

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1908.

Enclosures

Spare copies

G.O., No. 711, 13th October 1908.

College of Engineering.

Directing the publication in the *Fort St. George Gazette* of a notification containing certain alterations in the rules of the — proposed by the Director of Public Instruction.

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Directing the publication in the *Fort St. George Gazette* of a notification containing certain alterations in the rules of the — proposed by the Director of Public Instruction.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

Read—the following papers :—

I

G.O., No. 159, Educational, dated 20th March 1907.

ABSTRACT.—Approving the revised rules submitted by the Director of Public Instruction relating to the constitution and working of the College of Engineering and ordering their publication in the *Fort St. George Gazette*.

II

G.O., No. 342, Educational, dated 7th May 1908.

ABSTRACT.—Sanctioning the introduction from July 1908 of separate courses of instruction for the Civil and Mechanical Engineer classes of the College of Engineering, Madras, and approving the syllabuses and the revised scheme of marks for the two classes.

III

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction, Madras.

To—the Secretary to Government, Educational Department.

Dated—the 16th July 1908.

No.—Ref. on Cur. 1414.

With reference to G.O., No. 342, Educational, dated 7th May 1908, sanctioning separate courses of instruction for the Civil and Mechanical Engineer classes of the College of Engineering and approving the syllabuses and the revised scheme of marks for the two classes, I have the honour to submit herewith, in duplicate, a draft of the alterations that will be rendered necessary in the Rules of the College, for favour of approval and publication in the *Gazette*.

No change is suggested in rule 15 pending possible modifications in the University Regulations.

ENCLOSURE.

The following alterations have been made in the rules of the College of Engineering published in Part I-B of the *Fort St. George Gazette*, dated 26th March 1907 :—

For the existing rules bearing the same number, substitute the following :—

COURSES OF INSTRUCTION.

(i) ENGINEER CLASS (CIVIL AND MECHANICAL).

11. The courses of instruction shall extend over four years, of which three shall be spent in the College and the fourth chiefly on works. The courses in the College shall be both theoretical and practical. Theoretical instruction shall be conveyed by lectures; while the practical work shall consist of surveying in the field, drawing, and work in the workshops and laboratories. Marks for practical work shall be assigned by the College staff and these marks shall count towards the final total. The course of study shall be the same for Civil and Mechanical Engineer students during the first year. Civil Engineer students shall spend the final year in a Public Works Division and Mechanical Engineer students in an Engineering workshop.

12. The subjects of study and the marks assigned to each shall be as follows :—

CIVIL ENGINEER CLASS.

Branch I.

(a) Mathematics—

Pure—Algebra	..	..	..	..	..	..	50
Geometry	..	..	..	..	..	..	50
Mensuration	..	..	..	..	..	..	50
Trigonometry	..	..	..	..	..	..	50
Calculus	..	..	..	..	..	..	250
Applied—Kinematics	..	..	..	..	..	..	150
Kinetics	..	..	..	..	..	..	150
Hydrostatics	..	..	..	..	..	..	150

Total .. 900

(b) Science—

Chemistry	..	..	..	..	..	..	300 (100)
Physics	..	..	..	..	..	..	300 (100)
Geology	..	..	..	..	..	..	300 (100)

Total .. 900 (300)

Branch II.

Engineering—

Geometrical Drawing	..	..	..	..	..	..	300 (100)
Freehand and Model Drawing	..	..	..	..	..	..	100 (100)
Building Drawing (First year)	..	..	..	..	..	..	200 (100)
Machine Drawing (do.)	..	..	..	..	..	..	200 (100)
Surveying (do.)	..	..	..	..	..	..	300 (200)
Applied Mechanics	..	..	..	..	..	..	1,000 (200)
Construction	..	..	..	..	..	..	1,000 (200)
Hydraulic Engineering	..	..	..	..	..	..	1,000 (200)
Drawing	..	..	..	..	..	..	1,000 (500)
Surveying	..	..	..	..	..	..	700 (400)
Engineering Laboratory	..	..	..	..	..	..	400 (400)
Workshop	..	..	..	..	..	..	200 (200)

Total .. 6,400 (2,700)

Physical Exercises .. 500 (500)

Grand Total .. 8,700 (3,500)

MECHANICAL ENGINEER CLASS.

