

EAST AFR. PROT
7050

7050
Recd
Recd 12



Gov's Copy
Bowling

1915

7th January

Last previous Paper
Gov
13503/14

MEDICAL CERTIFICATES

Reports existing system now working more smoothly. Encloses copy of Circular issued on subject.

Mr. Ziddan

H. 22

15/II/15

13503/14

Mr. B. B. B. B.

Mr. B. B. B. B. is a fairly accurate transcript with local adaptations of the rules sent out on 13503/14. I don't know how they think we require two copies of the report of a Med. Bd. I rather wish to tell you we don't, as it drives why a Conf. Health Report should be rendered in quadruplicate - test for Chief Sec. 1 for PMU, 1 for ... should be enough - But they have copied too faithfully the ... mistake ...

Next subsequent Paper
see file
6483

22082/14 NY. — I think we had
better write to them as to Gaulin's
that paper.

AT 24/13

For say that one copy of the M.B.
report is enough — & similarly in the
case of the Conf. & Report of the
reason for the quadruplication is
to give us two.

MS 25/15

at once

H. J. D.

25/11/15

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WCS 25/15

at once

W. J. R.

25/11/15

7050

GOVERNMENT HOUSE,
NAIROBI,
BRITISH EAST AFRICA.

EAST AFRICA PROTECTORATE

(No. 9)

January 7th 1916.



4356-40

Sir,

Gov
13503

Circular
5. 1. 16

I have the honour to acknowledge the receipt of your despatch No. 992, of the 6th of November last, on the subject of the transmission of medical certificates of officers proceeding on leave.

2. The existing system is now working more smoothly, and the necessity of complying with the prescribed routine has been impressed upon all officers of the Protectorate. A copy of a Circular, which has recently been issued on the lines of that enclosed in your despatch, is forwarded herewith.

x 4013503 w
W.A. 11 11 1016

I have the honour to be,

Sir,

Your humble, obedient servant,

GOVERNOR & Deputy

THE RIGHT HONOURABLE
LEWIS HARCOURT, P.C., M.P.,
SECRETARY OF STATE FOR THE COLONIES,
DOWNING STREET,
LONDON, S. W.

Mrs. Han

REC
THE SECRETARIAT,
NAIROBI.

SECRETARIAT CIRCULAR No. 1

DEPT. JANUARY, 1915.

European Staff.—Health Reports, Etc.

1. Every officer is required to retain in his possession a "Medical History Sheet" on a form which will be supplied to him by Government. This document will be regarded as strictly confidential.

Medical history sheet retention of by officers

2. The Medical History Sheet will remain in the possession of the officer himself and no duplicate will be made. It must be produced by a Medical Officer on every occasion when the latter either attends him when ill, or medically examines him.

Procedure to be observed by holders of "Medical History Sheet"

The Medical Officer will make the required entries on the sheet.

3. Every officer is required upon the expiration of the penultimate month of his current tour of residential service to present himself to the nearest available Medical Officer for medical examination.

Instructions concerning Medical Examination

4. The Medical Officer is required to fill in the prescribed form of Medical Certificate in triplicate and

Procedure to be observed by Medical Officers in connection with Medical Certificates.

- (a) himself post one copy direct to the Under-Secretary of State for the Colonies, so that it shall reach England by the same mail as that by which the officer concerned is due to proceed on leave.
- (b) despatch the second copy to the Principal Medical Officer, with a statement enclosed upon it that he has posted a copy direct to the Colonial Office. The third copy he will retain for himself.
- (c) In the case of a military officer or a military officer seconded for civil employment, a second copy of the certificate must be forwarded to the Colonial Office for transmission to the War Office.
- (d) The Medical Officer will also give to the officer a form containing advice regarding his health on the voyage and while on leave.

Medical Certificates must be regarded as confidential documents and should be marked "confidential" on the top left hand corner.

5. When an officer arrives in England he will receive instructions to present himself to one of the Medical Advisers of the Colonial Office if that course is recommended by the Medical Officer giving the certificate and in any case he will be required to show that the recommendations of the Medical Officer are being carried out.

Officers to carry out recommendations of Medical Officer

6. If an officer requires medical attendance during the voyage to England, or during his leave of absence, and remains ill for one week, he must report the fact to the Under-Secretary of State for the Colonies and send a fortnightly report from his Medical Attendant as long as he remains under his care.

Illness of officer on voyage or during leave

7. Unless these rules are complied with an officer will not be entitled to pay during any extension of leave which it may be necessary to grant him on the ground of ill-health.

