

500-4-10-47.
[B.]
Educational (1908) Department.

ORDINARY PRINTED.

G.O., No. 672

DATED 21. 9. 08.



[Despatch Abstract.]

Building grants.

Considering it essential that plans & estimates submitted by Managers of schools and other Educational institutions with applications for — ^{and that estimates should be prepared on the form prescribed by Govt.} — should be prepared & signed by a competent person ^{and directed} and ~~be sent~~ to the S.P.O. to see that all plans & estimates submitted to Govt. are prepared ^{accordingly and that} in accordance with the instructions already issued by him are complied with.

BACK PAPERS.

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

FURTHER PAPERS.

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

Government of Madras.

EDUCATIONAL DEPARTMENT

Recd.

Enclosures

Regd.

1908.

Spare copies

G.O., No. 672, 21st September 1908.

Building grants.

Directing that plans and estimates submitted by managers of schools and other educational institutions with applications for — should be prepared and signed by a competent person and that estimates should be prepared on the form prescribed by Government.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

Order—No. 672, Educational, dated 21st September 1908.

The attention of Government has been called to the fact that plans and estimates submitted by managers of schools and other educational institutions with applications for building grants are in many cases roughly and incorrectly prepared and that many necessary structural details are omitted. This leads to considerable delay in their scrutiny and often necessitates the preparation of fresh designs and estimates by the officers of the Public Works Department. In consequence it not infrequently happens that the cost of the buildings is raised to a figure considerably in excess of that anticipated by applicants.

2. In order to avoid this delay and uncertainty, the Government consider it essential that such plans and estimates, intended for submission to Government, should be prepared and signed by some competent person. The estimates should invariably be prepared on the form prescribed by Government for use in the Public Works Department, copies of which can be obtained from the nearest Executive Engineer or Sub-Divisional officer of the Public Works Department and the instructions issued by the Director of Public Instruction in his Circular No 3971, dated 29th May 1907, should be complied with in all respects. The Director of Public Instruction is requested to see that all plans and estimates submitted to Government with future applications for building grants are prepared in accordance with the above instructions.

(True Extract.)

H. D. TAYLOR,
Secretary to Government.

To the Director of Public Instruction.
,, Public Works Department, with reference to paragraph 2.
Editors' Table.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 672, EDUCATIONAL, DATED
21st SEPTEMBER 1908.[SUBJECT.—*Form of preparing plans and estimates for grant-in-aid buildings.*]

EXTRACT from the notes relating to the payment of a grant of Rs. 5,100 for the construction of a hostel in connection with the Basel German Mission High School, Calicut—

PUBLIC WORKS DEPARTMENT.

2. The plan and estimate submitted by the Mission were most roughly and incorrectly prepared, many necessary structural details being omitted in both. A great many of the plans and the estimates so submitted to Government have similar defects. I would suggest that it is desirable to make it known that such plans and estimates intended for submission to Government must be properly prepared by some competent person, the estimate on the form sanctioned by Government copies of which can be obtained from the nearest Executive Engineer or Sub-Divisional Officer, Public Works Department. This would save much delay and also the disappointment probably experienced by the Educational or other private bodies concerned as a result of the delay and of finding their buildings will cost more than they anticipated. As regards rates, it might be understood that the rates proposed by such private bodies, being assumed to be those for which they are in a position to get the work done, will be accepted, provided that they are not excessive.

P. HAWKINS—7-7-08.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

The point at A should be dealt with separately as a general question.

H. D. TAYLOR—12-8-08.

The draft order placed below is submitted for approval. If approved, it may be sent to the Public Works Department for acceptance. It does not appear to be necessary to make any reference in the draft order to rates, with reference to the last portion of the Public Works Department note *supra*.

P.R.—26-8-08.

K. RANGASWAMI AYYANGAR—26-8-08.

The draft carries out the suggestion of the Public Works Department, but before any action is taken, the Director of Public Instruction might see it u.o. for any remarks he may have to offer.