Branch I.

(a) Mathematics—

Pure—Algebra	..	..	..	..	..	..	50
Geometry	..	..	..	..	..	..	50
Mensuration	..	..	..	..	..	..	50
Trigonometry	..	..	..	..	..	..	50
Calculus	..	..	..	..	..	..	250
Applied—Kinematics	..	..	..	..	..	..	150
Kinetics	..	..	..	..	..	..	150
Hydrostatics	..	..	..	..	..	..	150

Total .. 900

(b) Science—

Chemistry	..	..	..	..	..	..	300 (100)
Physics	..	..	..	..	..	..	300 (100)

Total .. 600 (200)

Branch II.

Engineering—

Geometrical Drawing	300 (100)
Freehand and Model Drawing	100 (100)
Building Drawing (First year)	200 (100)
Machine Drawing (do.)	200 (100)
Surveying (do.)	300 (200)
Applied Mechanics	1,000 (200)
Mechanical Engineering	1,500 (300)
Drawing	1,200 (800)
Engineering Laboratory	400 (200)
Electrical Engineering	900 (200)
Electrical Laboratory	500 (400)
Workshop	400 (400)

Total .. 7,000 (3,100)

Physical Exercises .. 500 (500)

Grand Total .. 9,000 (3,800)

Note.—The total marks for each subject are shown unbracketed and those to be awarded by the College are given in brackets.

13. Sessional examinations shall be held at the end of the first and second years, at which portions of the above subject shall be finally disposed of by the Board of Examiners. The marks awarded at these examinations shall be included in the final total. All students must satisfy the Principal of the College in practical surveying and laboratory work.

14. In order to pass the sessional examination at the end of the first year, a student must obtain half the marks available at that examination. To pass the sessional examination at the end of the second year, he must obtain half the aggregate marks awardable at that and the previous sessional examination. To pass the final examination he must obtain half the total marks allotted to the whole course, and, in addition, 33 per cent. of the marks assigned to each branch. A student who fails to obtain qualifying marks at a sessional or final examination shall not be promoted or pass out, but must either leave the college or join the class division next below his own. Such students shall be ineligible for scholarships, prizes or guaranteed appointments. No student shall be permitted to remain more than four years in the college. Students who obtain not less than two-thirds of the total marks shall be declared to have passed with honours, and all other successful students to have passed.

15. Students shall be expected to present themselves for the first examination in engineering of the Madras University at the end of their second year of study, and for the B.E. degree examination towards the end of their practical course.

16. Students who are successful at the college final examination shall proceed to the practical course. Civil Engineer students shall be attached to a Public Works division where large works are in progress, and will be regularly instructed in the preparation of materials, the practical details of construction, the management of labour, and the system of accounts. Mechanical Engineer students will proceed to the Public Works Workshops. One Mechanical Engineer student will be permitted each year to join the Madras and Southern Mahratta Railway Locomotive shops at Perambur, the concession being offered in the order of merit at the final examination. The premium will be Rs. 500, of which half will be defrayed by the Educational department, the other half being met by the student. The premium will cover a course of two years, of which one year is obligatory. Other Mechanical Engineer students may attend at Perambur on payment of the full premium. All students shall receive lessons in riding during the practical course.

Order—No. 711, Educational, dated 13th October 1908.

The alterations proposed by the Director of Public Instruction in his letter read above are approved.

2. The first sentence of rule 74 will also be modified as shown below :—

“One appointment as Apprentice Engineer in the Public Works Department will be conferred annually by the Chief Engineer, in consultation with the Principal of the College, on the student, either Civil or Mechanical Engineer, judged most suitable on the results of the examinations and the promise shown by him and his general behaviour during the college course.”

3. The following notification will be published in the *Fort St. George Gazette*:—

NOTIFICATION.

The following alterations have been made in the Rules of the College of Engineering published in Part I-B of the *Fort St. George Gazette*, dated 26th March 1907 :—

I. For the existing rules bearing the same number substitute the following :—

COURSES OF INSTRUCTION.

