Revenue (1897) Department.

MISCELLANEOUS SERIES.

G.O., No. 3291-2

DATED 29th June 1897

[Despatch Abstract.]

The Govt of ~~India~~ Bengal is asked to be addressed in regard to the agreement with the Secy of State and Mr R.L. Prondlock's prospects if he had continued in the Service

Letter

Requesting to be furnished with a copy of Mr R.L. Prondlock's agreement with the Secy of State as well as information on certain points connected with his prospects.

BACK PAPERS.

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

FURTHER PAPERS.

~~G.O.~~	No.	Department.	Date.	G.O.	No.	Department.	Date.
7278 of 97	Ec	No 4650 6-9-97					

Revenue (189) Department.

CURRENT No. 1287

GOVERNMENT OF MADRAS
29 MAY 97

Order

From The Collector of Nilgiris Ootacamund

Nbis on Cur No. 677/97

Dated 27th May 1897

Received 29-5-97

Registered 29-5-97

Enclosures

Spare copies

SUBJECT.

Submitting application for increase of salary to the Curator, Govt. Botanic Gardens and Parks, Nilgiris from 1st April 1897.

Rule 31-4

BACK PAPERS.

G O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.

No. 136

GOVERNMENT BOTANIC GARDENS,

OOTACAMUND, 19th May 1897.

From

R. L. PROUDLOCK, ESQ.,

CURATOR, GOVERNMENT BOTANIC GARDENS AND PARKS,

Nilgiris,

To

The Secretary to Government

Revenue Department

Ootacamund.

SIR,

(Through the Collector & the Nilgiris)

I have the honor to make the following representation to you in regard to my Salary. I may state that I am receiving only Rs 350/- at present. For the last five years I have been receiving annual increments of Rs 20/- per month, and have now reached the limit of the Third Grade of Rs 250/- to Rs 350/- per month in the Service of the Botanic Gardens and Cinchona Plantations, Bengal, to which I was appointed on the 1st January 1891, as per letter No. Mis. 1-C/4 38, Financial Department, dated Calcutta the 28th November 1890, Copy of which is enclosed. Since I came to Ootacamund

L

Dr King, the Director of the Botanical Survey of India and Burmah, has informed me that the "Revised conditions for the appointment of European gardeners for Service in India." had at last been given effect to, and that a "Local Allowance" of Rs 100/- per month had been sanctioned for the Curatorship of the Royal Botanic Gardens, Seebpore, (my late appointment), in accordance with the provision made in Article 10 of the "Revised conditions" above referred to. So that, had I been there still I would, in all probability, have been receiving Rs 450/- per month at the present time. A copy of the "Revised conditions" is enclosed, together with copy of an Extract from a Dispatch No 22, dated 29th April 1896, from the Government of India, Revenue and Agricultural Department, to the Secretary of State for India in which it is considered advisable that all European gardeners

Should

Should be brought under their operations so far as it can conveniently be done without hardship to the individual or undue expense to the State. I have not yet been asked to decide whether I choose to remain under the old or to come under the operations of the New Rules. I venture to presume, however, that Government does not for a moment intend that all those officers who were engaged under the old Rules, or System, shall be compelled to remain on their present Salaries and have no prospect of ever receiving any further increments if they do not choose to accept the terms laid down in the New Rules, while those who do accept them will be entitled to receive increments of Rs 10/- per mensem annually till they reach the maximum of Rs 425/- per

month

month per annum. Under the circumstances I, naturally, regret that I am unable at present to decide whether I would like to go under the New Rules or not, until I learn (1) what the views of Government are on the case, and (2) what terms might be offered to me by Government were I to remain under the old Rules throughout my Service. The enclosed statement will show, so far as I can ascertain, what Salaries officers holding similar positions to mine are receiving at present. In conclusion, I have the honor to request that Government will be pleased to grant me a reasonable increase to my Salary from the 1st of April last.

I have the honor to be,
Sir,
Your most obedient Servant,

The following table shows the names, appointments and Salaries of officers in charge of different Government Gardens and Cinchona Plantations in India at the present time who entered the Service prior to the issue of the New Rules.

