

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1909.

Enclosures

Spare copies

G.O., No. 156, 16th March 1909.

Lawrence Asylum Press.

Sanctioning the transfer to the General funds of the — of the sum of Rs. 37,500 now forming the Pension fund and the allotment of a portion thereof for the improvement of the Press.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

Letter—from Lieut.-Colonel R. F. R. FORMBY, I.A., one of the Agents to the Trustees, Lawrence Asylum Press, Madras.

To—the Chief Secretary to Government.

Dated—the 17th November 1908.

No.—46/3583.

With reference to G.O., No. 350 of the 11th June 1898, I have the honour to state that acting in accordance with the above order, the Agents of the Press have ceased to grant pensions to the employees, while a number of pensions granted to the old employees prior to the Government Order referred to have now fallen in (only Rs. 30 remaining payable per mensem, which can well be met from revenue) with the result that it is no longer necessary to keep such a sum of money (Rs. 37,500) earmarked for the purpose of providing pensions to the employees of this Press.

2. The Agents to the Trustees of the Lawrence Asylum Press, therefore, propose to retransfer the amount to the General funds of the Press, from which it is proposed to make a donation to the Lawrence Asylum, Ootacamund, towards the cost of building a Kindergarten school which is now required and, secondly, towards some necessary and important improvements to this Press to bring the plant up-to-date at an approximate cost of Rs. 30,000.

3. I have, therefore, the honour to request that you will kindly sanction the transfer now asked for and instruct the Accountant-General, Madras, to dispose of Government promissory notes for this amount at the most favourable rate, placing the proceeds with the Bank of Madras to the credit of the current account of the Agents to the Trustees of this Press.

II

Endt. No. 2510-1, Educational, dated 11th January 1909.

Returned for submission through the Committee of the Lawrence Asylum, Ootacamund.

(By Order.)

C. A. SOTTER,
Assistant Secretary to Government.

To the Agents, Lawrence Asylum Press, Madras.

III

Letter—from Rev. W. H. G. PADFIELD, M.A., Principal and Secretary, Ootacamund Lawrence Asylum, Lovedale.

To—the Under Secretary to Government, Educational Department (through the Director of Public Instruction, Madras).

Dated—Nilgiris, the 20th February 1909.

No.—4680.

I am directed by the Committee of the Ootacamund Lawrence Asylum, who are also Trustees of the Lawrence Asylum Press, to submit the accompanying letter from Lieut.-Col. Formby, Agent to the Trustees, for favourable consideration of Government.

N. Ref. on Cur. No. 1233/09, dated 27th February 1909.

Submitted to Government.

A. G. BOURNE,
Director of Public Instruction.

Order—No. 156, Educational, dated 16th March 1909.

The Government sanction the transfer to the General funds of the Lawrence Asylum Press of the sum of Rs. 37,500 now forming the Pension fund and the allotment of a portion thereof for the improvement of the Press. But before sanctioning the utilization of any part of this sum for the construction of a Kindergarten school at the Lawrence Asylum, Ootacamund, the Government desire to be furnished by the Committee of the Lawrence Asylum with information as to the total cost of the building and the source from which any excess on this account over Rs. 7,500 is to be provided.

(True Extract.)

A. BUTTERWORTH,
Ag. Secretary to Government.

To the Committee of the Lawrence Asylum, Ootacamund.
,, Director of Public Instruction.
,, Accountant-General.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 156, EDUCATIONAL,
DATED 16TH MARCH 1909.

[SUBJECT.—*Transfer of the pension fund of the Lawrence Asylum Press to its general fund.*]

Previous papers.

G.O., No. 110, Educational, dated 24th February 1897.			
"	"	350	" " 11th June 1898.
"	"	826	" " 10th December 1907.
"	"	390, Public	" " 6th April 1876.
"	"	563	" " 19th May "
"	"	1506	" " 2nd December 1882.

From the Agent, Lawrence Asylum Press, dated 17th November 1908, No. 46/3583.