(I) ENGINEER CLASS (CIVIL AND MECHANICAL).

11. The courses of instruction shall extend over four years, of which three shall be spent in the College and the fourth chiefly on works. The courses in the College shall be both theoretical and practical. Theoretical instruction shall be conveyed by lectures; while the practical work shall consist of surveying in the field, drawing, and work in the workshops and laboratories. Marks for practical work shall be assigned by the College staff and these marks shall count towards the final total. The course of study shall be the same for Civil and Mechanical Engineer students during the first year. Civil Engineer students shall spend the final year in a Public Works Division and Mechanical Engineer students in an Engineering workshop.

12. The subjects of study and the marks assigned to each shall be as follows :—

CIVIL ENGINEER CLASS.

Branch I.

(a) Mathematics—

Pure—Algebra	50
Geometry	50
Mensuration	50
Trigonometry	50
Calculus	250
Applied—Kinematics	150
Kinetics	150
Hydrostatics	150
Total ..	900

(b) Science—

Chemistry	300 (100)
Physics	300 (100)
Geology	300 (100)
Total ..	900 (300)

Branch II.

Engineering—

Geometrical Drawing	300 (100)
Freehand and Model Drawing	100 (100)
Building Drawing (1st Year)	200 (100)
Machine Drawing (do.)	200 (100)
Surveying (do.)	300 (200)
Applied Mechanics	1,000 (200)
Construction	1,000 (200)
Hydraulic Engineering	1,000 (200)
Drawing	1,000 (500)
Surveying	700 (400)
Engineering Laboratory	400 (400)
Workshop	200 (200)

Total .. 6,400 (2,700)

Physical Exercises 500 (500)

Grand Total .. 8,700 (3,500)

MECHANICAL ENGINEER CLASS.

Branch I.

(a) Mathematics—						
Pure—Algebra ..	..	..	..	..	..	50
Geometry ..	..	..	..	..	..	50
Mensuration ..	..	..	..	..	..	50
Trigonometry ..	..	..	..	..	..	50
Calculus ..	..	..	..	..	..	250
Applied—Kinematics ..	..	..	..	..	..	150
Kinetics ..	..	..	..	..	..	150
Hydrostatics ..	..	..	..	..	..	150
Total ..						900
(b) Science—						
Chemistry ..	..	..	..	..	..	300 (100)
Physics ..	..	..	..	..	..	300 (100)
Total ..						600 (200)

Branch II.

Engineering—						
Geometrical Drawing ..	..	..	..	..	..	300 (100)
Free-hand and Model Drawing ..	..	..	..	..	..	100 (100)
Building Drawing (1st Year) ..	..	..	..	..	..	200 (100)
Machine Drawing (do.) ..	..	..	..	..	..	200 (100)
Surveying (1st Year) ..	..	..	..	..	..	300 (200)
Applied Mechanics ..	..	..	..	..	..	1,000 (200)
Mechanical Engineering ..	..	..	..	..	..	1,500 (300)
Drawing ..	..	..	..	..	..	1,200 (800)
Engineering Laboratory ..	..	..	..	..	..	400 (200)
Electrical Engineering ..	..	..	..	..	..	900 (200)
Electrical Laboratory ..	..	..	..	..	..	500 (400)
Workshop ..	..	..	..	..	..	400 (400)
Total ..						7,000 (3,100)
Physical Exercises ..						500 (500)
Grand Total ..						9,000 (3,800)

Note.—The total marks for each subject are shown unbracketed and those to be awarded by the College are given in brackets.

13. Sessional examinations shall be held at the end of the first and second years, at which portions of the above subject shall be finally disposed of by the Board of Examiners. The marks awarded at these examinations shall be included in the final total. All students must satisfy the Principal of the College in practical surveying and laboratory work.