Serial Number	Name of Officer	Appointment	Present Salary in Rupees	Where trained	
1.	James Alexander Gammie	Deputy Superintendent, Govt. Cinchona Plantations, Bengal	800	Kew	*a In this case the Salary is made up as follows, viz:— Govt. Horticultural Gardens — 275-0-0 Wingfield Park — 125-0-0 Govt. House Gardens — 25-0-0 Other Gardens — 250-0-0 Total Rs 675-0-0
2.	Matthew Ridley	Superintendent, Govt. Gardens, Lucknow	675*a	Kew	
3	John Cameron	Superintendent, Mysore Govt. Gardens, Bangalore	600	Kew	
4.	James Phillips	Superintendent — Govt. Gardens, Allahabad.	475	Kew	
5.	William Gollan	Superintendent — Govt. Botanic Gardens, Saharunpore.	450*b	Edinburgh.	*b Includes Rs 50/- for arboricultural improvements to the Station.
6.	Robert L. Proudlock	Curator, Govt. Botanic Gardens and Parks Nilgiris	350	Edinburgh and Kew.	

No 4220 Mis

Government of Bengal.

Financial Department.

Miscellaneous Branch.

Calcutta dated the 5th August 1895.

The undermentioned document is forwarded to the Superintendent of the Royal Botanic Garden, Calcutta for information.

By order of the Lieutenant Governor of Bengal

/Sd/ W. Egerton

Under Secretary to the Government of Bengal.

List of Papers accompanying.

A Copy of a letter from the Government of India, Revenue and Agriculture Department No. 13/68-2 dated the 8th July 1895. with enclosures.

Circular No. 13
68-2

From

Denzil Ibbetson, Esqr., C.S.
Offg. Secretary to the Government of India.

To,

The Secretary to the Government of Bengal

Dept. of Rev & Agri
Agriculture.

Simla, the 8th July 1895.

Sir,

With reference to the Correspondence ending with

your letter No. 17 J/F. 824 / 7127 / 71-J-F. / 2641 / 9475 / Telegram / 348-2 N.I / 1101-905. dated the 14th September 1893 / 30th September 1893 / 28th May 1894 / 14th September 1893 / 29th September 1893 / 7th October 1893 / 19th September 1893 / 13th September 1893.)

I am directed to enclose for information and guidance, a copy of a Despatch from Her Majesty's Secretary of State No. 53 Rev., dated the 23rd May 1895, and of the revised conditions sanctioned by him for the appointment of European gardeners for Service in India and to say that these rules will, unless specially extended in individual cases, apply to future appointments only.

I have &c.

Sd/ Denzil Ibbetson
Offg. Secy. to the Govt of India.

Diary No. 1427.

File No. 68.
Serial No. 1.

India Office.
London, 23rd May 1895.

Revenue,
No. 53.

To His Excellency the Right Honorable the Governor General of India in Council.

My Lord,

I have received and considered in Council your letter, No. 44 (Revenue and Agriculture) of the 17th July last, submitting a draft regulations for the future employment of European Gardeners under the Government of India revised in accordance with the suggestions made by the Director of the Royal Gardens, Kew, and communicated to your Excellency with my predecessor's Despatch No. 2 (Revenue) of the 11th January 1894, with certain modifications, which have been accepted by Mr. Thiselton Dyer. I approve of these revised Conditions of appointment of gardeners for Service in India and herewith forward three copies of the Same as now Sanctioned.

I have the &c.

(Sd) Henry H. Fowler.

Revised Conditions
of
Appointment of Gardeners for Service in India,
1894.

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1. All Candidates will be required to pass an examination before the India Office Medical Board, with the view of their fitness for Service in India being ascertained.

2. The original engagement will be for three years.

3. For every Selected Candidate a free Second-Class passage by Canal Steamer will be provided

4. A Sum of 20£. will be allowed for the purchase of an outfit.

5. The original three years' engagement shall be terminable at the end of the third year of Service by Six months' notice on either Side, and a free Second-class passage to England will be provided, but in the case of dismissal for misconduct no free return passage will be provided.

6. If the three years' engagement is not terminated by Such notice on either Side, the gardener will Continue to Serve upon the like

terms

terms and conditions (except as to free return passage), his continued Service being terminable by Six months' notice on either Side.

7. A gardener retained in the Service of the Government after the expiration of the original engagement will be eligible for leave and pension under the rules in force from time to time for Indian Services, the qualifying Service for leave and pension reckoning from the date of his joining his first appointment.