C. A. SOUTER—27-8-08.

H. D. TAYLOR—28-8-08.

To the Director of Public Instruction.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

I enclose a copy of the Director's Proceedings, No. 3971, dated 29th May 1907, which will show that fairly detailed instructions are already issued to applicants for building grants. To this I will add an instruction about the estimate forms and I might also add that the plans and estimates will be returned if, in the opinion of the Public Works Department, they are not properly prepared or I might say that a fee will be charged if fresh designs or estimates have to be prepared by the Public

Works Department, to be deducted from any grant that may be sanctioned. This would, however, only result in transferring funds from Educational to Public Works Department and I therefore suggest the return to the manager of unsuitable plans or estimates. The Public Works Department must be the judge of the unsuitability or otherwise.

And would complicate accounts.

H. D. TAYLOR.

A. G. BOURNE—11-9-08.

ENCLOSURE.

Proceedings of the Director of Public Instruction, Cur. No. 3971, dated 29th May 1907.

The Inspecting officers of the department are requested to see that the Managers of institutions applying for building grants under the Code comply with the following requirements and to note that inattention to such requirements causes unnecessary correspondence and entails delay:—

(1) All applications for building grants should be submitted in the form prescribed in the Code, which is in force at the time of application, through the Inspector or Inspectress as the case may be, and should be accompanied by a short history of the institution and a concise account of its financial position. If there has been any striking variation in the strength of the school during the past five years the fact should be noted.

(2) The application should be accompanied by the necessary plans and estimates which should be prepared by a professional man and these should bear the signature of the Manager of the institution and also that of the person who prepares them.

(3) If the grant is required for erection of new or extension of old buildings a plan of the site drawn to scale should be submitted and this should indicate—

(a) the position of the school buildings; (b) out-buildings; (c) play ground; (d) drains and latrines; (e) entrances; (f) boundary walls or fences and adjoining buildings; (g) roads; (h) the points of the compass; (i) the levels of the ground at the principal points; (j) the distance and height of adjoining buildings; (k) the nature of the soil and subsoil with their depths.

(4) If the building is to have two stories a plan of each story should be submitted. The plan should be drawn to scale. In all cases the number of scholars provided for in each room and the purpose for which each room is intended should be stated. In cases of enlargement, the buildings as they exist should be shown in black ink and the proposed enlargements in red ink.

(5) Sections and elevations should be shown.

(6) The drawing should be drawn in ink on tracing cloth.

(7) All plans should be dated: the scale should be clearly shown and the dimensions of each room clearly marked.

(8) Copies of the plans after they have been approved by the authority sanctioning the grant should be taken and kept for the Managers' use, the original approved plans, etc., being returned for retention by the department.

(9) A detailed estimate and an abstract estimate of the proposed expenditure including all outlays which can be foreseen should be submitted in the forms given below:—

A.—Estimate Form—Detail Measurements.

Detail of work.	Number.	Measurements in feet.			Area or contents.	Total quantity of each description of work.
		Length.	Breadth.	Depth.		
1	2	3	4	5	6	7

B.—Estimate Form—Abstract.

Quantity.	Description of work.	Rate.	Per.	Amount.	Total.
1	2	3	4	5	6
		RS.		RS.	RS.

(10) Revised or amended plans and estimates, when submitted, should be accompanied by those formerly considered by the department.

(11) Delay in disposal of applications is sometimes inevitable owing to necessity for their submission to Government—reference to the Public Works Department, etc. But such delay can in no case be regarded as a reason for disregarding article 57 (ii) of the Grant-in-Aid Code.

(12) In applying for grant the Manager should certify that the funds at his disposal will, when added to the grant applied for, be sufficient to meet the full cost of the work.

(13) In the case of elementary schools under the management of non-corporate bodies, the Inspecting officers should state in what way the interest of Government in the building is to be safe-guarded and should discuss the possibility of the building being erected by the Local Board concerned and the institution being taken under its control.

(A true Extract.)

T. T. LOGAN,
Ag. Director of Public Instruction.

To the Inspectors and Inspectresses,
with spare copies for Managers of
Secondary Schools and Colleges.