14. In order to pass the sessional examination at the end of the first year, a student must obtain half the marks available at that examination. To pass the sessional examination at the end of the second year, he must obtain half the aggregate marks awardable at that and the previous sessional examination. To pass the final examination he must obtain half the total marks allotted to the whole course, and, in addition, 33 per cent. of the marks assigned to each branch. A student who fails to obtain qualifying marks at a sessional or final examination shall not be promoted or pass out, but must either leave the College or join the class division next below his own. Such students shall be ineligible for scholarships, prizes or guaranteed appointments. No student shall be permitted to remain more than four years in the College. Students who obtain not less than two-thirds of the total marks shall be declared to have passed with honours, and all other successful students to have passed.

15. Students shall be expected to present themselves for the first examination in Engineering of the Madras University at the end of their second year of study, and for the B.E. degree examination towards the end of their practical course.

16. Students who are successful at the college final examination shall proceed to the practical course. Civil Engineer students shall be attached to a Public Works Division where large works are in progress, and will be regularly instructed in the preparation of materials, the practical details of construction, the management of labour, and the system of accounts. Mechanical Engineer students will proceed to the Public Works Workshops. One Mechanical Engineer student will be permitted each year to join the Madras and Southern Mahratta Railway Locomotive shops at Perambur, the concession being offered in the order of merit at the final examination. The premium will be Rs. 500, of which half will be defrayed by the Educational Department, the other half being met by the student. The premium will cover a course of two years, of which one year is obligatory. Other Mechanical Engineer students may attend at Perambur on payment of the full premium. All students shall receive lessons in riding during the practical course.

II. For the first sentence of Rule 74 substitute the following :—

“One appointment as apprentice Engineer in the Public Works Department will be conferred annually by the Chief Engineer in consultation with the Principal of the College, on the student, either Civil or Mechanical Engineer, judged most suitable on the results of the examinations and the promise shown by him and his general behaviour during the College course.”

III. In the second sentence of Rule 74, substitute the words “paragraph 150, Volume I, Public Works Department Code, 9th edition,” for the words “paragraph 11, Chapter II, Volume I, Public Works Department Code.”

(True Extract.)

H. D. TAYLOR,
Secretary to Government.

To the Director of Public Instruction.
“ Public Works Department.
Gazette.
Editors' Table (Order only).”

NOTES CONNECTED WITH G.O., No. 711, EDUCATIONAL, DATED
13TH OCTOBER 1908.

[SUBJECT.—*Alterations in the Rules of the College of Engineering, Madras.*]

Previous papers.

G.O., No. 159, Educational, dated 20th March 1907.

„ „ 342 „ „ 7th May 1908.

From the Director of Public Instruction, dated 16th July 1908, No. 1414.

Please see G.O., No. 342, Educational, dated 7th May 1903, and the notes therewith.

2. In that order the Government sanctioned the introduction from this month of separate courses of instruction for the Civil and Mechanical Engineer classes of the College of Engineering and approved the syllabuses and the revised scheme of marks for the two classes submitted by the Principal.

3. The Director of Public Instruction now submits for the sanction of Government a draft of the alterations which are to be made in the rules of the college in consequence of the above orders. The draft alterations appear to be in order and may be approved.

4. The principal alteration is in rule 12 which has been entirely re-drafted. The revised rule agrees with the scheme of marks approved in G.O., No. 342, Educational, dated 7th May 1908. There is a clerical error under Branch II of the subjects of study for the Mechanical Engineer class—for “Machine Drawing” the draft reads “Mechanic Drawing”. The necessary correction has been made.

5. In rule 11, the following sentence is new :—

“The course of study shall be the same for Civil and Mechanical Engineer students during the first year.”

The alterations made in rules 13, 14 and 16 are merely verbal and call for no remarks. It is for consideration whether for the words “Madras Railway” in

Yes.	C. A. SOUTER.	rule 16 may not be substituted the words “Madras and Southern Mahratta Railway”.
	H. D. TAYLOR.	

6. The draft placed below is submitted for approval.

T.K.—27-7-08.