Officers not entitled to extension of leave on salary unless rules carried out.

8. Every officer invalided will be examined by a Medical Board composed under ordinary circumstances of a Senior Medical Officer as President and one or two Medical Officers as members. The Board should be held at the port at which the officer will embark or, if this is not

Medical Boards.

feasible, at any convenient station through which the officer passes on his way to the Coast, where two or more Medical Officers are available.

Procedure to be observed by Medical Boards.

9. The Medical Board will be provided with a medical report of the case by the Medical Officer previously in attendance, and its report and recommendations should be made on the form prescribed. One copy will be sent to the Principal Medical Officer, and three to the Secretariat, two being for transmission to the Colonial Office and one for record.

Confidential health reports to be rendered on certain occasions.

10. In cases where an officer is on medical advice recommended for Sick leave, or where his health is such as to render his further residence in East Africa a matter of doubtful advisability, a "confidential health report" must be rendered conjointly by the Medical Officer in attendance and the Head of the officer's Department. In the case of Heads of Departments the report will be signed by the Chief Secretary.

Amongst the cases in which an officer, though not invalided, is directed to present himself to the *Medical Advisers of the Colonial Office*, there will be special ones in which it will be desirable that this report should be rendered, though it will of course not be necessary in the great majority of cases in which officers are directed to consult a *Medical Adviser of the Colonial Office* on arrival in England.

Procedure to be observed in connection with confidential health reports.

11. The confidential health report must be rendered in quadruplicate by the Medical Officer and Head of Department concerned, three copies being transmitted without delay to the Chief Secretary, and the fourth to the Principal Medical Officer.

These reports should be so rendered as to enable the Governor to transmit a copy to the Colonial Office by the same mail as that by which the officer concerned is due to leave the Coast, or if this is not possible not later than by the next steamer.

To be treated as confidential.

12. In the case of Reports of Medical Boards and Confidential Health Reports care should be taken that they are sent to the Secretariat and Principal Medical Officer under confidential cover.

No other copies to be furnished.

13. No copies of medical certificates, confidential health reports, or reports of Medical Boards on officers may be furnished other than those indicated above.

Immediately the relatives of officers invalided.

14. In cases where an officer is invalided to England (provided such invaliding has not been caused by his own fault) if he so desires the Government will intimate the fact by telegraph to the Crown Agents at Government expense for the information of the officer's relatives.

by His Excellency's Command,

C. C. BOWRING,

Chief Secretary.

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These reports should be so rendered as to enable the Governor to transmit a copy to the Colonial Office by the same mail as that by which the officer concerned is due to leave the Coast, or if this is not possible not later than by the next steamer.

To be treated as confidential.

12. In the case of Reports of Medical Boards and Confidential Health Reports care should be taken that they are sent to the Secretariat and Principal Medical Officer under confidential cover.

No other copies to be furnished.

13. No copies of medical certificates, confidential health reports, or reports of Medical Boards or others may be furnished other than those indicated above.

Not to be treated as private of officers invalided.

14. In cases where an officer is invalided to England (provided such invaliding has not been caused by his own fault) if he so desires the Government will intimate the fact by telegraph to the Crown Agents at Government expense for the information of the officer's relatives.

By His Excellency's Command,

C. C. BOWRING,

Chief Secretary.

7050/1915, Cal

45.

Private
9 March 1915.



Sir,
I have the honour to acknowledge the receipt of your despatch, No. 9 of the 7th of January, and to ~~inform you that~~ transmit to you, for your information, the accompanying copy of memo. with the first part of Nigeria relating to the notification to the Colonial Office of cases of the invaliding

DRAFT.

Cal.
No. 152

Mr. W. H. Belfield

MINUTE.

Mr. Harpa 26/2/1915.

Mr. Addison W. A.

Mr.

Mr.

Sir G. Fiddes.

Sir H. Just.

Sir J. Anderson.

Lord Islington.

Mr. Harcourt.

29 Dec. 1914 No 1938
9 Jan. 1915, No 15
22 Feb. 1915, No 152

110

of officers.

2. The Nigerian fort.

Notice to which reference
is made in this
correspondence was
communicated to you
in my despatch No.
992 of the 6th of
November.

[Sir
18503/19/16
Capt.]

3. I have to add that
one copy only of the report
of a medical board need
be sent to the Col. Office,^{Dist.}
and two as stated in copy
of the rules forwarded with your
despatch, and also that one copy
only of the ^{final} health report
is required. Rule 11 may therefore
be amended, if the reason for
quadruplication was to provide
for the transmission of two copies

Sr