EDUCATIONAL DEPARTMENT.

The difficulty in Public Works Department would be that time would be wasted in examining plans and estimates before it was discovered that the forms adopted were inconvenient and unsuitable. Some standard forms for general adoption would seem suitable.

However, the Public Works Department may be asked whether the instructions issued in the Director of Public Instruction's circular of 29th May 1907 will suffice. It includes an "estimate" form.

H. D. TAYLOR—14-9-08.

To the Public Works Department.

PUBLIC WORKS DEPARTMENT.

The instructions conveyed in the Director of Public Instruction's circular of 29th May 1907 are quite complete and would entirely meet the case if they were complied with, but this is not being done. I would suggest that the order proposed would probably serve to emphasise the instructions already given by the Director of Public Instruction, and would further suggest that the words "and the instructions conveyed in the Proceedings of the Director of Public Instruction, Cur. No. 3971, dated 29th May 1907, should be complied with in all respects" be added after "department" in the order.

P. HAWKINS—16-9-08.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Government should issue their own instructions and not merely refer to the proceedings of the head of a department, but as the present order covers the same ground, there seems no objection to the addition proposed though in view of the concluding sentence of the draft it seems unnecessary.

H. D. TAYLOR—18-9-08.

The draft is approved, with the Public Works Department addition relevant to the Director of Public Instruction's circular. There is no objection to such reference here.

Copy must go to Public Works Department, so that they may issue instructions to Executive Engineer and Sub-divisional Officer to be prepared to supply forms.

G. S. F[ORRES]—19-9-08.

Issue.

H. D. TAYLOR—21-9-08.

[G.O., No. 672, Educational, dated 21st September 1908.]

ORDER:-

P.S.

attention &

The Government have recently

noticed that many of the plans and estimates submitted by Managers of Schools and other educational institutions ~~alone~~ with applications for building grants are roughly and incorrectly prepared and that many necessary structural details are omitted. This leads to considerable delay in their scrutiny and often necessitates the preparation of fresh designs and estimates by the Officers of the Public Works Department. In

consequence the cost of the buildings is frequently raised to much more than the persons who prepared the estimates anticipated.

2. In order to avoid this delay and uncertainty, the Government consider it ~~desirable~~ ^{essential} that such plans and estimates, intended for submission to Government, should be prepared by some competent person. The estimates should invariably be prepared on the form prescribed by Government, copies of which can be ~~had~~ ^{obtained} from the nearest Executive Engineer or Sub-Divisional officer of the Public Works Department. The Director of Public Instruction is requested to see that all plans and estimates submitted ~~to~~

has been called to the fact that

in many cases

that a request happens to be made frequently considerably in excess of that anticipated by the person applying for grants. approvals

and signed

for use in the Public Works Dept.

and the instructions given to the Public Works Dept.

and the instructions issued to the P.W.D. under No 3571

On 2nd May of 08 he copied into each request

Hand

2.

b *2 P*

to Government with future applications
for building grants are prepared in
accordance with the above instructions.

26
27.8.08

Cbs
27.8.8.

ltz
25.8.8

D.P.D.

D.P.W. with reference to.
para 2 copy
with extract of this note.

DESPATCHED
23 SEP 1908
74

To the D.P.I.
" P.W.D.

First copy sent to Press.

Returned for signature.

Despatched in print.

READ AGAIN G.O. No.
190

DATED

CURRENT No.

ENCLOSURE TO G. No.

ORDER OF GOVERNMENT.

Notes

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

LEAVES NOT FILLED UP, BEING MEANT FOR DICTATED
IN ORIGINAL.

N.B.—

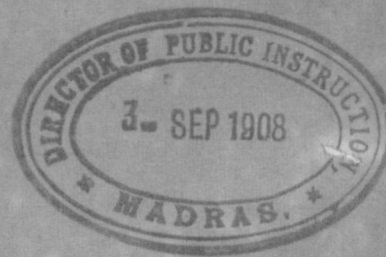
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