From the scheme of marks for the Civil Engineer and Mechanical Engineer classes given in the draft rule 12, it is observed that the total number of marks for the Civil Engineer class is 8,700 of which 3,500 are awardable by the college staff, while for the Mechanical Engineer class, the corresponding marks are 9,000 and

3,800. Under rule 74 * of the rules for the working of the College of Engineering, “one appointment as apprentice

“Engineer in the Public Works Department shall be conferred annually on the student “who passes highest at the final examination”. If the total number of marks for the two classes is different, the chances are that the candidate of the Mechanical Engineering class will have a distinct advantage over the Civil Engineer student inasmuch as the total number of marks and the number to be awarded by the college staff for

the Mechanical Engineer class are larger than for the Civil Engineer class. It is submitted that before approving the proposed alterations in the rules the

This may be done.

C. A. SOUTER—28-7-08.

Yes. But it is possible that the Mechanical A course is more difficult and the average of marks obtained lower than for the Civil Engineer class.

H. D. TAYLOR—29-7-08.

Why all these constant endeavours at a sham uniformity? The reference was quite unnecessary.

G. S. F[ORBES]—10-10-08.

To the Director of Public Instruction for remarks with reference to A.

H. D. TAYLOR—29-7-08.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

Quite so: they know their business.

G. S. F[ORBES].

will be necessary to compare the marks of the best students.

The Principal says and I agree with him that there is no object in making the totals equal. A very simple calculation

The Principal suggests that rule 74 may run thus—

They must be very clever fellows in the Engineering College if they can find a mathematical expression which will equate the best Civil Engineering pupil with the best Mechanical Engineering one.

G. S[OKES]—11-10-08.

This rule is right enough, but it is not mathematics.

G. S[OKES]—11-10-08.

“One appointment as apprentice Engineer in the Public Works Department will be conferred annually by the Chief Engineer, in consultation with the Principal of the college, on the student, either Civil or Mechanical Engineer, judged most suitable on the results of the examinations and the promise shown by him and his general behaviour during the college course.”

This might, I think, be approved.

A. G. BOURNE—17-8-08.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Rule 74 may be amended as suggested by the Director of Public Instruction. Please add this to the draft.

H. D. TAYLOR—21-8-08.

The necessary addition has been made to the draft and the notification in the draft order.

2. The draft may, it is submitted, be sent to the Public Works Department for acceptance with reference to paragraph 2 and the addition now made in the draft notification.

T.K.—24-8-08.

K. RANGASWAMI AIYANGAR—24-8-08.

C. A. SOUTER—25-8-08.

To the Public Works Department.

PUBLIC WORKS DEPARTMENT.

The draft may be accepted.

T.S.N.—5-9-08.

R. PARSONS—7-9-08.

Yes.

P. HAWKINS—7-9-08.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Please underline in red ink in the draft the new portions of the rules.

H. D. TAYLOR—19-9-08.

The new portions of the rules in the draft have all been underlined in red ink.

T.K.—21-9-08.

In the second sentence of rule 74, reference is made to the provisions of the Public Works Code. When G.O., No. 159, Educational, dated 20th March 1907, was issued, the eighth edition of the Code was in force and reference was made in rule 74 to paragraph 11 of Chapter II of Volume I of the Code. Subsequent to the issue of the Government Order, revised edition (ninth edition) of the Code has been issued, and the corresponding provision in the revised Code is paragraph 150 of Volume I. It is for consideration whether advantage may be taken of this opportunity to alter the second sentence of rule 74 also, by substituting the words “paragraph 150, Volume I, Public Works Department Code, 9th edition,” for the words “paragraph 11, Chapter II, Volume I, Public Works Department Code”.

2. An addition has been made to the draft notification in pencil. It will be inked in after approval.

K. RANGASWAMI AIYANGAR—21-9-08.

The alteration proposed is necessary and may be approved.

C. A. SOUTER—22-9-08.

Yes. Ink it in and then send to Public Works Department for acceptance.

H. D. TAYLOR—23-9-08.

The addition has been inked in. The file may be sent u.o. to Public Works Department for acceptance of draft order.

K. RANGASWAMI AIYANGAR—26-9-08.

C. A. SOUTER—28-9-08.

To the Public Works Department.

PUBLIC WORKS DEPARTMENT.

The draft order is accepted.

T.S.N.—29-9-08.

