June 1885, be forwarded to all local Governments and Administrations (except the Punjab) for information and guidance; that a copy of the resolution be

forwarded to the Punjab Government for information; and that a copy be forwarded to the Financial,* Revenue and Agricultural,† Foreign and Public Works Departments for information and for such supplementary action in connection with the matter as may seem to be called for.

* Original paper returned.

† With a copy of the letter from the Government of the Punjab, dated the 22nd June 1885.

(True Extract.)

(Signed) F. C. DAUKES,
for Secy. to the Govt. of India.

To the Government of Madras.

Read—the following letter from E. N. BAKER, Esq., Officiating Under Secretary to the Government of India, Department of Finance and Commerce (Accounts and Finance—Miscellaneous), to the Chief Secretary to Government, dated Simla, 28th August 1885, No. 2650:—

With reference to the resolution of the Government of India in the Home Department, No. 37-A—1392-406, dated 12th August 1885, regarding the proposals of the Government of the Punjab as to the preparation and submission of annual departmental reports, I am directed to request that the Government of India may be favored with the views of His Excellency the Governor in Council on the proposal relating to the annual reports submitted to this department; at the same time that you communicate your

‡ Namely—
Excise.
Stamps.
License Tax.
Foreign (Frontier) Trade.
Joint Stock Companies.

reply to the Home Department regarding the reports on the subjects with which that department is concerned.

2. I am at the same time to state that the Governor-General in Council is inclined to accept in full the proposals of the Punjab Government as regards the reports relating to the subjects dealt with in this department.

Copy forwarded to the Punjab Government, with reference to letter from that Government, No. 394-S., of 22nd June 1885, and with the intimation that the report on internal trade is dealt with by the Government of India in the Department of Revenue and Agriculture.

Copy also forwarded to the Home and Revenue and Agricultural Departments.

Order—dated 7th October 1885, No. 2369, Public.

Communicated to the Financial, Judicial, Educational, and Revenue Departments in order that a brief expression of opinion may be called for from heads of departments and officers who submit the various reports referred to in the resolution of the Government of India as to the suggestions made in paragraph 10 of that resolution.

2. The Surgeon-General with the Government of Madras and the Sanitary Commissioner are requested to submit their opinions at an early date.

(True Extract.)

(Signed) W. WILSON,
Acting Chief Secretary.

To the Financial Department.

„ the Judicial „
„ the Educational „
„ the Revenue „
„ the Surgeon-General with the Government of Madras.
„ the Sanitary Commissioner for Madras.
Copy also to officer preparing Annual Administration Report.

Order—dated 26th October 1885, Mis. No. 5904, Revenue.

Communicated to the Board of Revenue for early report.

(True Extract.)

(Signed) J. F. PRICE,
Ag. Secretary to Government.

To the Board of Revenue.

READ—again the following G.O., dated 2nd February 1886, Mis. No. 774, Revenue :—

Read—the following letter from C. S. BAYLEY, Esq., Under Secretary to the Government of India, Revenue and Agricultural Department (General), to the Secretary to the Government of Madras, Revenue Department, dated Calcutta, 21st January 1886, Circular No. 6G.—24-1 :—

With reference to the resolution noted on the margin, which was recorded in the Home Department, on the subject of the preparation and printing of annual departmental reports, I am directed to request that the Government of India may be favored with the opinion of His Excellency the Governor in Council regarding the possibility of curtailing the annual reports submitted to the Revenue and Agriculture Department. The reports received in that department are—

The Land Revenue Administration Reports.
Reports on the Administration of the Court of Wards and Encumbered Estates.
Internal Trade Reports and Returns, quarterly and annual.
Statistical Returns from Experimental Farms.
Administration Reports of Horticultural and Botanical Gardens, Farms, &c.
Annual Reports of Agricultural Departments.
Report on Canal Plantations, North-Western Provinces.

2. The only one of the reports which appears likely to affect materially the general body of officials throughout the province is that first named. The remainder are reports or returns submitted by special officers. In regard to the Land Revenue Reports the Government of India would be glad to learn whether His Excellency in Council considers that any portions of it could without inconvenience be made the subject of triennial instead of annual reports. If this is possible two courses suggest themselves for adoption—to give to the whole report a specially full character every third year, or to treat a portion of the subjects with which it deals in special detail once in three years in such a way that the amount of labor and time devoted to the report in each year may be fairly equalised. In the latter case it would be desirable that each province should adopt a similar division of subjects so as to enable the Government of India itself to collate and review the information at the same time for all provinces. General instructions on this point would, if this course were adopted, be issued by the Government of India. Instances of subjects which could thus be dealt with are the general condition of the agricultural classes, relations between landlords and tenants, the progress made in canal irrigation or in the number of wells, prices of produce, &c. There are on the other hand some subjects, such, for example, as the character of the season and its effect on agriculture and on the collection of revenue, which must in any circumstances be fully discussed every year.

3. In regard to the reports from special departments, the Government of India is disposed, as at present advised, to think that material modifications can easily be made. Possibly the trade reports might be submitted triennially instead of annually as at present. A request has already been made that quarterly returns should be accompanied by remarks of a very brief description, and that the statistics of Experimental Farms should be submitted without comments. The reports of Agricultural Departments on agricultural progress might be brief and might be distinguished from their reports in connection with revenue work, the latter being embodied in the annual report of Land Revenue Administration. As, however, the agricultural operations of the year can only be described properly by the officers in the charge of

the departments, they must, speaking generally, be submitted annually. At the same time certain subjects need be noticed once in three years only, e.g., the progress made in the separation of secure and insecure tracts, the association of the native community with the operations of the department, the progress made in agricultural education, the progress made in veterinary work and cattle-breeding, &c.

4. With these remarks I am to ask that the Government of India may be favored with the opinion of His Excellency the Governor in Council as to the course which may most usefully be adopted.

Order—dated 2nd February 1886, Mis. No. 774, Revenue.

Referred to the Board of Revenue for early remarks in continuation of G.O., Mis. No. 5904, dated 26th October 1885.

(True Extract.)

(Signed) J. F. PRICE,
Ag. Secretary to Government.

To the Board of Revenue.

READ—the following Proceedings of the Board of Revenue, dated 12th March 1886, No. 606 :—

Read—also G.O., dated 26th October 1885, Mis. No. 5904, Revenue.

Read—G.O., dated 2nd February 1886, Mis. No. 774, Revenue.

Resolution—dated 12th March 1886, No. 606.

The papers read above relate to the question of curtailing the annual reports now submitted to the Government of India in the Home Department and in the Departments of Finance and Commerce and of Revenue and Agriculture. The subject was fully discussed in 1878 and again in 1882; and much has been done since then to reduce the size of the annual reports. Those sent to the Government of India are given below :—

I. Home Department—

- (1) General Administration.
- (2) Forests.
- (3) Jails.
- (4) Police.
- (5) Education.
- (6) Sanitation.
- (7) Dispensaries.
- (8) Vaccination.
- (9) Registration.
- (10) Lock Hospitals.
- (11) Lunatic Asylums.
- (12) Civil Justice.
- (13) Criminal Justice.
- (14) Municipal.
- (15) Work of Chemical Examination.
- (16) Publication under Act XXV of 1867.

II. Department of Finance and Commerce—

- (1) Excise.
- (2) Stamps.
- (3) License-tax (now Income-tax).
- (4) Foreign (Frontier) Trade.
- (5) Joint Stock Companies.

III. Department of Revenue and Agriculture—

- (1) Land Revenue Administration Report.
- (2) Report on the administration of Court of Wards and Encumbered Estates.
- (3) Internal Trade Reports and Returns (quarterly and annual).
- (4) Statistical Returns from Experimental Farms.
- (5) Administration Reports of Horticultural and Botanical Gardens, Farms, &c.
- (6) Annual Reports of the Agricultural Department.

2. Of the above reports, the following are prepared in the Board's office:—

I. (1) Portions of the General Administration Report.

(2) Forests.

II. (1) Excise.

(2) Stamps.

(3) License-tax (Income-tax).

(4) Foreign (Frontier) Trade.

III. (1) Land Revenue Administration Report.

(2) Court of Wards' Report.

(3) Internal Trade.

(4)* Annual Reports of the Agricultural Department.

3. *General Administration Report.*—The General Administration Report for the presidency is prepared in the Government office, but the portions relating to section II and to some subjects falling under sections IV, V, VI and IX are drafted and submitted by the Board of Revenue. The report gives a brief review of many subjects on which separate detailed reports are also furnished by heads of departments; but this can hardly be avoided as it is very convenient for administrative purposes to have in one view "a clear and compact retrospect of the working of the local administration during the year; of the principal events with which the Government is concerned or has to deal; of the more important measures that have been actually taken; and of the course of ordinary and extraordinary business in every department." Referring to paragraph 8 of the Government of India resolution first read above, it may be stated that the Board's Administration Report does not err on the side of undue prolixity, though several portions of it are reproduced in the Land Revenue Administration Report No. [III (1)], which is prepared for the fasli or agricultural year. The Board have, during the past twenty years, persistently advocated the abolition of the fasli year and the substitution for it of the official year which has been adopted for almost all other reports; but the Government have invariably negatived the proposal.

