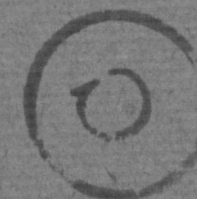


Government of Madras.

EDUCATIONAL DEPARTMENT.

G.O., No. 40, 21st January 1909.



Buildings.

Extending the time fixed for the completion of the improvements to and the extension of the building occupied by the St. Thomas' Convent European Girls' School, San Thomé, Madras.

Government of Madras.

EDUCATIONAL DEPARTMENT.

✓

Recd.

Regd.

} 1909.

Enclosures

Spare copies

G.O., No. 40, 21st January 1909.

Buildings.

Extending the time fixed for the completion of the improvements to and the extension of the building occupied by the St. Thomas' Convent European Girls' School, San Thomé, Madras.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

G.O., No. 72, Educational, dated 28th January 1908.

ABSTRACT.—Sanctioning a maximum grant of Rs. 5,000 towards the cost of improving and extending the building occupied by the St. Thomas' Convent European Girls' School, San Thomé, Madras, subject to certain conditions.

II

Letter—from J. H. STONE, Esq., M.A., Acting Director of Public Instruction, Madras.

To—the Secretary to Government, Educational Department.

Dated—Madras, the 12th January 1909.

No.—Ref. on Cur. No. 8782 of 1906.

In G.O., No. 72, Educational, dated 28th January 1908, Government have sanctioned a maximum grant of Rs. 5,000 towards the cost of improving and extending the building occupied by the St. Thomas' Convent European Girls' School, San Thomé, Madras, one of the conditions of its payment being that the work should be completed before the 31st January 1909. The correspondent now states that the work will not be completed before that date owing to some delay in the despatch of iron-girders from a firm in London and requests extension of time up to 28th February 1909. I have the honour to recommend his request for favour of sanction.

Order—No. 40, Educational, dated 21st January 1909.

The time fixed for the completion of the improvements to and the extension of the building occupied by the St. Thomas' Convent European Girls' School, San Thomé, Madras, will be extended up to the 28th February 1909.

(True Extract.)

A. BUTTERWORTH,
Ag. Secretary to Government.

To the Director of Public Instruction.
„ Accountant-General.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 40, EDUCATIONAL, DATED 21st JANUARY 1909.

[SUBJECT.—*Recommending that the time fixed for the completion of the improvements and extensions to the building occupied by the St. Thomas' Convent European Girls' school, San Thomé, Madras, may be extended up to 28th February 1909.*

From the Director of Public Instruction, dated 12th January 1909, No. 8782.

The recommendation of the Director of Public Instruction may, perhaps, be accepted. The time fixed in G.O., No. 72, Educational, dated 28th January 1908, is 31st January 1909. It is proposed to extend it up to 28th February 1909.

2. The draft order placed below is submitted for approval.

P.R.—20-1-09.

K. RANGASWAMI AIYANGAR—20-1-09.

The draft may issue. It is only a month's extension.

C. A. SOUTER—20-1-09.

Approved.

A. BUTTERWORTH—21-1-09.

[G.O., No. 40, Educational, dated 21st January 1909.]

4

” ” ” ” ” ” 190

” ” ” ” ” ” ” 190

” ” ” ” ” ” ” 190

No. 40, dated 21-1- 1909

The time fixed for the Completion of the improvements to and the extension of the building occupied by the St. Thomas' Convent European Girls' School, San Thome, Madras, will be extended up to the 28 February, or

Q Q

20-1-00

20.1.09

Oct 20. 1901

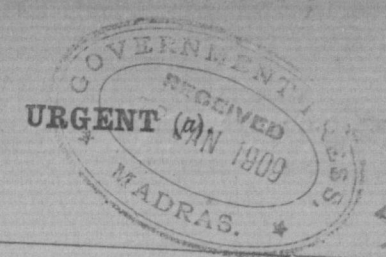
To, the D.D. G. *22/1/9*
" A.C. *22/1/9*

PRESS SLIP.

ORDINARY.

PREFERENCE.

EDUCATIONAL
LEGISLATIVE DEPARTMENT.



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

G.O., No...42, dated...21-1-1909.

Number of MS. pages sent { Correspondence including order or orders (b)
Notes (b¹)

Docket Buildings Extending the time
fixed for the completion of the improve-
ments to and the extension of the building
occupied by the St. Thomas' Convent
European Girls' School, San Thome, Madras.

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

FOR RECORD.*			Complete Correspondence and orders.	Notes
Madras Records	...	...	30	15
Ooty Records	...	...	3	
For filing with original	...	...	1	
Total			34	15

FOR ISSUE.†		Letter only.		Complete G.O.		Special issue copies (d) of G.O.		Notes.
		No.	Papers.	No.	Papers.	No.	Papers.	
Signature copies.....								
India Office.....								
Govt. of India.....Dept.								
Public Department.....								
Judicial Department.....								
Financial Department.....								
Revenue Department.....								
Public Works Department.....								
Local and Municipal Department.....								
.....Dept.								

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.

(b¹) 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 PRESS, MADRAS.
OOTY.

A	B	C
Please send proof in triplicate. The papers have been carefully edited.	Proof returned corrected. Please strike off and send number of copies as indicated.	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 <u>after usual interval</u> at once.	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.....	23/1/09 <i>LB</i>
First proof furnished on.....	26/1/09 <i>LB</i>
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	2/2/09 <i>LB</i>
Final copies supplied on.....	6/2/09 <i>LB</i>

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	84	15-	
" " " Issue.....	15-		
For Volumes.....	16		
For E. T.....			
Total ...	65-	15-	