8. Every Selected candidate will, on arrival in India, be posted to the Royal Botanic Gardens, Calcutta, (or to Such other public Garden as may be directed), as a Supernumerary. His pay, while he remains a Supernumerary, will be at the rate of Rs 150. per month. When the Government appoints him to a particular post he will cease to be a Supernumerary, and his pay will be increased to Rs 200. a month. Up to the end of five years' Service this pay will rise by annual increments of Rs 5 per month. After the conclusion of five years' Service the pay then reached will rise by annual increment of Rs 10 until a maximum of Rs 425 per month has been reached.

9. Free quarters, or an allowance in lieu thereof, will

will in all cases be provided.

10. It is open to a Local Government, Administration, or State to grant, under proper Sanction, Such extra local allowances as they may Consider necessary on account of the importance of the charge, expensiveness of living, or other Considerations.

11. A gardener may, by Consent of the Government Concerned, be transferred from one Province or State to another without loss of pay.

12. Gardeners Selected under these rules will be allowed the Same privileges in the nature of exchange Compensation allowance as may be granted to other officers in a Similar position.

No 8 of 1896.

Copy forwarded to R. L. Proudlock Esqr., Curator, Royal Botanic Garden, Sibpur, near Calcutta for information.

Royal Botanic Garden
Sibpur – Calcutta
Dy 30th January 1896

Sd/ G. King M.D.
Brigade-Surgeon Lt.Colonel
Superintendent,
Royal Botanic Gardens,
Calcutta.

Extract from a despatch № 22 dated 29th April 1896 from the Government of India, Revenue & Agricultural Department to the Secretary of State for India.

× × × × × × ×

"These rules apply to future appointments only but we consider it advisable that all European gardeners should be brought under their operations so far as this can conveniently be done without hardship to the individual or, undue expense to the State."

× × × × × ×

№ 31 B.S.I. of 1897.

Copy with copy of the rules therein alluded to forwarded to R. L. Proudlock Esqr. Superintendent Govt. Gardens, Ootacamund, Madras Presidency for information.

Royal Botanic Garden,
Sibpur – Calcutta
dy 4th march 1897

Sd/ G. Kurz
Director,
Botanical Survey of India

No. dnis $\frac{1-C}{4}$ 38

Financial Department.

From

A. J. S. Cotton Esqr.
Secretary to the Government of Bengal.

To

The Superintendent,
Royal Botanic Gardens,
Calcutta.

Calcutta, the 28th November 1890.

Sir

With reference to your letters noted in the margin,
I am directed to say that the Lieutenant Governor
accepts the resignation of Mr Mc Hardy, the curator
of the Royal Botanic Garden at Sibpore with
effect from the 1st January 1891, and in the circum-
stances explained by you agrees to the appointment
of Mr R. Proudlock, Assistant Curator, as curator
of the gardens in Succession to Mr W. Mc Hardy.
Under these orders Mr Proudlock will be pro-
moted to the third grade of the Service in the
Botanic Gardens and Cinchona Plantations,
Bengal, on a Salary of Rs 250/- rising to Rs 350/-
a month.

An application has been made to the
Government

* No. 38 G. dy 22/11/90
" 39 G " " "

Government of India to obtain the Services of another officer in the place of Mr. Proudlock from England.

I have the &c

/Sd/ H. J. S. Cotton
Secretary to the Govt of Bengal.

/True copy/

/Sd/ G. King. M.B.
Brigade Surgeon
Supdt R. Bot. Gardens.
Calcutta.

Revenue Department

Proceedings of the Madras Government.

Read the following letter from the Government of India (Rev. & Agri), dated 8th January 1896 No. 45/87-4.

In reply to your letter No. 5076 Dis., dated the 16th Ultimo, I am directed to say that the Government of India Sanction the appointment of Mr. Proudlock, Curator of the Royal Botanic Garden, Calcutta, to succeed the late Mr. Jamieson as Curator of the Government Gardens at Ootacamund and the continuance to him of the increased pay to which by the terms of his Service under the Government of Bengal he is entitled.

Order thereon, 16th January 1896. No. 172 Dis.

Communicated to the Government Botanist and Director of the Government Cinchona Plantations & to the Accountant General.