4. In connection with the General Administration Report, a mass of statistical returns are annually submitted to the Government of India in the Revenue and Agricultural Department. These forms have recently been revised by the conference which sat at Calcutta in December 1883, and contain valuable statistics, but their preparation entails an enormous amount of labor both in the districts and in the Board's office. It would be quite sufficient, the Board think, for all practical purposes, if the returns are prepared once in three years, except perhaps those relating to crops and the irrigation statements.

5. *Forests.*—The forest administration of this presidency has only lately been placed on a sound footing, and the reports of the Conservators and the Board must, for some years at all events, be full and comprehensive, so that Government may be in possession of the necessary materials for forming a correct opinion of the working of the new enactment.

6. With regard to the other reports submitted to the Home Department and mentioned in paragraph 1, the suggestion of the Government of India in paragraph 10 of their first resolution may be adopted. This is, that in regard to jails, police, education and sanitation, the system of annual reports should be maintained; but that in

* This is prepared by the Director and sent through the Board.

respect to dispensaries, vaccination, registration, lock hospitals and lunatic asylums, a full report should be submitted every third year, and only statistical tables with brief notes for the intermediate period; whilst in regard to civil and criminal justice, municipal, work of chemical examination, and publications under Act XXV of 1867, a brief report for two years, with a full and careful report in the third year, should ordinarily suffice.

7. With regard to the reports submitted to the Government of India in the Department of Finance and Commerce, it is observed that those relating to sea-borne trade, salt and opium are omitted in the list given in the letter from the Under-Secretary to the Government of India printed in the first of the papers read above. The Board think that the sea-borne trade report may be discontinued altogether, and a brief review of the transactions of the presidency and of the principal ports therein be given in the reviews published by the Government of India. The reports now issued by the Board contain nothing but a mass of figures compiled from the trade volumes which are separately published, and cannot be made interesting in the absence of information regarding the course of trade in the different articles in different provinces. The Board consider that the system of annual reports should be maintained in the case of excise, license-tax (now income-tax), and salt, but the first and last might be considerably curtailed. For stamps, foreign (frontier) trade and opium, a brief report for two years and a full report for the third year would be sufficient.

8. *Land Revenue Administration Report.*—Of the reports submitted to the Revenue and Agricultural Department, that relating to the settlement of the land-revenue demand is the most important, but, as remarked in paragraph 3 above, many of the subjects treated in it are also dealt with in the Board's Administration Report for the official year. This double set of accounting entails unnecessary labor and could be obviated by substituting the official for the fasli year; but, as the proposal has been frequently negatived by Government, it should be considered whether such subjects as season and rainfall, condition of population and of cattle, prices, cultivation of special products, advances under the Land Improvement Act, &c., all of which are dealt with in the official year's administration reports, may not be omitted from the land-revenue report for the fasli year. The latter would then simply deal with the settlement of the demand, the remissions, collections, irrecoverable arrears, the causes of variations, &c., being of course fully explained, reference to the character of the season being limited to the effect produced on the increase or decrease in the demand and on the collection of revenue. All measures adopted for the improvement of the condition of the ryots and other administrative reforms (*e.g.*, loans granted under the Land Improvement and Agriculturists' Loans Act, extension of wells, tope plantations, ruined tanks repaired by private enterprise, sub-division of quit-rent, &c.) may be described in the official year's administration report.

9. The reports relating to the Court of Wards' estates, internal traffic and to horticultural and botanical gardens may be submitted triennially instead of annually, but the administration report of the Agricultural Department should be submitted every year. In paragraph 3 of the Government of India resolution contained in the second of the papers read above, it is stated that certain subjects in this report need be noticed only once in three years (*e.g.*)—

- (1) the progress made in the separation of secure and insecure tracts;
- (2) the association of the native community with the operations of the department;
- (3) the progress made in agricultural education;
- (4) the progress made in veterinary work and cattle-breeding, &c.

The subjects are all so important and are only just beginning to receive due attention in this presidency, that the Board think it would be inexpedient to dispense with annual notices of them in the administration reports. Since the abolition of the Saidápet Farm, no separate reports (or returns) are submitted regarding experimental farms, but the subject, so far as it relates to experiments and improvements undertaken in the districts, is briefly noticed in the annual report of the Agricultural Department.

District Press.

Stamp duty in pauper suits.

Stamping weights and measures.

Special Funds (including Pound Fund, Village Service Fund, Canal and Ferry Fund and Irrigation Cess Fund).

10. The Board beg to take the present opportunity to suggest for consideration whether the annual reports submitted by the Board to the local Government as noted in the margin may not be sent in triennially in future.

(True Extract.)

(Signed)

C. F. MACCARTIE,

Acting Secretary.

To the Secretary to Government, Revenue Department.

ORDER—dated 14th June 1886, No. 482, Revenue.

Miscellaneous.

The foregoing papers relate to certain proposals made by the Punjab Government regarding the possible curtailment of

the labor and expense involved in the preparation and printing of annual reports by—

- (a) discontinuing the submission of separate reports which can be shown to be unnecessary;
- (b) Substituting triennial for annual reports in the case of all those which are of value rather from a statistical or financial point of view than on administrative grounds, returns accompanied by the briefest possible notes being prepared in the other two years;
- (c) introducing a system of varying *brief* with *full* reports in the more important cases in regard to which it may be considered undesirable to discontinue annual reports altogether; the *full* reports being prepared every third year.

2. The reports dealt with by Government in this department relate to the following subjects:—

- (1) Land Revenue Administration.
- (2) Condition of estates under the Court of Wards.
- (3) Internal trade.
- (4) Botanical Gardens.
- (5) Operations of the Agricultural Department.
- (6) Statistics from Experimental Farms.
- (7) Operations of the Forest Department.
- (8) Excise.
- (9) Stamps.
- (10) Income-tax.
- (11) Sea-borne and Foreign Trade.
- (12) Operations of the Salt Department.
- (13) Opium.

3. The Government will now consider whether it is possible or desirable to curtail or abolish any of the above:

(1) *Land Revenue Administration Report*.—The Government of India inquire, as regards this report, whether any portions of it could be made the subject of triennial reports by (a) giving to the whole report a specially full character every third year, or (b) by treating portions of it in special detail once in three years. They seem inclined to the latter course, and instance the following portions of the report as those which might be so treated:—

- (a) General condition of the agricultural classes;
- (b) Relations between landlord and tenant;
- (c) Progress made in canal irrigation and in the number of wells;
- (d) Prices of produce.

The Board of Revenue would apparently make no change in the mode of preparation of the report, which the Government consider the most important that Revenue officers have to submit. They would therefore leave it to be prepared as heretofore. In this connection the Board propose, in paragraph 8 of their Proceedings, that certain portions of it dealing with such subjects as season and rainfall, condition of population and of cattle, prices, &c., should be omitted altogether as they are described fully in the administration report of the official year. The Government agree with the Board and accept their suggestions. Separate orders will issue on the question of substituting the official for the fasli year.

(2) *Court of Wards' Report*.—The Government of India have made no definite proposals regarding this. The Board are of opinion that it may be submitted triennially instead of annually as now. This view does not meet with the approval of Government, who consider the report an important one which should be submitted every year.

(3) *Trade Reports*.—The Government of India would publish these once in three years. The Board of Revenue would discontinue altogether their report on the sea-borne trade, the Government of India being asked to give, in their reviews, a brief account of the transactions of this presidency and of the principal ports therein. As regards the other trade reports, the Board would publish a brief report for two years, followed by a full one in the third. This course might, the Government consider, be adopted in the case of all trade reports.

(4) *Botanical Reports*.—The only report on this subject now issued by this Government is that submitted by the Government Botanist on the condition of the Botanical Gardens on the Nilgiris. A Botanical Department has only recently been established, and orders issued for the formation of experimental gardens in selected localities elsewhere in the presidency. It is hoped that the Government Botanist's report will become every year more and more interesting and useful to the scientific world, and the Government are therefore not prepared to adopt the Board's suggestion that it should be issued triennially.