Prior to 1876 it had been the practice at the Lawrence Asylum Press to grant pensions to its employees and to charge the expenditure to revenue. In reviewing the report on the working of the Press for 1875, the Government observed that the pensions and gratuity paid out of current receipts during the year amounted to Rs. 2,612, and directed that the charges under that head should be carefully watched. They also suggested, for the consideration of the Committee of Management of the Press, that a share of the annual profits of the Press might be set apart for deposit in Government securities, so that the interest accruing therefrom might be utilized towards payment of pensions—*vide* paragraph 5 of G.O., No. 390, Public, dated 6th April 1876.

2. In accordance with the above suggestion, the Committee of Management of the Press proposed in paragraph 2 of their letter No. 849, dated 13th May 1876, "to set apart 10 per cent. of the annual profits of the Press for deposit in Government securities to form the nucleus of a fund from which pension and gratuities will be met." This proposal was approved in G.O., No. 563, Public, dated 19th May 1876.

3. In their letter No. 4781, dated 17th November 1882, the Committee of Management of the Press informed Government that the capital of the Press pension fund then stood at Rs. 32,000, invested in 4 per cent. Government papers, and that the interest on it was sufficient

to cover existing pensions, and left a balance of nearly Rs. 1,000 annually. They therefore proposed that the annual contribution then made of 10 per cent. of the profits of the Press to the pension fund might be discontinued and that only the balance of interest, after paying pensions, should for the future be invested to increase the capital of the fund. This proposal was approved by Government—*vide* paragraph 6 of G.O., No. 1506, Public, dated 2nd December 1882.

4. The fund then gradually increased and stood at Rs. 37,500 in 1886, after which year no addition appears to have been made thereto. The fund still stands at Rs. 37,500—*vide* statement B on page 10 of G.O., No. 794, Educational, dated 30th November 1908. From the year 1883 to 1890 the interest accruing from the fund more than covered the expenditure on pension and gratuities, but from the year 1891 onwards the expenditure on pension and gratuities exceeded the interest on the Pension fund, and became a heavy drain on the revenue of the Press—*vide* statement given in paragraph 3 of Mr. Firth's letter No. 589, dated 25th April 1898, on page 2 of G.O., No. 350, Educational, dated 11th June 1898. In communicating to the Directors of the Press the report on the audit of the accounts of the Press for the year 1895, the Government observed that steps should be taken to curtail the expenditure on pension and gratuities, and requested the Directors to consider whether, with that view and having regard to the uncertain future of the Press, unpensioned employees should not be told that for the future no pension would be granted—*vide* paragraph 3 of G.O., No. 110, Educational, dated 24th February 1897.

Vide statement in paragraph 3 of letter on page 2 of G.O., No. 350, Educational, dated 11th June 1898.

Page 11 of G.O., No. 110, Educational, dated 24th February 1897.

Paragraph 5 of letter on page 3 of G.O., No. 370, Educational, dated 11th June 1898.

5. In reply to the above order, the Directors proposed to make a contribution to the pension fund of Rs. 2,000 a year from the profits of the Press, until the interest from the fund covered all pensionary charges and to modify the scale of pensions in force at the Press. The Government however declined to accept the proposals of the Agents (the Directors had become Agents then) of the Press, observing that no pension fund was provided in private presses, and directed that the practice of granting pension should cease as regards all future employees of the Lawrence Asylum Press—*vide* G.O., No. 350, Educational, dated 11th June 1898.

6. Lieutenant-Colonel Formby, one of the Agents of the Press, now states that, in accordance with the above order—G.O., No. 350, Educational, dated 11th June 1898—they, the Agents, have ceased to grant pensions to the employees of the Press; that a number of pensions granted to the old employees prior to the receipt of the above Government Order has now ceased; and that only pensions aggregating Rs. 30 *per mensem* still remain payable. The Agents of the Press consider that at present this sum of Rs. 30 *per mensem* can well be met from the revenue of the Press and that it is no longer necessary to keep a sum of Rs. 37,500 ear-marked as a pension fund.

