

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1909.

Enclosures

Spare copies

G.O., No. 140, 10th March 1909.

Establishment.

Sanctioning the proposition statements showing the additions to the establishments of certain Sub-Assistant Inspectors consequent on their appointment as District Assistant Inspectors of Schools.

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1909.

Enclosures

Spare copies

G.O., No. 140, 10th March 1909.

Establishment.

Sanctioning the proposition statements showing the additions to the establishments of certain Sub-Assistant Inspectors consequent on their appointment as District Assistant Inspectors of Schools.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

G.O., No. 35, Educational, dated 19th January 1909.

ABSTRACT.—Accepting the proposals of the Director of Public Instruction to place each district in the charge of an Assistant Inspector or Sub-Assistant Inspector of Schools to be mainly responsible for the elementary education of that district.

II

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

To—the Secretary to Government, Educational Department (through the Accountant-General).

Dated—the 10th February 1909.

No.—Ref. on Cur. No. 7911/08.

With reference to paragraph 3 of G.O., No. 35, Educational, dated 19th January 1909, I have the honour to submit herewith for favour of the early sanction of Government two proposition statements showing the additions to the establishments of Sub-Assistant Inspectors and the decrease in those of the Assistant Inspectors, consequent on the proposal to place each district in this Presidency, except Madras and the Nilgiris, under an Assistant or a Sub-Assistant Inspector of Schools.

2. I am unable to submit a reappropriation statement at present. But I beg to request that the additional provision of Rs. 63 per mensem (nine peons on Rs. 7 each) may be made in the budget for 1909-1910, the probable savings under "Salaries" under "22-B. Education—Inspection" being raised by a corresponding amount.

[illegible]

Owing to the transfer of the post of second clerks in nine of the existing offices to the Sub-Assistant's establishment—vide G.O., No. 36, Educational, dated 19th January 1909.

To the Director of Public Instruction.
 „ Financial Department (with proposition statement).

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 140, EDUCATIONAL,
DATED 10TH MARCH 1909.

[SUBJECT.—*Proposition statement for the establishment required for the offices of the District Sub-Assistant Inspectors of Schools.*]

From the Director of Public Instruction, dated 10th February 1909, No. 7911.

Please see paragraph 3 of G.O., No. 35, Educational, dated 19th January 1909. The Government therein approved the alterations proposed by the Director of Public Instruction in the clerical and menial establishments of the Assistant Inspectors of Schools and of those Sub-Assistant Inspectors of Schools who were to be placed in charge of districts.

2. These alterations were—

Paragraph 2 of the Director of Public Instruction's letter on page 2 of G.O., No. 35, Educational, dated 19th January 1909.

(1) to transfer the post of second clerk in the offices of nine of the Assistant Inspectors to the offices of nine of the Sub-Assistant Inspectors; and

(2) to give an additional peon on Rs. 7 to each of the nine Sub-Assistants.

3. The Director of Public Instruction now submits for sanction a formal proposition statement for these alterations. The proposition statement may, it is submitted, be sanctioned. The draft placed below is for approval.

A. BUTTERWORTH.

4. The appointment of nine peons on Rs. 7 each involves an additional cost of Rs. 63 per mensem; for which no provision exists in the Budget for 1909-10. The Director of Public Instruction therefore requests that the probable savings under "Salaries" under "22-B. Education—Inspection" may be raised by a corresponding amount. The attention of the Financial Department may be drawn to this request, but it is perhaps now too late to make any alteration in the Budget estimate for 1909-10.

A. BUTTERWORTH—4-3-09.

5. The draft, if approved, may be sent to the Financial Department for acceptance.

T.K.—3-3-09.

Please see paragraphs 4 and 5 of the office-note on page 2 of K.W., G.O., No. 35, Educational, dated 19th January 1909, in which the question of the proposed alteration in establishments is dealt with. The proposition statement is in accordance with the orders in paragraph 3 of the Government Order above quoted.

K. RANGASWAMI AIYANGAR—3-3-09.

C. A. SOUTER—3-3-09.

To the Financial Department.

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

EDUCATIONAL
LEGISLATIVE DEPARTMENT.

Current No., dated 190 ..

G.O., No. 140, dated 10-3-1909.

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

Docket: Establishment: Sanctioning the preparation of the report for the year 1908-09. The report is to be prepared by the Inspector of Schools, with effect from 1st March 1909.

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

Complete Correspondence and orders.

Notes

FOR RECORD.*

Madras Records ...

Ooty Records ...

For filing with original ...

Total ...

FOR ISSUE.†

Signature copies.....

India Office.....
Govt. of India..... Dept.
Public Department.....
Judicial Department.....
Financial Department.....
Revenue Department.....
Public Works Department.....
Local and Municipal Department.....
Dept.

Spare copies.

The Director of Public Instruction.....
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 ...

Letter only.

Complete G.O.

No.

Papers.

Notes.

Special issue copies of G.O.

(b)

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 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 after usual interval at once.	Type may be released after usual interval 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.....	17/3/09
First proof furnished on.....	22/3/09
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	25/3/09
Final copies supplied on.....	27/3/09

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	34	15	
" " " Issue.....	10		
For Volumes.....	12		
For E. T.....			
Total ...	60	15	