(5) *Report of the Agricultural Department*.—The Government of India are of opinion that certain portions of this report, such as progress made in the separation of secure and insecure tracts, the association of the native community in the operations of the department, the progress made in agricultural education, in veterinary work and in cattle-breeding might be noticed once in three years only. The Board of Revenue remark that the subjects mentioned above are so important and have only so recently begun to receive due attention in this presidency that it would be inexpedient to dispense with notices of them in the annual reports. The Government concur in the view of the Board, and would accordingly make no change in this direction.

(6) *Statistics from Experimental Farms*.—The only Government farm in this presidency having been closed and there being no present intention to establish others, no orders on this subject are now required.

(7) *Forest Report*.—Both the Government of India and the Board of Revenue consider that the annual report on the operations of the Forest Department should be maintained. The Government agree in this view; but in doing so would invite the attention of the Board to the remarks made at paragraph 2 of G.O., No. 247, dated 30th March last.

(8) *Excise, Income Tax and Salt Reports*.—These are submitted to the Government of India in the Department of Finance and Commerce, where they observe that they are inclined to accept in full the

Curtailment of annual reports.

proposals of the Punjab Government as regards the reports dealt with in that department. In this presidency, however, both the law under which the excise revenue is derived and the mode of administering the department have quite recently been revised and several reforms have yet to be introduced. The Income Tax Act has just come into force. The Salt Department has indeed been thoroughly reorganized, but it is an important department the working of which affects the entire population of the presidency. The Government therefore agree with the Board in considering that annual reports cannot be dispensed with in these cases. The attention of the Commissioner

of Salt and Abkari Revenue should however be drawn to the penultimate sentence of paragraph 7 of the Board's Proceedings.

(9) *Stamp and Opium Reports*.—In the case of these reports, the Government consider that a brief report for two years, followed by a full one every third year, will, as suggested by the Board, be sufficient.

4. In paragraph 4 of their Proceedings, the Board suggest that all statistical returns, excepting perhaps those relating to crops and irrigation, may be published once in three years, as, though they contain valuable statistics, they entail an enormous amount of labor on their own establishment and on those of district officers. The suggestion will be referred for the orders of the Government of India.

5. Adverting to the concluding paragraph of the Board's Proceedings, the Government observe that the report on Special Funds is the only one which deals with the condition of the Village Service and Cattle Pound Funds. These are very important funds, and the report on their condition should, therefore, continue to be submitted every year. The suggestion of the Board as regards the other reports specified in the margin of paragraph 10 of their Proceedings is approved.

(True Extract.)

(Signed) J. F. PRICE,
Ag. Secretary to Government.

To the Board of Revenue.
" the Director of Revenue Settlement and Agriculture.
" the Government Botanist.
" the Public Department.

No. 482A.

69. Copy to the Government of India, Revenue and Agricultural Department, with reference to their Circular No. 68—24-1, dated 21st January last.

No. 482B.

Copy to the Government of India, Department of Finance and Commerce, with reference to their letter, dated 28th August 1885, No. 2650.

No. 482C.

Copy to the Government of India, Home Department, with reference to their Resolution, dated 17th August 1885, No. 37—1392-406.

(Signed) J. F. PRICE,
Ag. Secretary to Government.

Exd. W. H. French.

14

Govt. of 1886 Madras.

REVENUE.

Issued

Recd.

Encl.

G.O., 14th June 1886, Nos. 482,
482A, 482B, 482C.

JUNE.

Annual Reports.

Passing orders on proposals for the curtailment
of the — submitted to the Government of India.

15

7TH OCTOBER 1885, No. 2369, PUBLIC.

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—the following papers:—

Extract from the Proceedings of the Government of India in the Home department (Public), dated Simla, 17th August 1885, No. 37—1392-406.

Read—

Home Department Resolution, No. 68—2837-2854, dated the 21st November 1874.
Do. do. No. 364-380, dated the 26th February 1878.
Despatch to the Secretary of State, No. 28 (Public), dated the 18th April 1878.
Despatch from the Secretary of State, No. 121 (Statistics and Commerce), dated the 27th June 1878.

Read also—

A letter from the Government of the Punjab, No. 392 S., dated the 22nd June 1885.

Resolution—

The orders contained in Home department Resolution, dated 26th February 1878, read in the preamble, are the last general orders issued on the subject of the preparation and printing of annual departmental reports submitted to the Government of India in the Home department. Briefly stated these orders were that the reports noted in the margin should be separately printed with the review of the local Government thereon, discretion being left to local Governments and Administrations to print or not as they chose other

Judicial Criminal.	Education.
Judicial Civil.	Sanitary.
Police.	Registration.
Jails.	Municipalities.

reports, including those relating to Dispensaries, Lunatic Asylums, Lock Hospitals, and Medical Schools. As regards the length of the reports it had been suggested by the Government of India that the printed reports should, as a rule, be limited to a fixed maximum number of pages, but objections were raised to this proposal which was accordingly abandoned. It was, however, pointed out that a decided concurrence of opinion existed that departmental reports were often too bulky and might well be reduced to a more convenient size, the reproduction *in extenso* of the reports of subordinate officers being at the same time forbidden. It was added:—

It should be borne in mind that such reports should contain summaries of facts supported by accurate statistics; that discussions of theories are out of place in them; and that a short report, if clear and complete, is far more creditable than a long one. The Government of India trust that each local Government will instruct their subordinates to keep this view in mind.

Subsequently a despatch from Her Majesty's Secretary of State was circulated * in which it was observed that care should be taken, in condensing local reports, to represent faithfully the views of district officers, as it not unfrequently happens that their opinions are of interest and importance to the Home Government.

* Home department Circular, No. 42—1698-1707, dated 18th September 1878.

2. There is reason to fear that the orders summarized in the foregoing paragraph regarding the desirability of reducing the length of departmental reports have, in some cases, been more or less overlooked, and in admitting this to have been the case in the Punjab, the local Government, in a letter of the 22nd June last, solicits a reconsideration of the whole question of the preparation and treatment of annual reports, so far as that province is concerned. His Honor the Lieutenant-Governor represents that "the present overgrown system of reporting is a great incubus upon the administration, and that it is incumbent upon the Government to take steps to lighten this load as far as possible." It is urged that a far larger sum than is desirable is now spent on the publication of annual reports, and that the time of all officers, in particular of the officers of the Secretariat, of the Financial Commissioner, and of the Lieutenant-Governor, is unduly taken up by the task of compiling and reviewing reports. The demand which this class of work makes upon the time of district officers is moreover said to affect the efficiency of their administration, and often to render it impossible for the officers concerned to bestow sufficient attention on the more important duties with which they are entrusted. It is argued that as the principles of administration in every department have now been clearly laid down, and departure from them is possible only within the narrowest limits, the necessity for constant progress reports no longer exists. It is further pointed out that the system of annual reports must necessarily become unsatisfactory in the cases of such reports as those on Registration or Criminal or Civil Justice, as it is almost impossible to say whether in any one year the causes of minor fluctuations in the returns are permanent, or whether they are purely accidental and likely to disappear. At present the officers entrusted with the compilation of these reports, feeling it incumbent upon them to explain variations, adopt for this purpose any reason, sound or unsound, with the result that many mistakes of judgment are committed, and placed upon record. It is urged that under a system of triennial reports, it would be more easy to eliminate such causes of variation as are fortuitous, while an improvement of the reports themselves in style as well as in matter might be expected, and a saving of expenditure in printing and in the demand for additional establishment is likely to be caused.

3. The general lines upon which Sir C. Aitchison proposes to proceed in the matter are—

- (1) to discontinue the submission of separate reports which can be shown to be unnecessary;
- (2) to require the submission only of triennial reports in the case of all reports which are of value rather from a statistical or financial point of view than on administrative grounds, returns accompanied by the briefest possible notes being prepared in the other two years; and
- (3) in the case of the more important reports with regard to which it may be considered undesirable entirely to discontinue the preparation of annual reports, to introduce a system of varying *brief* with *full* reports, the full reports being submitted every third year.

In the *brief* reports it is suggested that the remarks should be confined as far as possible to an exposition of general results and to points calling for notice which are brought out by the returns. Such reports would not deal with the subject-matter exhaustively, but merely by way of explanation of matters which would otherwise appear obscure. In the *full* reports, on the other hand, the remarks would be directed to an exhaustive examination of facts of the three previous years, and to showing the bearing of those facts upon the acknowledged principles laid down by Government for the guidance of the department in question. The reviews of the local Government would follow the reports in their nature, and in cases in which statistics or only *brief* reports were submitted, such reviews would take the form of a letter rather than of a resolution. When no remarks appear necessary, the *brief* report would be simply acknowledged.

