

Revenue (1897) Department.

MISCELLANEOUS SERIES.

G.O., No. 1289

DATED 8th March

[Despatch Abstract.]

*Coming to the Board of Revenue Prop.
Public Department making certain addi-
tions to the Indian Civil Service Manual
regarding the Training of Junior Civilian*

BACK PAPERS.

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

FURTHER PAPERS.

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Government {1897} of Madras. PUBLIC.

Recd.

Regd.

1897.

Enclosures

Spare copies

G.O., No. 160, 18th February 1897.

FEBRUARY.

G.O. No. 128948 m 1897

Recorded.

List

*3 copy to the Board of Rev., Land Rev.
Des. 10-3-97*

The Training of Junior Civilians.

Making certain additions to the Indian Civil Service Manual regarding —.

attended.

Put up.

26-1-97

*Note. The Librarian will make the necessary additions in the copies of the Indian Civil Service Manual in the office
26/1/97*

GOVERNMENT OF MADRAS.

PUBLIC DEPARTMENT.

READ—the following paper:—

From the Revenue Department, Mis. No. 487, dated 26th January 1897.

ORDER—No. 160, Public, dated 18th February 1897.

The following additions will be made to the Indian Civil Service Manual:—

In Part I, section II, after paragraph 12, insert as 12-A—

“The important points to which the Assistant Collector's attention should be directed are—

- (1) Economic condition of the villages including prosperity or otherwise (with causes); tenures including those of sub-tenants of Government and inam ryots; labourers; the state of agriculture, the use and treatment of manures and the manurial substances and implements, and the ideas of the ryots on the subject, together with any current proverbs guiding or embodying their practice in general; cattle and their condition with the method of stalling, treatment in disease, &c.; crops and their treatment and periods of cultivation with varieties according as they are wet, dry or garden (i.e., irrigated from wells only); the division of lands together with the effect of custom on such partition; transactions in land, and burdens (mortgages, &c.) upon it; rentals in kind and in money, both in their relation to the crops, and as regards the areas on which rentals are payable relative to the area under cultivation, the price per acre of various classes of land; other industries, &c. &c.
- (2) Nature of the soils.
- (3) Assessments, both absolute assessments, and in their relation to produce and outturn; demand for 20 years, with the causes of increase or decrease both in total amount and in the incidence of assessment per acre of each class of soil.
- (4) Collections.
- (5) System of village accounts and of the processes issued for collection purposes.
- (6) Irrigation works.
- (7) Vital statistics.
- (8) Vaccination.
- (9) Sanitation.
- (10) Education and other matters of administrative importance.
- (11) Demarcation and survey marks.

2. The Assistant Collector should freely move amongst the people and fully acquaint himself with their wants.

3. The orders given at the jamabandi of the village or villages placed in his charge should be perused by him and their reasons, date and result ascertained.”

2. In Part I, section II, after paragraph 15, add as 15-A—

“The following is a specimen of a half-yearly report submitted by a Collector on an unpassed Assistant:—

REPORT on Mr. () employment in () as required by section 31 of the Civil Service Manual.

As soon as Mr. () joined the district early in March, he was attached to the Treasury and Account branch of my office, where he underwent training for a few days under the late Treasury Deputy Collector Mr. (). Afterwards he discharged the duties of the Treasury Deputy Collector for about a fortnight or so during the absence of Mr. () on tour of inspection of sub-treasuries. He then attended the Agricultural Exhibition at Salem. Towards the end of () he was placed in charge of the village of () in () taluk, of which village he has been preparing with his own hand, with the help of the curnam,

all the accounts of the revised village manual for fasli 1297 (statements Nos. 1—23 and the permanent registers, A excepted), in order to submit them for the check of the jamabandi officer. One or two special statements connected with the ayacut and inam quit-rent, which were prepared by him, have been examined by me and found to be correct.

He has also been occasionally entrusted with the preparation of abstracts of cases for orders; and he has done them very intelligently and in a business-like manner. There has been nothing wanting on my part to make him acquainted with the various branches of work in the Revenue Department nor has Mr. () omitted to avail himself of the opportunity afforded him. He has studied the rules regarding the preservation and destruction of records, and has been frequently deputed to examine the work of sorting done in the English record-room. The reports received from him on the subject show that he has tried to understand the subject. He was also entrusted with the work of examining the security bonds executed by public servants and has reported satisfactorily on them. Mr. () has also attended the examination by Mr. (), Assistant Inspector of Local Fund Accounts, of the Local Fund and Special Fund Accounts, as well as of the accounts of the () Municipality. He worked zealously and learned a great deal. Again, in order that he may have an insight into the nature of the duties of tahsildars, he is required to look over and correct the rough drafts of reviews of tahsildar's work.

In May last he was invested with the powers of a magistrate of the 3rd class and is exercising jurisdiction over twenty-four villages adjoining () within a radius of 5 miles.

I should add that, while in charge of the village of (), Mr. () has been required to write himself all the vernacular reports required to be sent to the tahsildar by the curnam.”

(True Extract.)

Chief Secretary.

To the Revenue Department.
Superintendent, Government Press.

Exd. C. M. Thambuswamy.

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

QUEST No. _____

ENCLOSURE TO G. No. _____

ORDER OF GOVERNMENT

LETTER OF GOVERNMENT

STATEMENT WITH LISTS

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH
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