

The Colonial Office List of 1909 publishes the Regulations for His Majesty's Colonial Service as they were at that time (unchanged since those of 1878?) including Instructions to Governors respecting "Correspondence with the Colonial Office":

172. Governors or officers administering governments must address the Secretary of State for the Colonies in all correspondence with His Majesty's Government. Every communication, therefore, to whatever public department in this country it may more immediately relate, must be addressed to the Secretary of State for the Colonies, with the exceptions mentioned in regulations 192 to 207.

173. Despatches are classified, and should be dealt with as follows:

(1) Numbered despatches which the Governor is to lay before his responsible advisers or the Executive Council, as the case may be, unless there be some special reason to the contrary, which should be reported to the Secretary of State in a confidential despatch. Such despatches may be published unless express directions are given to the contrary. Circular despatches and despatches from the Secretary of State marked "Accounts", "Honours", or "Miscellaneous" are to be treated in all respects as numbered despatches, unless also marked "Confidential" or "Secret".

(2) Formal correspondence, such as schedules and records of telegrams, which should not be numbered.

(3) Confidential despatches which the Governor may, if he thinks fit, communicate under the obligation of confidence to his responsible advisers or to the Executive Council, as the case may be. No confidential despatch, either to or from the Secretary of State, may be made public without his permission. The Secretary of State will only publish such despatches if he considers it desirable in the public interest, and will, as a rule, consult the Governor before doing so.

(4) Secret despatches, the contents of which the Governor is forbidden to communicate to any one without express authority from the Secretary of State.