4. So far as reports relating to subjects dealt with by the Home department are concerned, the practical effect of the proposals above summarized is thus shown:—

Subjects regarding which statistical returns would be submitted for two years and report in the third year.	Subjects regarding which brief reports would be submitted for two years and a full report in the third year.	Subject regarding which no change is proposed.
Dispensaries. Vaccination. Registration. Forests.	Civil Justice. Criminal Justice. Jails. Police. Education. General Administration. Municipal.	Lock Hospitals. Work of Chemical Examiner. Lunatic Asylums. Sanitation. Publications under Act XXV of 1867.

It is further proposed, in the event of the scheme being sanctioned, to divide the reports submitted to the several departments of the Government of India as equally as possible over the period of three years, in order that a certain number of reports may be treated and reviewed fully in each year. The measure is regarded by the Lieutenant-Governor as a further and important step in the system of decentralization, and if it meets with general approval, Sir C. Aitchison proposes to make further recommendations for the extension of the powers of the Financial Commissioner, of the Commissioners of Divisions, and of Deputy Commissioners in the Punjab, and also for the reduction of the number of periodical returns required from district officers.

5. The Governor-General in Council entirely sympathizes with the desire expressed by the Punjab Government to reduce within more reasonable dimensions the work of writing and reviewing reports, and any measures which would effect this object, without being open to decided objection on other grounds, would meet with the cordial support of the Government of India. His Excellency in Council is, however, doubtful whether it is possible to accept in its entirety the scheme now submitted, which involves a complete change of system in preparing departmental reports. In the first place it must be remembered that these departmental reports not only serve to meet the objects specified by the Punjab Government, namely, the presentation of evidence of departmental efficiency and the collection in a convenient form of information useful for administrative and other purposes, but are also of the greatest use as a guide to departmental officers. On this point the following remarks made by the Government of the North-Western Provinces, when the subject was previously under the consideration of the Government of India, are worthy of attention:—

The several annual reports * * * contain the source to which all officers turn for the past experience of others than themselves in the department in which they serve. Officers in fact in great measure educate themselves by means of these reports, and to condense or summarize all of them in the manner indicated in your letter would, in the Lieutenant-Governor's opinion, be a serious inconvenience.

It is true that departmental officers would, under the proposed system, be able to refer to the triennial reports; but the interval between the issues of these reports would be considerable, and it may be open to doubt whether the effect of the change would not be to deprive officers of the department concerned and others interested of a ready means of ascertaining the latest particulars in regard to current departmental administration and of benefiting by the experience of each year as embodied in the annual report. However this may be, the point appears to be one which deserves consideration.

6. Another objection which might be urged against the proposed system is that the discontinuance of the annual review by local Governments and Administrations on the working of any particular department would remove a very useful check, and possibly lead to a perpetuation or continuance of errors of policy or administration, which it is desirable to remove without loss of time, but which, under the proposed arrangement, might not come to the notice of the local Government until the lapse of

2. There is reason to fear that the orders summarized in the foregoing paragraph regarding the desirability of reducing the length of departmental reports have, in some cases, been more or less overlooked, and in admitting this to have been the case in the Punjab, the local Government, in a letter of the 22nd June last, solicits a reconsideration of the whole question of the preparation and treatment of annual reports, so far as that province is concerned. His Honor the Lieutenant-Governor represents that "the present overgrown system of reporting is a great incubus upon the administration, and that it is incumbent upon the Government to take steps to lighten this load as far as possible." It is urged that a far larger sum than is desirable is now spent on the publication of annual reports, and that the time of all officers, in particular of the officers of the Secretariat, of the Financial Commissioner, and of the Lieutenant-Governor, is unduly taken up by the task of compiling and reviewing reports. The demand which this class of work makes upon the time of district officers is moreover said to affect the efficiency of their administration, and often to render it impossible for the officers concerned to bestow sufficient attention on the more important duties with which they are entrusted. It is argued that as the principles of administration in every department have now been clearly laid down, and departure from them is possible only within the narrowest limits, the necessity for constant progress reports no longer exists. It is further pointed out that the system of annual reports must necessarily become unsatisfactory in the cases of such reports as those on Registration or Criminal or Civil Justice, as it is almost impossible to say whether in any one year the causes of minor fluctuations in the returns are permanent, or whether they are purely accidental and likely to disappear. At present the officers entrusted with the compilation of these reports, feeling it incumbent upon them to explain variations, adopt for this purpose any reason, sound or unsound, with the result that many mistakes of judgment are committed, and placed upon record. It is urged that under a system of triennial reports, it would be more easy to eliminate such causes of variation as are fortuitous, while an improvement of the reports themselves in style as well as in matter might be expected, and a saving of expenditure in printing and in the demand for additional establishment is likely to be caused.

3. The general lines upon which Sir C. Aitchison proposes to proceed in the matter are—

- (1) to discontinue the submission of separate reports which can be shown to be unnecessary;
- (2) to require the submission only of triennial reports in the case of all reports which are of value rather from a statistical or financial point of view than on administrative grounds, returns accompanied by the briefest possible notes being prepared in the other two years; and
- (3) in the case of the more important reports with regard to which it may be considered undesirable entirely to discontinue the preparation of annual reports, to introduce a system of varying *brief* with *full* reports, the full reports being submitted every third year.

In the *brief* reports it is suggested that the remarks should be confined as far as possible to an exposition of general results and to points calling for notice which are brought out by the returns. Such reports would not deal with the subject-matter exhaustively, but merely by way of explanation of matters which would otherwise appear obscure. In the *full* reports, on the other hand, the remarks would be directed to an exhaustive examination of facts of the three previous years, and to showing the bearing of those facts upon the acknowledged principles laid down by Government for the guidance of the department in question. The reviews of the local Government would follow the reports in their nature, and in cases in which statistics or only *brief* reports were submitted, such reviews would take the form of a letter rather than of a resolution. When no remarks appear necessary, the *brief* report would be simply acknowledged.

4. So far as reports relating to subjects dealt with by the Home department are concerned, the practical effect of the proposals above summarized is thus shown:—

Subjects regarding which statistical returns would be submitted for two years and report in the third year.	Subjects regarding which brief reports would be submitted for two years and a full report in the third year.	Subject regarding which no change is proposed.
Dispensaries. Vaccination. Registration. Forests.	Civil Justice. Criminal Justice. Jails. Police. Education. General Administration. Municipal.	Lock Hospitals. Work of Chemical Examiner. Lunatic Asylums. Sanitation. Publications under Act XXV of 1867.

It is further proposed, in the event of the scheme being sanctioned, to divide the reports submitted to the several departments of the Government of India as equally as possible over the period of three years, in order that a certain number of reports may be treated and reviewed fully in each year. The measure is regarded by the Lieutenant-Governor as a further and important step in the system of decentralization, and if it meets with general approval, Sir C. Aitchison proposes to make further recommendations for the extension of the powers of the Financial Commissioner, of the Commissioners of Divisions, and of Deputy Commissioners in the Punjab, and also for the reduction of the number of periodical returns required from district officers.

5. The Governor-General in Council entirely sympathizes with the desire expressed by the Punjab Government to reduce within more reasonable dimensions the work of writing and reviewing reports, and any measures which would effect this object, without being open to decided objection on other grounds, would meet with the cordial support of the Government of India. His Excellency in Council is, however, doubtful whether it is possible to accept in its entirety the scheme now submitted, which involves a complete change of system in preparing departmental reports. In the first place it must be remembered that these departmental reports not only serve to meet the objects specified by the Punjab Government, namely, the presentation of evidence of departmental efficiency and the collection in a convenient form of information useful for administrative and other purposes, but are also of the greatest use as a guide to departmental officers. On this point the following remarks made by the Government of the North-Western Provinces, when the subject was previously under the consideration of the Government of India, are worthy of attention:—

The several annual reports * * * contain the source to which all officers turn for the past experience of others than themselves in the department in which they serve. Officers in fact in great measure educate themselves by means of these reports, and to condense or summarize all of them in the manner indicated in your letter would, in the Lieutenant-Governor's opinion, be a serious inconvenience.

It is true that departmental officers would, under the proposed system, be able to refer to the triennial reports; but the interval between the issues of these reports would be considerable, and it may be open to doubt whether the effect of the change would not be to deprive officers of the department concerned and others interested of a ready means of ascertaining the latest particulars in regard to current departmental administration and of benefiting by the experience of each year as embodied in the annual report. However this may be, the point appears to be one which deserves consideration.

6. Another objection which might be urged against the proposed system is that the discontinuance of the annual review by local Governments and Administrations on the working of any particular department would remove a very useful check, and possibly lead to a perpetuation or continuance of errors of policy or administration, which it is desirable to remove without loss of time, but which, under the proposed arrangement, might not come to the notice of the local Government until the lapse of

a considerable period after their introduction. As regards this point experience has shown that advantage may be taken of facts recorded in the annual reports to initiate many useful reforms and to correct errors which, if not promptly removed, might in some cases have far reaching effects.