2. The following telegram will be despatched to the Govt of Bengal.

"India has Sanctioned Proudlock's appointment as curator Government Gardens Ootacamund on Same terms as appertain to his present post. Please direct him to join ~~forthwith~~ forthwith."

(True Extract)
/Sd/ E. Gibson
Secretary to Government

No. 135.

GOVERNMENT BOTANIC GARDENS,

OOTACAMUND, 19th May 1897.

From

R. L. PROUDLOCK, ESQ.,

CURATOR, GOVERNMENT BOTANIC GARDENS AND PARKS,

Nilgiris,

To

The Collector
of the Nilgiris
Ootacamund.

SIR,

With reference to your letter P. No. 974 dated 27th April, 1897, I have the honor to submit herewith a letter to Government (with enclosures) asking for an increase to be given to my Salary from the 1st April 1897.

I have the honor to be,
Sir,
Your most obedient Servant,

R. L. Proudlock
Curator.

1897.

From

THE CURATOR

OF THE GOVERNMENT BOTANIC

GARDENS AND PARKS,

NILGIRIS,

To

THE Collector

of the Nilgiris

No. 135

Dated 20th } May 1897.
Despatched —"— }

ENCLOSURES. Ten.

Subject.

Submitting application for increase of Salary to the Curator, Govt. Botanic Gardens & Parks Nilgiris, from 1st April 1897.

Forwarded.

D 1,000—8-4-97.

Re: Increase to Mr Proudlock's pay

REVENUE DEPARTMENT.

C. No. 2487 of 97

From the Collector of the Nilgiris

Dated 27th May 1897.

The Hon: Mr Grose C.S.I.
The Hon: Mr Bliss C.S.I.
H.E. the Governor

FOR ORDERS.

The Collector of the Nilgiris submits without remarks an application received from Mr R.L. Proudlock, the Curator of the Govt Gardens and Parks, Nilgiris, for increase of pay.

2. Mr Proudlock was appointed to his present post only in Feb'y 1896 he having previously been employed under the Govt of Bengal as Curator of the Royal Botanic Garden, Seebpore, on a salary of Rs 250-20-350 per mensem. The circumstances under which his transfer to this Pres'y was decided on will be found briefly set forth in the letter to the Govt of India under G.O. no 5075 dy 16th Dec'r 1896 to which attention is solicited. It will be seen therefrom as well as

Mr Proudlock came to Madras on the recommendation of the King of Bengal with the understanding that he did get the same pay here as in Bengal. In Bengal he had attained (or nearly attained) Rs 350 (in the grade of 250-20-350) & in addition previously had Rs 100 per mensem as Superintendent of Lal Bagh, Bangalore, making his pay Rs 450. Two pots flagged A

India to sanction an increase to Rs 350 for Mr P. He now wants an increase of pay. There is nothing in what he has done during the 16 months he has been here to entitle him to it. He represents that under the revised rules for a Service of Europeans Gardeners they get annual increments of Rs 10 a month. They may also have a local allowance, if the Local Govt flagged B gives them one.

Gardeners engaged under the new rules will rise after five years service to Rs 225 to Rs 425, but Mr P. already drawing

C 18/6/97

as from the papers read therein that by the terms of his service under the Govt of Bengal he is entitled to at only a maximum salary of Rs 350 per mensem plus house rent or free quarters, that before his transfer to this Presy he had expressed his willingness to serve this Govt on the same terms as to pay and quarters as appertained to his Bengal appointment and that the maximum pay of his predecessor here having been only Rs 300, this sanction of the Govt of India was applied for as a special case to grant him the increased rate of pay to which under the terms of his appointment in Bengal he was entitled. It was also at the same time ascertained that Mr Proudlock was not admitted to the revised rules for the entertainment of European Gardeners promulgated by the Govt of India with its Circ? under G.O. N°481 dy 23rd July 1895 and from the Govt of Bengal's letter on the subject it does not appear that it had any intention

intention of moving the Govt of India in the matter, the rules as they stood having been meant for application to future appointments only unless specially extended in individual cases

3. Mr Proudlock now states that he has already got to the limit of the maximum pay of his grade and cannot in the ordinary course obtain an increment, that his success in the Bengal appointment has been admitted to the benefit of the rules and gives Rs 100 local allowance which he himself would probably have got if he had continued in the service of the Bengal Govt, that he has not yet been asked to decide whether he would elect to remain under the old or to be placed under the new rules, that he cannot decide the question until he knows what terms would be offered to him under the two sets of rules, that it could never have been intended to limit the pay of the old servants