R. PARSONS—29-9-08.

P. HAWKINS—29-9-08.

To the Educational Department.

No. 711, EDUCATIONAL, 13TH OCTOBER 1908.

EDUCATIONAL DEPARTMENT.

For approval.

H. D. TAYLOR—9-10-08.

Approved.

G. S. F[ORBES]—10-10-08.

I approve.

G. S. [TOKES]—11-10-08.

Issue.

H. D. TAYLOR—13-10-08.

[G.O., No. 711, Educational, dated 13th October 1908.]

Educational Department.

Read again G.O. No. 159 Edl., dated 20-3-07.
 Read again G.O. No. 342, Edl., dated 7-5-1908.

Read also G.O. No. 1603, from the D.P.I., No. 1414, d/16-7-1908.

O R D E R:
 P.S.

711 13-10-08.

The alterations proposed by the D.P.I. in his letter read above, are approved.

2. The Government also consider

The first sentence of Rule 74 should be modified as shown below:--

"One appointment as apprentice

"Engineer in the Public Works Department

"will be conferred annually by the

"Chief Engineer in consultation with

"the Principal of the College, on the

"student, either Civil or Mechanical

"Engineer, judged most suitable on the

"results of the examinations and the

"promise shown by him and his general

"behaviour during the College course".

3. The following notification

will be published in the Fort St.

George Gazette:--

Notification.

*Spent 159 Edl. from Madras
 13/10/08*

*in 159 Edl. / 20-3-07
 May 2*

*Pres
 This need not be
 printed in Edl.
 nor underlined.*

*Pres
 MR for already
 sent to Pres*

*AD
 24.8.08*

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

EDUCATIONAL
LEGISLATIVE DEPARTMENT.

Current No....., dated.....190

G.O., No. 74, dated 13-10-1908.

Number of MS. pages sent { Correspondence including order or orders
(b)
(b')
Notes.....

Docket: *College of Arts - Directing the publication in the 5th G.O. Gazette of a notification containing the alterations in the rules of the - prepared by the D.P.O.*

Number (c) of copies required when struck off (not including copies for volumes and editors' table which are returned in the Press).

Complete Correspondence and orders.

Notes

FOR RECORD.*

Madras Records	25	15
Ooty Records	6	6
For filing with original	1	1
Total	32	32

FOR ISSUE.†

	Letter only.	Complete G.O.	Special issue copies (b) of G.O.		Notes.
			No.	Papers.	
Signature copies.....					
India Office.....					
Govt. of India.....Dept.					
Public Department.....					
Judicial Department.....					
Financial Department.....					
Revenue Department.....					
Public Works Department.....	15				
Local and Municipal Department.....					
.....Dept.					
Total					
Spare copies.					
The Director of Public Instruction.....	10				
The Comr. for Govt. Examinations.....					
The Superintendent, Govt. Museum.....					
The Surgeon-General.....					
The Accountant-General.....					
The Collector of.....					
The P. D. B.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
Total	25				

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b') For rules regarding printing of notes, see the rules in G.O., No. 1220, Public, dated 30th November 1900.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Deputy Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Deputy Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, but only the first time when they appear on the left side, the initials alone being printed later.

* Copies distributed on.....*(Press Clerk.)

† Copies distributed on.....*(Despatcher.)

* To be initialled and dated.



A

Please send proof in triplicate. The papers have been carefully edited.

B

Proof returned corrected. Please strike off and send number of copies as indicated.

Type may be released after usual interval at once.

C

As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.

Type may be released after usual interval.

.....Clerk.

.....Clerk.

.....Clerk.

.....Supdt.

.....Supdt.

.....Supdt.

(b) Three copies of proof of all notes should be sent for approval, except when instructions are given to the contrary.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	22/10/08. <i>[Signature]</i>
First proof furnished on.....	28/10/08. <i>[Signature]</i>
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	4/11/08. <i>[Signature]</i>
Final copies supplied on.....	9/11/08. <i>[Signature]</i>

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	32	32	
" " " Issue.....	25		
For Volumes.....	11		
For E. T.....			
Total ...	68	32	