7. Again, as regards those subjects in respect to which it is proposed to have full reports every third year and brief reports for the two intermediate years, it may be feared that while on the one hand the intermediate reports would be so brief as to be of little practical value, the triennial report would tend to become unduly prolix and that its preparation would be a work of very considerable labor. The absence on leave of permanent officers in charge of departments would also not infrequently interfere with the preparation of those full triennial reports, and a further effect of the change would be that each Lieutenant-Governor would be only able fully to review the working of any given department at the most twice, and in some cases possibly only once, during his tenure of office.

8. As regards the annual administration report, which it is proposed to place in the category of reports to be brief for two years and full for the third year, the Governor-General in Council is not disposed to sanction any material change in the mode of preparing it, although greater brevity is desirable in the case of the reports compiled for some provinces. In the preparation of this report what is required is that it should contain * "a clear and com-

* Home department Resolution, No. 1674-90, dated the 12th May 1873, pact retrospect of the working of the local administration during the year; of the

principal events with which the Government is concerned or has to deal; of the more important measures that have been actually taken; and of the course of ordinary and extraordinary business in every department." Such a report should be neither too brief nor too full; but under the proposed arrangement it is to be feared that it might err on the side of brevity in the intermediate years and on the side of prolixity in the third year. In connection with this report it must be remembered that, under the

† See Despatch from Her Majesty's Secretary of State, No. 100, dated 26th October 1870 (circulated with Home department endorsement, No. 5263-72, dated 2nd December 1870).

orders of Her Majesty's Secretary of State, it should be so prepared as to bear the impress † of a single mind, and, such being the case, if the departmental reports were reduced to the limits desired by the Punjab Government, some difficulty

might in the intermediate years be experienced in the preparation of the departmental chapters. Even under existing circumstances with the full and comprehensive information given in the departmental reports, it is believed that some local Governments find it no easy matter to get the general administration report prepared by the date on which it is due, and on more than one occasion the Secretary of State has found it necessary to notice the delay which has taken place. A reference to scattered materials, which would be necessary in the absence of full departmental reports, would probably aggravate the difficulty now experienced in this matter.

9. Lastly, it may be remarked that any such extensive change of system as that recommended could not be introduced without the approval of Her Majesty's Secretary of State, and if introduced at all should be applied to all provinces.

10. Under these circumstances the Government of India, before further dealing with the matter, would wish to be favored with a full expression of the views of local Governments and Administrations upon the proposals of the Punjab Government. As at present advised, and having regard to the considerations described in the foregoing paragraphs of this resolution, the Governor-General in Council is disposed to think that, although it is impossible to accept all the proposals made by the Punjab Government, something may usefully be done in the direction indicated. With respect to such subjects as Education, Jails, Sanitation, Police, and Forests, His Excellency in Council is inclined to the opinion that the system of annual reports, which should be full and comprehensive, though possibly susceptible of curtailment from present dimensions, must be maintained. On the other hand, as regards Dispensaries, Vaccination, Lunatic Asylums, Registration, and Lock Hospitals, statistical

tables with brief notes would perhaps sufficiently meet all ordinary requirements, if a full report were submitted every third year. In the case of the other subjects named, a brief report for two years with a full and careful report in the third year should ordinarily suffice.

11. The Governor-General in Council would be glad if local Governments and Administrations would give this matter early and careful consideration, and favor the Government of India with their views on the question, confining their remarks to the reports referred to in paragraph 4, with which the Home department is more immediately concerned.

Order—

Ordered that a copy, with a copy of the letter from the Punjab Government of the 22nd June 1885, be forwarded to all local Governments and Administrations (except the Punjab) for information and guidance; that a copy of the resolution be forwarded to the Punjab Government for information; and that a copy be forwarded to the Financial,* Revenue and Agricultural,† Foreign and Public Works departments for information and for such supplementary action in connection with the matter as may seem to be called for.

* Original paper returned.

† With a copy of the letter from the Government of the Punjab, dated the 22nd June 1885.

(True Extract.)

(Signed) F. C. DAUKES,
for Secy. to the Govt. of India.

To the Government of Madras.

From E. N. BAKER, Esq., Officiating Under-Secretary to the Government of India, Department of Finance and Commerce (Accounts and Finance—Miscellaneous), to the Chief Secretary to Government, dated Simla, 28th August 1885, No. 2650.

With reference to the resolution of the Government of India in the Home department, No. 37-A—1392-406, dated 12th August 1885, regarding the proposals of the Government of the Punjab as to the preparation and submission of annual

* Namely—

Excise.

Stamps.

License Tax.

Foreign (Frontier) Trade.

Joint Stock Companies.

departmental reports, I am directed to request that the Government of India may be favored with the views of His Excellency the Governor in Council on the proposal relating to the annual reports submitted to this department* at the same time that you communicate your

reply to the Home department regarding the reports on the subjects with which that department is concerned.

2. I am at the same time to state that the Governor-General in Council is inclined to accept in full the proposals of the Punjab Government as regards the reports relating to the subjects dealt with in this department.

Copy forwarded to the Punjab Government, with reference to letter from that Government, No. 394 S., of 22nd June 1885, and with the intimation that the report on internal trade is dealt with by the Government of India in the Department of Revenue and Agriculture.

Copy also forwarded to the Home and Revenue and Agricultural departments.

ORDER—dated 7th October 1885, No. 2369, Public.

Communicated to the Financial, Judicial, Educational, and Revenue departments in order that a brief expression of opinion may be called for from heads of departments and officers who submit the various reports referred to in the resolution of the Government of India as to the suggestions made in paragraph 10 of that resolution.

2. The Surgeon-General with the Government of Madras and the Sanitary Commissioner are requested to submit their opinions at an early date.

(True Extract.)

h. h. h.

for Chief Secretary.

To the Financial department.

- „ Judicial
- „ Educational
- „ Revenue
- „ Surgeon-General with the Government of Madras.
- „ Sanitary Commissioner for Madras.

Copy also to officer preparing Annual Administration Report.

Revenue Dept.
No. 8005
Govt. of (1885) Madras.
PUBLIC.

Mis 604-5904.

Communicated to the 18th of
Revenue for early report.

27-10-85

26-10-85

G.O., 7th October 1885, No. 2369.

OCTOBER.

Annual Reports.

Communicating to the departments concerned a resolution of the Government of India regarding the preparation and printing of — in order that a brief expression of opinion may be called for from officers who submit such reports as to the suggestions for curtailment made in paragraph 10 of that resolution.



Issued

Recd. 2/10

Encl.

Circular No. 6G.
24-1.

FROM

C. S. BAYLEY, Esq., C.S.,
Under-Secretary to the Government of India,

TO

The Secretary to the Govt. of Madras.

Revenue & Agricultural Dept.
General.

CALCUTTA, the 21st January 1886.

SIR,

WITH reference to the Resolution noted on the margin, which was recorded in the Home Department, on the subject of the preparation and printing of annual departmental reports, I am directed to request that the Government of India may be favoured with the opinion of His Ex^{ty} the Governor in Council regarding the possibility of curtailing the annual reports submitted to the Revenue and Agricultural Department. The reports received in that Department are—

- The Land Revenue Administration Reports.
- Reports on the Administration of the Court of Wards and Encumbered Estates.
- Internal Trade Reports and Returns, quarterly and annual.
- Statistical Returns from Experimental Farms.
- Administration Reports of Horticultural and Botanical Gardens, Farms, &c.
- Annual Reports of Agricultural Departments.
- Report on Canal Plantations, North-Western Provinces.

2. The only one of the reports which appears likely to affect materially the general body of officials throughout the Province is that first named. The remainder are reports or returns submitted by special officers. In regard to the Land Revenue Reports the Government of India would be glad to learn whether His Ex^{ty} in Council considers that any portions of it could without inconvenience be made the subject of triennial instead of annual reports. If this is possible two courses suggest themselves for adoption—to give to the whole report a specially full character every third year, or to treat a portion of the subjects with which it deals in special detail once in three years in such a way that the amount of labour and time devoted to the report in each year may be fairly equalised. In the latter case it would be desirable that each province should adopt a similar division of subjects so as to enable the Government of

India itself to collate and review the information at the same time for all provinces. General instructions on this point would, if this course were adopted, be issued by the Government of India. Instances of subjects which could thus be dealt with are the general condition of the agricultural classes, relations between landlords and tenants, the progress made in canal irrigation or in the number of wells, prices of produce, &c. There are on the other hand some subjects, such, for example, as the character of the season and its effect on agriculture and on the collection of revenue, which must in any circumstances be fully discussed every year.