FOR ORDERS.

as much as they will get after 17 years, whereas he has only earned 6. after he has earned 17 years (if he accepts the new rules) three increments may commence, but not bills them. The Sec. suggests that "if Govt wishes to do anything for Mr P." they will get him past two bars and entitle him to R 235 now & add as local allowance of R 115, so that the total may be R 350. He will then draw annual increments till (after 25 years) his pay + allowance will amount to R 540. I see no grounds for granting a local allowance. There is nothing in the importance of the work to call for it, & the other considerations with regard to it may be granted are the same as those we had calls of other officers at Ootacamund who do not get such an allowance. But I think we are under some sort of obligation to give Mr P. the pay he would have got if he had stayed in Bengal. If not the case therefore, the choice lies of this rising for the 250 - 20 - 350 grade to higher grade & what pay he will have got then

flagged C

flagged D

I agree with all above this, but I cannot agree with this. I don't see any sort of obligation to give

Mr P. what he might have got if he had remained in Bengal. I consider that his next ample pay as here, & that if he is not contented, he had better transfer himself elsewhere

23/5/97

Doctor King said he wanted a change from the hot climate of Calcutta to the cool climate of the Nilgiris.

23

If agree generally with Hon. Members. I do not consider that Mr. Proudlock has earned, either by length of service or by special success in these gardens, any claim for exceptional treatment. I would give him all we can fairly afford to give him, but no more. If we don't know the precise conditions of the post he held in Bengal, or the terms he relinquished it, we should write and ascertain them.

A.H 26.5.97

men to Rs 350 per mensem ~~the~~ and that officers in other Provinces holding similar appointments get more pay than himself. He therefore requests that a reasonable increase to his pay may be sanctioned with effect from 1st April last.

2. Mr Proudlock apparently wants the Govt to consider that the maximum pay of a gardener under the new rules being Rs 425 he (the new man) is much better off than an old service man whose pay is limited to Rs 350 per mensem. It is however submitted that this is not the case. Mr Proudlock entered the service only in 1891 and in five years i.e. by 1st april 1896 he rose from Rs 250 to Rs 350. If the new service rules had been in force at the time of his first appointment he should now have been drawing only Rs 235 and would not also have been eligible for free quarters or house rent. It takes 25 years for a man under the new rules to

The Ottomeund charge is more limited than that

The reply to Mr Proudlock should be that the Govt are not disposed to modify the terms on which he accepted his transfer from the Transvaal service to the Bengal Govt, and that he can be brought under the operation of the new rules only on the understanding that he accepts also the restrictions of those rules.

AH 26.6.97

Notwithstanding the fact 250 - 20 - 350 is not [illegible] Can by note time [illegible]

250 - 20 - 350

i.e. $250 + \frac{2}{3}$ of $(350-250)$

i.e. $250 + \frac{200}{3}$

i.e. $316\frac{2}{3}$

=

275 - 22 - 385

i.e. $275 + \frac{2}{3}(385-275)$

i.e. $275 + \frac{220}{3}$

i.e $348\frac{1}{3}$

200 - 5 - 225

i.e. $200 + \frac{2}{3}$ of 25

i.e. $216\frac{2}{3}$

Ψ mean between 225 & 425 is Rs 325

↑ $\dfrac{216\frac{2}{3} \times 5 \times 12 + 325 \times 20 \times 12}{25 \times 12}$

i.e. $\dfrac{\left(\frac{650}{3} \times 5 \times 12\right) + (325 \times 240)}{25 \times 12}$

i.e. $\dfrac{13000 + 78000}{25 \times 12}$

i.e. $\dfrac{81000}{300} = 270$

Why? Under Rule 9 "Free Quarters, or an allowance in lieu thereof will in all cases, be provided"

