

APPENDIX XXVIII

(Regulation 543)

Index to the Court Conviction Register and System of Indexing Names.

1. A key explaining the system of indexing will be found in the table below.

2. The following system of indexing names shall be adopted:

a) The letters of the alphabet are divided into 15 groups of initial letters which are further subdivided into a greater or less number of subordinate groups. No heed is taken of medial vowels or nasals, the determination of the subordinate group being regulated solely by the consonant other than a nasal which terminates the syllable of the name. Thus, any one searching for Maniruddin should turn to the pages allotted to initial letter group (M) and subordinate group (N). Panchoo will be found under initial letter group (P) and subordinate letter group (C), (Ch), (Chh). Other examples will be found in the explanation to the key.

b) Words like Maulvi, Shaikh, Syed, Meer and Merza are honorifics, and shall not be taken into account in classifying. Thus the name Maulvi Fakirruddin shall be indexed as Fakirruddin, Maulvi. Where names begin with a compound letter, the initial letter only determines the group, thus:- Krishna will be found under (K. Kh.) initial letter group, subordinate group (S. Sh.); Brajendra under (B. Bh.) initial letter group subordinate group (J. Jh. Z.). The W or O terminating words like Deo, Bhow, Shew or Sheo, is for indexing purposes treated as (b); thus Deo will be entered under (D. Dh.), subordinate group (B. Bh.). Where persons are convicted under a name and alias both name and alias shall be separately indexed.

c) In cases where the same man has been convicted more than once, cross reference shall be made against each conviction as shown below:

At page 25.

Cf. 28-30, Volume 1-91, Hyder Ali, S.O. Mean Bux.

At page 28.

Cf. 25-30, Volume 1-91, Hyder Ali, S. O.. Mean Bux.

At page 30.

Cf. 25-28, Volume 1-91, Hyder Ali, S. O. Mean Bux.

d) The index must be carefully examined and when the same occurs in more places than one cross references should be noted in red ink on the left of the name, the page number and year of conviction register being given in black ink on the right as usual. This will ensure all conviction against Hyder Ali being found.