3. In regard to the reports from special departments, the Government of India is disposed, as at present advised, to think that material modifications can easily be made. Possibly the Trade reports might be submitted triennially instead of annually as at present. A request has already been made that quarterly returns should be accompanied by remarks of a very brief description, and that the statistics of Experimental Farms should be submitted without comments. The reports of Agricultural Departments on agricultural progress might be brief and might be distinguished from their reports in connection with revenue work, the latter being embodied in the annual report of Land Revenue Administration. As, however, the agricultural operations of the year can only be described properly by the officers in the charge of the departments, they must, speaking generally, be submitted annually. At the same time certain subjects need be noticed once in three years only, e.g., the progress made in the separation of secure and insecure tracts, the association of the native community with the operations of the department, the progress made in agricultural education, the progress made in veterinary work and cattle-breeding, &c.

4. With these remarks I am to ask that the Government of India may be favoured with the opinion of His Excellency the Governor in Council as to the course which may most usefully be adopted.

I have the honour to be,

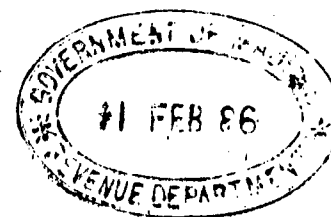
SIR,

Your most obedient servant,

Wm. S. Hunter
Under-Secretary to the Government of India.

25
1886.
GOVERNMENT OF INDIA.
REVENUE AND AGRICULTURAL DEPARTMENT.

GENERAL.



To

Dated Calcutta, the 21st January 1886.

Circular No. 6 G.
24-1.

7
Office of Revenue
Dec. 5.2.86
SUBJECT.

Asks for the opinions of Local Governments as to the possible curtailment of Annual Reports submitted to the Revenue and Agricultural Department.

PROCEEDINGS OF THE BOARD OF REVENUE.

READ—G.O., dated 26th October 1885, Mis. No. 5904, Revenue.

READ—G.O., dated 2nd February 1886, Mis. No. 774, Revenue.

RESOLUTION—dated 12th March 1886, No. 606.

The papers read above relate to the question of curtailing the annual reports now submitted to the Government of India in the Home Department and in the departments of Finance and Commerce and of Revenue and Agriculture. The subject was fully discussed in 1878 and again in 1882; and much has been done since then to reduce the size of the annual reports. Those sent to the Government of India are given below:—

I. *Home Department—*

- (1) General Administration.
- (2) Forests.
- (3) Jails.
- (4) Police.
- (5) Education.
- (6) Sanitation.
- (7) Dispensaries.
- (8) Vaccination.
- (9) Registration.
- (10) Lock Hospitals.
- (11) Lunatic Asylums.
- (12) Civil Justice.
- (13) Criminal Justice.
- (14) Municipal.
- (15) Work of Chemical Examination.
- (16) Publications under Act XXV of 1867.

II. *Department of Finance and Commerce—*

- (1) Excise.
- (2) Stamps.
- (3) License-tax (now Income-tax).
- (4) Foreign (Frontier) Trade.
- (5) Joint Stock Companies.

III. *Department of Revenue and Agriculture—*

- (1) Land Revenue Administration Report.
- (2) Report on the administration of Court of Wards and encumbered estates.
- (3) Internal Trade Reports and Returns (quarterly and annual).
- (4) Statistical Returns from Experimental Farms.
- (5) Administration Reports of Horticultural and Botanical Gardens, Farms, &c.
- (6) Annual Reports of the Agricultural Department.

2. Of the above reports, the following are prepared in the Board's office:—

- I. (1) Portions of the General Administration Report.
- (2) Forests.
- II. (1) Excise.
- (2) Stamps.
- (3) License-tax (Income-tax).
- (4) Foreign (Frontier) Trade.
- III. (1) Land Revenue Administration Report.
- (2) Court of Wards' Report.
- (3) Internal Trade.
- (4) * Annual Reports of the Agricultural Department.

3. *General Administration Report.*—The General Administration Report for the presidency is prepared in the Government office, but the portions relating to section II and to some subjects falling under sections IV, V, VI and IX are drafted and submitted by the Board of Revenue. The report gives a brief review of many subjects on which separate detailed reports are also furnished by heads of departments; but this can hardly be avoided as it is very convenient for administrative purposes to have in one view "a clear and compact retrospect of the working of the local administration during the year; of the principal events with which the Government is concerned or has to deal; of the more important measures that have been actually taken; and of the course of ordinary and extraordinary business in every department." Referring to paragraph 8 of the Government of India resolution first read above, it may be stated that the Board's Administration Report does not err on the side of undue prolixity, though several portions of it are reproduced in the Land Revenue Administration Report [No. III (1)], which is prepared for the fasli or agricultural year. The Board have, during the past twenty years, persistently advocated the abolition of the fasli year and the substitution for it of the official year which has been adopted for almost all other reports; but the Government have invariably negatived the proposal.

4. In connection with the General Administration Report, a mass of statistical returns are annually submitted to the Government of India in the Revenue and Agricultural Department. These forms have recently been revised by the conference which sat at Calcutta in December 1883 and contain valuable statistics, but their preparation entails an enormous amount of labor both in the districts and in the Board's office. It would be quite sufficient, the Board think, for all practical purposes, if the returns are prepared once in three years, except perhaps those relating to crops and the irrigation statements.

5. *Forests.*—The forest administration of this presidency has only lately been placed on a sound footing, and the reports of the Conservators and the Board must, for some years at all events, be full and comprehensive, so that Government may be in possession of the necessary materials for forming a correct opinion of the working of the new enactment.

6. With regard to the other reports submitted to the Home Department and mentioned in paragraph 1, the suggestion of the Government of India in paragraph 10 of their first resolution may be adopted. This is, that in regard to jails, police, education and sanitation, the system of annual reports should be maintained; but that in respect to dispensaries, vaccination, registration, lock hospitals and lunatic asylums, a full report should be submitted every third year, and only statistical tables with brief notes for the intermediate period; whilst in regard to civil and criminal justice, municipal, work of chemical examination, and publications under Act XXV of 1867, a brief report for two years, with a full and careful report in the third year, should ordinarily suffice.

7. With regard to the reports submitted to the Government of India in the Department of Finance and Commerce, it is observed that those relating to sea-borne trade, salt and opium are omitted in the list given in the letter from the Under-Secretary to the Government of India printed in the first of the papers read above. The Board think that the sea-borne trade report may be discontinued altogether, and a brief review of the transactions of the presidency and of the principal ports therein

* This is prepared by the Director and sent through the Board.

be given in the reviews published by the Government of India. The reports now issued by the Board contain nothing but a mass of figures compiled from the trade volumes which are separately published, and cannot be made interesting in the absence of information regarding the course of trade in the different articles in different provinces. The Board consider that the system of annual reports should be maintained in the case of excise, license-tax (now income-tax), and salt, but the first and last might be considerably curtailed. For stamps, foreign (frontier) trade and opium, a brief report for two years and a full report for the third year would be sufficient.

8. *Land Revenue Administration Report.*—Of the reports submitted to the Revenue and Agricultural Department, that relating to the settlement of the land revenue demand is the most important, but, as remarked in paragraph 3 above, many of the subjects treated in it are also dealt with in the Board's Administration Report for the official year. This double set of accounting entails unnecessary labor and could be obviated by substituting the official for the fasli year; but, as the proposal has been frequently negatived by Government, it should be considered whether such subjects as season and rainfall, condition of population and of cattle, prices, cultivation of special products, advances under the Land Improvement Act, &c., all of which are dealt with in the official year's administration reports, may not be omitted from the land revenue report for the fasli year. The latter would then simply deal with the settlement of the demand, the remissions, collections, irrecoverable arrears, the causes of variations, &c., being of course fully explained, reference to the character of the season, being limited to the effect produced on the increase or decrease in the demand and on the collection of revenue. All measures adopted for the improvement of the condition of the ryots and other administrative reforms (e.g., loans granted under the Land Improvement and Agriculturists Loans Act, extension of wells, tope plantations, ruined tanks repaired by private enterprise, sub-division of quit-rent, &c.) may be described in the official year's administration report.

9. The reports relating to the Court of Wards' estates, internal traffic and to horticultural and botanical gardens may be submitted triennially instead of annually, but the administration report of the Agricultural Department should be submitted every year. In paragraph 3 of the Government of India resolution contained in the second of the papers read above, it is stated that certain subjects in this report need be noticed only once in three years (e.g.)—

- (1) the progress made in the separation of secure and insecure tracts;
- (2) the association of the native community with the operations of the department;
- (3) the progress made in agricultural education;
- (4) the progress made in veterinary work and cattle-breeding, &c.