to get Rs 425 per mensem. The average pay of an old service man is Rs $316\frac{2}{3}$ or including house rent or the value of free quarters taken at 1/10 of the salary Rs $348\frac{1}{3}$ ≠ The average pay of an officer under the new rules during the first five years of his service is however only Rs $216\frac{2}{3}$ thus for the remaining 20 years he would be eligible to draw Rs 325 Ψ on the average. During these 25 years the average pay of the new service man would be only about Rs 270 ↑ per mensem. It will thus be seen that the old service rules are on the whole more favourable than the new and if Mr Proudlock elect to come under the new rules he will not only have to give up his free quarters i.e. have his pay virtually reduced by Rs 35 per mensem but will also be not eligible for promotion or increase of pay for another 12 years (vide art 171 of the C.S.R.). It will no doubt be greatly advantageous to him if he is admitted merely to

to the benefit of the new rule
10 which empowers local govts
to sanction "such extra local allow-
"ances as they may consider ne-
"cessary on account of the im-
"portance of the charge, expensive-
"ness of living or other considerations"
this' it does not seem quite
reasonable to allow him to take
advantage of all the benefits and
none of the evils attending on the
application of the two sets of rules.

5 The conditions
under which an allowance of
Rs 100 per mensem is said to have been
given to his predecessor in Bengal
or the officers in other Provinces
are drawing a higher rate of
salary than Mr Proudlock are
not known. In any case, Mr
Proudlock has put in only six
years service, his appointment
in this Dept was sanctioned
so late as Jan. 1896 on the
distinct understanding that
he would serve this post on the
same terms as to pay and
quarters as appertained to the
post he held under the Govt of Bengal
and

flagged E

flagged F

B.N.M.
10.VI.97

and that his predecessor here
the late Mr Jameson who had been trained as a gardener
like Mr Proudlock had been
drawing only Rs 300 per mensem
for about 17 years prior to his
death in 1895. It is in these
circumstances submitted that
it is not clear how a case can
be made out for sanctioning
an increase of pay now to Mr
Proudlock. Any increase to his
present pay will require the
sanction of the Govt of India
(vide art 93 of the C.S.R.)

W.R.L.
12.6.97

It is submitted that if Govt
wishes to do anything for Mr
Proudlock the best way to do it
is to put him first under the new
rules and grant him a local
allowance which will make his
Scale pay + the local allowance
equal to his present pay. Mr
Proudlock will be entitled to
235 Rs a month under the new
rules the Govt 250 Rs and a free
house. It will be necessary then

to go to India to join him a local allowance of 115 Rs and a house. Offr that he will get increments as allowed by the new rules. Ins. Broadbent will know if he asked whether he is willing to adopt the new rules.

17/6/97

Secy
(from orders)

Read Cus 4487 of 97

Order misc. no. 3291 of 29th June 97

Ordered that the following letter be despatched to the Govt. of Bengal

Mes
29/6/97

Letter no. 3292

To

The Secy to the Govt of Bengal
Financial Dept

Sir,

Adverting to your letter no 763 F/7 dy — Nov: 1895 regarding the transfer of the services of Mr R.L. Proudlock for employment as Curator of the Govt Gardens, Ootacamund, I am directed to request that, with the permission of His Honour the Lieut Governor, this Govt may be furnished ~~at an~~ with a copy of the agreement which Mr Proudlock entered into with the Rt Hon: the Secy of State in connexion with his Indian appointment. I am also to enquire whether,

~~above the grade of Rs 250 - 20 - 350~~

Ses 3-7-97

in

~~in which two Proved both were~~
~~serving at the time of his transfer~~
~~to the Punjab~~ there were any grade
or grades in the department to which the below cited above the grade of
Rs 250 - 20 - 350 in which he was serving at the time of his transfer to the Punjab
and if so what the salaries
attached to such grade or grades
were and whether, ~~at the time of his transfer~~
~~in the ordinary course~~ he had any chance
~~of rising thereto~~ in case he had con-
~~tinued in the service of the~~
~~Govt of Bengal~~ he can be had
Continued in his service
29.VI.91 if the Govt of Bengal
he had, at the time of
his transfer, any chance
of rising there to in the
ordinary course.

Allen
29.6.91

When given for copying ____
When copied ____
When examined ____
When signed ____
} 189.

READ AGAIN G.O., No 189 DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT	A	A	A	A	A	A	A
LETTER OF GOVERNMENT.							
~~EXTRACT~~ WITH DITTO.							
PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.							

N.B.—
A = Copy in full..
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only

30-7-12
9-4-12
2-10-15
2 or 9-16