

IIT Madras

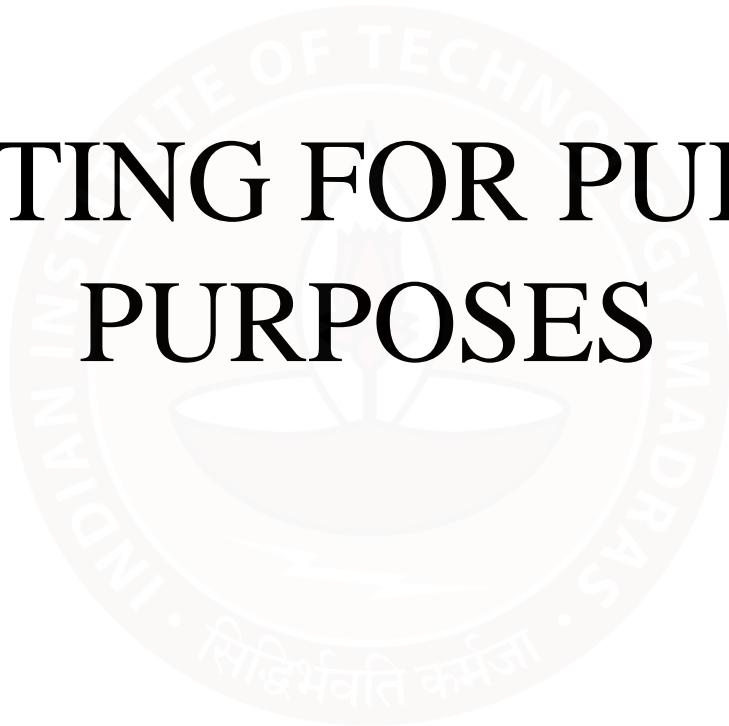
ONLINE DEGREE

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WRITING FOR PUBLIC PURPOSES



WRITING FOR PUBLIC PURPOSES

- On problems, public issues etc.
- Need for precision, brevity, facts, etc.
- Importance of being formal and factual

PUBLIC ISSUES

- What is a civic problem?
- A man-made problem- Most problems in the world are man-made problem.
- Crime, corruption, chaos, pollution, poverty, discrimination, exploitation, environmental problems, overconsumption etc.

QUESTION

In about 150 words, write a letter to the Chairman of your city corporation drawing their attention to the water logging on the road near your house.

Hint:

Problem of drainage – absence of municipal services – disturbance to traffic – hazards for pedestrians – health hazards to residents – unaesthetic look – cleaning and repair of drainage required – funds can be raised, etc. – importance of good roads.

~~THIS STORE IS NOT~~
THIS STORE IS NOT
open today Becos
IT IS CLOSED...
by meneja.

FIRST DRAFT

To: The Chairman,
City Corporation of Swamitipuram
Chennai 600 002

26 Jan, 2019

Sub : Water logging on road – reg.

Sir,

I wish to draw your attention to the unhygienic condition and traffic hazard prevailing in this area due to water logging on the main road here.

Even a drizzle or milder rainfall results in accumulation of water on the road. Motor vehicles passing through this road have no idea of the depth or the condition of the road under water, and as they drive at their usual fast speed, they not only splash water all around, they also cause hazard to other vehicles and pedestrians nearby. A photograph of the spot is attached.

Drainage on the left of the road going to Mallapuram and drinking water supply line on the right going to Indirapuram are both overflowing mixing drinking water and sewage, and rendering all the water in both the lines and above arsenic and unusable. This has also resulted in huge health hazards for residents of the locality. It has become a breeding ground for mosquitoes and other parasites. Stench from the cesspool there is so strong that residents all round cannot open the windows of their houses. Something must be done urgently.

Please, have the drains inspected and blockages removed from there, so that the accumulated water can flow away freely. The entire area must be sanitized with anti-mosquito spray. Damaged roads must be repaired and traffic marks must be made clearly visible from standard distance. And residents may, please, be compensated for any damages they or their property may have suffered on this account. Until such a time as these measures are taken, traffic passing through this road may be diverted to another road. Some determined action is urgently required to prevent a huge epidemic caused by this unwelcome pool of water.

With best regards,

Information gathering:

statistical – anecdotal – local – global – general
– particular – types of problem – quantities of
each of them. – number or unit wise, etc.

FINAL DRAFT

To: The Chairman,
City Corporation of Chennai
Chennai 600 002

26 Jan, 2019

Sub : Water logging on road – reg.

Sir,

Some action is urgently requested to remove water logging on the road here. It causes traffic hazard, insanitation, breeding of mosquitoes, and stench all around. Last week three vehicles got stuck, and had to be pulled out by crane.

Two passengers have already been hurt. Some have complained of skins allergies. And many have complained and shouted at the drivers. Drivers splash water wetting the clothes of walkers. Cases of water borne disease are rising. A photograph is attached. Please, have the drains inspected and blockages removed, so that the accumulated water can flow away freely.

The entire area must be sanitized. Damaged roads must be repaired and traffic marks redrawn. Residents may, please, be compensated for damages. Until some measures are taken, traffic may be diverted to another road. Water supply lines must also be checked for leakages. Laying new lines may be a welcome step.

With best regards,
Santosh Gupta

Attached photograph:



What has changed in different drafts :

FIRST DRAFT	FINAL DRAFT
291 Words, little info	148 Words, lots of info
Usual redundancies	
and traffic hazard	X
Even a drizzle ...rainfall	Even a shower...

Sentence Construction

Motor vehicles passing through this road have no idea of the depth or the condition of the road under water, and as they drive at their usual fast speed, they not only splash water all around, they also cause hazard to other vehicles and pedestrians nearby.

Drivers have no idea of the road under water. They drive fast, splashing water. They are a threat to other drivers and vehicles.

ACTIVITY

Write a letter on any of the following topics to the editor of a local newspaper requesting them to highlight the issue raised by you.

- a. Light pollution in your residential locality,
- b. Noise pollution in your area,
- c. Supply of unclean water in your area,
- d. Need furniture for students,
- e. Difficulties in managing mid-day meals.

Thank you!