The subjects are all so important and are only just beginning to receive due attention in this presidency, that the Board think it would be inexpedient to dispense with annual notices of them in the administration reports. Since the abolition of the Saidápet Farm, no separate reports (or returns) are submitted regarding experimental farms, but the subject, so far as it relates to experiments and improvements undertaken in the districts, is briefly noticed in the annual report of the Agricultural Department.

District Press.
Stamp duty in pauper suits.
Stamping weights and measures.
Special Funds (including Pound Fund, Village Service Fund, Canal and Ferry Fund and Irrigation Cess Fund).

(A true Copy and Extract.)

10. The Board beg to take the present opportunity to suggest for consideration whether the annual reports submitted by the Board to the local Government as noted in the margin may not be sent in triennially in future.

Acting Secretary.

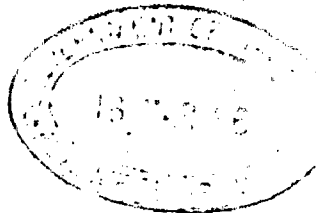
To the Secretary to Government, Revenue Department. ✓

Ed. J. Henricus.

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1886
Board of Revenue,
MADRAS.

No 2174.



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Proceedings, 12th March 1886, No. 606.

Submitting remarks on the question of curtailing the annual reports now submitted to the Government of India in the Home Department and in the departments of Finance and Commerce and of Revenue and Agriculture.

The matter of the
annual report is due here.
Let the full corres.
influence be put up
which be laid for
the Govt. as a cor.
in this subject. It
will also be desirable
to have the opinion
of the Director of
Agriculture and
Home. There seems
to be a tendency now
to have a report of the

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Carefully considered
 decisions of the Com.
 on a simple ex-
 pression of opinion by
 one or other set of
 men who after all
 may not be wiser
 than their prede-
 cessors. Mr. Noble
 Coleridge '2nd doubt-
 less as a member
 of the Board of
 Revenue a worthy
 to the opinion which

he now wishes to be
 carried ~~through~~³⁰⁰
 out. I should like
 the other side to have
 a fair hearing. The
 disposal of the cur-
 rent paper need
 not be delayed be-
 cause there is a
 difference of opinion
 on one point.

Yll
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34

REVENUE DEPARTMENT.

Current No. 2174

From The Board of Revenue

Dated 12th March 1886.

FOR ORDERS.

The Government of India have asked for an expression of the views of this Government on certain proposals of the Punjab Government for the curtailment of annual reports. The proposals are thus summarized by the Government of India:—

(1) To discontinue the submission of separate reports which can be shown to be unnecessary.

(2) To require the submission of only triennial reports in the case of all reports which are of value rather from a statistical or financial point of view

view than on administrative grounds, returns accompanied by the briefest possible notes being prepared in the other two years.

(3) In the case of the more important reports, in regard to which it may be considered undesirable to discontinue annual reports altogether, to introduce a system of varying brief with full reports, the full reports being submitted every third year."

The reports submitted to the Government of India by this Department are the following:-

(1) Forests — To the Home Dep?

(2) Excise

(3) Stamps

(4) License (Income) Tax

(5) Sea-borne and Foreign (Frontier) Trade

(6) Salt

(7) Opium

(8) Land Revenue Administration (Jamabandi) Report

(9) Court of Wards' Report

(10) Internal Trade Reports

(11) Statistics from Experimental Farms

(12) Reports of Horticultural and Botanical Gardens

(13) Report of the Agricultural Department.

To the Department of Finance and Commerce

To the Department of Agriculture

The Government of

India's views as regards

these reports are as follows:

(1) Forests: Full annual report should continue to be submitted.

(2), (3), (4) & (5). As proposed by the Panjab Government. It is not stated, however, in which of the 3 modes suggested by the Panjab Government, these should be treated.

As regards the Land Revenue report, the Government of India enquire whether any portions of it could be made the subject of triennial instead of annual reports by (a) giving to the whole report a specially full character every third year or (b) by treating portions of it in special detail once in three years.

They seem inclined to the latter course and instance the following portions as those which might be treated in special detail every third

third year :-

(a) General condition of the agricultural classes.

(b) Relations between Landlords and tenants.

(c) Progress made in Canal irrigation and in the n^o of wells.

(d) Prices of produce.

As regards the other reports, the Government of India consider that "material modifications can easily be made". Trade reports might ^{they think,} be submitted triennially instead of annually. As regards the report of the Agricultural Department, they observe that certain portions, such as progress made in the separation of secure and insecure tracts, the association of the Native community in the work of the Department, agricultural education, veterinary work and cattle-breeding might be noticed once in three years.

The papers were referred to the Board of Revenue for

FOR ORDERS.

REVENUE DEPARTMENT.

Current No.

From

Dated

188

FOR ORDERS.

for remarks, which are submitted with their Proceedings quoted at the head of this note.

The Board consider that the Forest Report should be full and comprehensive, for the present at all events, and should be published every year, forest administration in this Presidency having been placed on a sound basis only recently.

The Board would discontinue altogether their report on the Sea-borne trade, the Government of India being asked to give in their reviews a brief account of the transaction of this Presidency and of the principal ports therein.

40
as regards Foreign (front-
-ier) and Internal Trade.
they would publish a brief
report for 2 years and a
full report in the third
year. This course might,
it is submitted, be adopted
in the case of all trade re-
ports.

They would maintain
the system of annual reports
in the case of Excise, Li-
-cense tax (now Income tax)
and Salt, the first and last
being considerably curtailed.
They also consider that the
report of the Agricultural
Department should be full
and should be published
annually and think it
inexpedient to dispense with
the annual notices of the
important portions speci-
-fied by the Government
of India. For Stamps and
Opium, the Board would
have a brief report for
two years and a full
report for the third year.
These suggestions, might,
it

41
it is submitted, be approved.
The Board are of opinion
that the reports relating
to the Court of Wards Estates
and to Horticultural and
Botanical Gardens may
be published triennially.

The Court of Wards'
report is a very important
one, and it is submitted
that a full annual report,
dealing, as it does now,
with the condition of the
estates and the education
-al progress of the Wards
should continue to be
published.

The only horticul-
-tural and botanical
report now published is
the one on the Govern-
-ment Botanical Gardens
at Ootacamund. As re-
-gards this, it will be
remembered that a Bo-
-tanical Department has
only recently been estab-
-lished, and it may be
hoped that its report
will become more and
more interesting every
year.

year to the scientific world.
The proposal, therefore, that
it should be published only
once in three years should,
if it is submitted,
be rejected.

In connection with
their Administration and
Land Revenue Adminis-
-tration (Jamabandi) Re-
-port, the Board again
raise the question of the
desirability of substituting
the official for the fasli
year and urge that it
would obviate the ne-
-cessity for keeping a
double set of accounts
and of dealing with
certain subjects twice
over. The subjects that
are thus twice dealt with
are chiefly

- (a) Rainfall and Season
- (b) Health of population and cattle
- (c) Cultivation
- (d) Prices
- (e) Agricultural advances.

If the Fasli year is
still to be retained, they
suggest that the above
subjects be dealt with
in

FOR ORDERS.

I agree with the Board but
would still continue to the
right the privilege of relinquishing
land up to the time of present
improvement

43
REVENUE DEPARTMENT.

Current No.

From

Dated

188 .

FOR ORDERS.

in the Administration re-
-port for the official
year and not in the
Jamabandi report, which
will then touch upon them
only so far as they affect
the land revenues. They
also suggest that all
measures adopted for the
improvement of the con-
-dition of the Agricultural
classes (such as restoration
of wells, topsoil plantations,
ruined tanks repaired by
private enterprise) be re-
-gated to the official
year's report. Under the
scheme for the re-constitu-
-tion of the Board, these
subjects will probably fall
to the share of the agricul-
-tural member, who will
publish

Agree & let the Justice
grow - Venerable anachro-
nism - for 1871

Agree & let the Justice
grow - Venerable anachro-
nism - for 1871

Then let them stand
But the suggestion may
be (and be proposed)

likely, therefore; that ^{HT 45} they will listen to the Board's proposal.

1. District. Press Report
2. Stamp duty on Pauper suits
3. Stamping Weights and measures
4. Special Funds.

In the last para of their Proceedings, the Board request that the marginally noted reports, submitted to this Government, may be allowed to be sent in tri-annually in future instead of annually as now. The District Press report deals with the work done in District Press and the value of such work. It is the only report which gives information regarding District Gazettes and ^{the progress made in printing} selections from District records. It is submitted that annual reports should continue to be submitted in this case. There is no objection to the reports on 'Stamp-duty in Poorer suits' and 'Stamping weights and measures' being sent in triannually. The Special Funds Report treats of the receipts and charges of the Cattle Pound Fund, the ^{Police} ~~the~~ Service Fund, the Canal and Ferry Fund and

I do not see the necessity - The Board will continue receive annual reports from each district & the can mediate control of this entire head of the -
-Nomenclature rectify with the

Agreed

and the Irrigation Cess
Fund. The first two funds
are very important ones,
and it is only the Special
Funds Report which gives
any information regarding
them. It is, therefore, submit-
-ted that it should continue
to be laid before Govern-
-ment every year.

FOR ORDERS.

Mr. H. C. ...

Mr. ...

Mr. ...

Mr. ...

file and the only shadow of
a reason advanced is like
found in para 3 of S. 31 of the
1877 No 235 and this is a fallacy
one. It is then stated that the
fact denotes the crop season
from beginning to end. This is
"year of agricultural". This is
not the case - Agricultural
operations come to a standstill
in March after the harvest of
the spring crop in Feb. and are
resumed in April when the
sowing for the autumn crops
commenced. The official year
then exactly corresponds with
the agricultural year and hence
that the Govt share of the crops
is commuted into a money
payment the fact is clear.

meaning on the 1st July is as
said above - an analogy.

I agree with Mr. ...
Cairnes' remarks except
as regard the proposed
abolition of the 1st July.
No fresh arguments in
favor of a change (which
if persistent, advoca-
ted by the Board has, as
persistently been reca-
lled by Govt for doubt-
less as good reasons)
have been brought for-
ward - of any importance.
Let well alone - the sug-
gestions in paragraph
8 of their proceedings
can be adopted.

With my Hon. Colleagues state
the good reasons - I have
searched through the
file
22.5.85 PC 29.5.85.
27.5.85 P. 31-5-85.
27.5.85 P. 31-5-85.
27.5.85 P. 31-5-85.

Read again

(1) Mis go. 26. 10.85 No. 5904.

(2) do 2. 2.86 No. 774.

Read also Props of the Bd of Rev
of 12th March 1885 No. 606.

Order No. 482 of 14.6.86.

The foregoing papers
relate to certain proposals
made by the Punjab Govt regarding
the possible curtailment of
the labor and expense involved
in the preparation and printing
of annual reports by

- (a) discontinuing the submission
of separate reports which
can be shown to be unnecessary;
- (b) substituting triennial
for annual reports in the
case of all ^{these} reports which are
of value ^{rather} from a statistical
or financial point of view
than on administrative grounds,
returns accompanied by
the briefest possible notes
being prepared in the
other two years; and

42

(c) introducing a system of varying brief with full reports in the more important cases in regard to which it may be considered undesirable to discontinue annual reports altogether; the full reports being prepared every third year.

2. The reports dealt with by Govt in this Dept relate to the following subjects:—

- (1) Land Revenue Administration
- (2) Condition of estates under the Comt of Wards
- (3) Internal Trade
- (4) Botanical Gardens
- (5) Operations of the Agricultural Dept and
- (6) Statistics from Experimental Farms
- (7) ^{Operations of the} Forest Dept
- (8) Excise
- (9) Stamps
- (10) Income Tax
- (11) Sea-borne & Foreign Trade
- (12) Operations of the Cult Dept
- (13) Opium.

3. The Govt will now consider whether it is possible or

49

desirable to curtail or abolish any of the above.

49

(1) Land Revenue Administration Report. The Govt of India enquire, as regards this report, whether any portions of it could be made the subject of triennial reports by (a) giving to the whole report a specially full character every third year or (b) by treating portions of it in special detail once in three years. They seem inclined to the latter course and instance the following portions of the report as those which might be so treated:

- (a) General Condition of the agricultural classes;
- (b) relations between landlord and tenant
- (c) progress made in canal irrigation & in the number of wells;
- (d) Prices of produce.

The Board of Revenue would apparently make no change in the mode of preparation of the report;

which the Govt consider the most important ~~one which~~ the Revenue Officers have to submit. They would therefore leave it to be prepared as heretofore. In this connection the Board propose ^{in para. 8 of their report} that certain portions of it, dealing with such subjects as season & rainfall, condition of population and of cattle, prices &c should be omitted altogether as they are described fully in the administration report of the official year. The Govt agree with the Board and accept their suggestions. Separate orders will issue on the question of substituting the official for the

(2) Compt. of Wards Report. The

Govt of India have made no definite proposals regarding this report. The Board are of opinion that it may be submitted triennially instead of annually as now. This view does not meet with the approval of Govt who consider ^{the report} it an important one which shd be submitted every year.

51
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(3) Trade Reports. The Govt of India would publish these once in three years. The Bd of Rev would discontinue altogether their report on the sea-borne trade, the Govt of India being asked to give, in their reviews, a brief account of the transactions of this Presy and of the principal ports therein. As regards the other Trade Reports, the Bd would publish a brief report for two years, followed by a full one in the third. This course might, the Govt consider, be adopted in the case of all Trade Reports.

4) Botanical Reports. The only report on this subject now issued by this Govt is ^{that} ~~the~~ one submitted by the Govt Botanist on the condition of the Botanical gardens on the Nilgiris. A Botanical Dept has only recently been established and orders issued for the

52
formation of experimental
gardens in selected localities
elsewhere in the Presy. It is
hoped that the Govt Botanists
report will ^{very soon} become more and
more interesting and useful
~~every year~~ to the scientific
world. and the Govt are ~~not~~
therefore, ^{not} prepared to adopt
the Board's suggestion that
it should be issued triennially.

(5) Report of the Agricultural
Dept. The Govt of India are
of opinion that certain portions
of this report ^{such as} progress
made in the separation of
secure and insecure tracts,
the association of the native
community in the operations
of the dept, the progress made
in agricultural education,
in veterinary work and
in cattle breeding, might
be noticed once in three
years only. The Board of
Revenue remark that the
subjects ^{mentioned} ~~noted~~ above are
so important and have

53
only so recently begun to
receive due attention in this
Presy that it would be
inexpedient to dispense
with ~~annual~~ notices of
them in the annual reports.
The Govt concur in the view
of the Bd and would accordingly
make no change in ~~this~~
~~report~~ in this direction.

(6) Statistics from Experimental
Farms - The only Govt Farm
in this Presy having been
closed and there being no
present intention to establish
others, no orders in this subject
are now required.

(7) Forest Report. Both the
Govt of India and the Board
of Rev, consider that the
annual report on the operations
of the Forest Dept should
be maintained - The Govt
agree in this view; but in
doing so would invite the
Bd's attention ^{of the Bd} to the remarks
made at para 2. of f.s.
No 247 of 30th March last.

54

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56 11

(B) Excise, Income Tax & Salt Reports.

Curtailement of annual reports.

These are submitted to the Govt of India in the Dept of Fin & Commerce, where they observe that they are inclined to accept in full the proposals of the Punjab Govt as regards the reports dealt with by them in that department. In this Presidency, however, both the law under which the excise revenue is derived and the mode of administering the department have quite recently been revised and several reforms have yet to be introduced. The Income Tax ^{law} has just come into force. The Salt Dept has indeed been thoroughly reorganized but it is an important department ^{the working of which} affecting the entire population of the Presy. The Govt therefore agree with the Board in considering that annual reports cannot be dispensed with in these cases. The attention of the Commissioner of Salt

and Abkari Revenue, should, however be drawn to the penultimate sentence of para 7 of the Bd's Progs.

(C) Stamp & Opium Reports. In the case of these reports, the Govt consider that a brief report for two years, followed by a full one every third year, will, as suggested by the Board, be sufficient.

4. In para 4 of their Progs, the Board suggest that all statistical returns, except perhaps those relating to crops and irrigation, may be published once in three years, as, though they contain valuable statistics, they entail an enormous amount of labor on their own ^{establishment} offices and on ^{those of} District Offices. The suggestion will be referred for the orders of the Govt of India.

5. Adverting to the concluding paragraph of the Board's Progs, the Govt observe that the report on Special Funds

56

is the only one which deals with the condition of the Village Service and Cattle Pound Funds. These are very important funds and the report on their condition should, therefore, continue to be submitted every year. The suggestion of the Board as regards the other reports specified in the margin of para 10 of their Prop is approved.

From orders 14/16
No 482A.

5100003.786 Copy to the Govt of India, Rev & agt Dept with ref. to their circular no 68 of 21st Jan'y 24.1
Lest.

5000003.786 No 482B.
Copy to the Govt of India, Dept of Fin & Commerce, with ref to their letter of 28th Aug 1885, no 2650.

5000003.786 No 482C.
Copy to the Govt of India, Home Dept, with ref to their Resolution of 17th Aug 1885, No 37-1392-406.

To 16th Bd of Rev.
25- Director of Rs. & A.
5- Prof. Botanist
5- Public Dept
203786

Curtailment of Annual
Reports.

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14/6

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Dated 14 June 1886

No. 482 A. B. C.

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