7. The Agents therefore request the sanction of Government to transfer the amount of Rs. 37,500 to the general funds of the Press and to sell the Government promissory notes at the most favourable rate. They propose to make a donation from the fund to the Lawrence Asylum, Ootacamund, towards the cost of constructing a Kindergarten school and to devote the remainder to making "some necessary and important improvements to the Press, to bring the plant up to date at an approximate cost of Rs. 30,000."

H. D. TAYLOR.

8. G.O., No. 350, Educational, dated 11th June 1898, only directed that the practice of granting pensions should cease as regards all future employees. Under this order, therefore, persons who were employed in the Press on the date of the order, will, it seems, all be eligible for pension, and it is only those employed in the Press after that date who will not be eligible. Lieutenant-Colonel Formby does not refer to this point but simply says that "in accordance with the above order (G.O., No. 350, Educational, dated 11th June 1898) the Agents of the Press have ceased to grant pensions to the employees."

If the Trustees have arranged to reduce pensions to Rs. 30 a month, so much the better. Besides, in ten years, most of the old employees must have gone.

C. A. SOUTER—22-12-08.

H. D. TAYLOR.

G. S. F[ORBES].

The reduction is due to pensions having "fallen in."

9. In connection with the question of instituting a Provident fund for the benefit of the employees of the Lawrence Asylum, Ootacamund, the Government raised the question whether the employees of the Lawrence Asylum Press should be included in the scheme; but came to the conclusion that it was unnecessary and said that a separate fund might, if necessary, be started for the benefit of those servants—*vide* G.O., No. 826, Educational, dated 10th December 1907. This question is also not referred to by Lieutenant-Colonel Formby in his present communication.

10. It is for consideration whether the proposal of the Agents of the Press to abolish the "pension fund" and to add this money to the general funds of the Press may be sanctioned. The Press is the property of the Male Branch of the Lawrence Asylum, Ootacamund, and Lieutenant-Colonel Formby and his two colleagues are Agents appointed by the Committee of the Lawrence Asylum to manage the Press on their account. The proposal of the Agents should therefore have been submitted to Government through the Committee of the Lawrence Asylum. Perhaps the Committee may, in the first instance, be requested to state if they approve of their Agents' proposal and also to report how many of the present employees of the Press were employed in the service of the Press before June 1898, and what would be the probable amount of pension to which the Press funds would become liable in the event of their retirement?

T.K.—18-12-08.

K. RANGASWAMI AYYANGAR—21-12-08.

The Asylum must obviously have its say first. The reference proposed above may be made before anything else is done.

C. A. SOUTER—22-12-08.

The proposed reference seems necessary though it would appear that the Trustees of the Press have already been in communication with the Asylum, or they would not know about the Kindergarten school. The Trustees of the Press are concerned with the Press only, and make a *lump* contribution to the funds of the Asylum (Male Branch). It is not for the Agents to offer suggestion as to how the contribution should be expended, nor can it be ear-marked for any special purpose. We don't want Colonel Formby to interfere in the management of the Lawrence Asylum.

G. S. F[ORBES].

That is perhaps scarcely what Colonel Formby intended to do. He appears to have consulted the Asylum.

2. As regards Press employees actually in service in 1898, they would not, *ipso facto*, be entitled to pension or gratuity unless this was an express condition of their contract.

3. The proposal to utilise a portion of the funded capital on the improvement of Press buildings and plant does not seem to be open to objection.

H. D. TAYLOR—26-12-08.

Perhaps better return for submission through the Committee of the Lawrence Asylum; the Press being the property of the Male Branch of the Asylum on whose behalf the Agents manage it.

G. S. F[ORBES]—7-1-09.

Return by official memorandum.

A. BUTTERWORTH—9-1-09.

Draft submitted for approval.

T.K.—9-1-09.

K. RANGASWAMI AIYANGAR—9-1-09.

Issue.

C. A. SOUTER—9-1-09.

[Memorandum No. 2510-1, Educational, dated 11th January 1909.]

From the Director of Public Instruction, dated 27th February 1909, No. 1233.

The Committee of the Lawrence Asylum, Ootacamund, submits Colonel Formby's letter for the favourable consideration of Government.

2. The Committee evidently approves the proposal of Colonel Formby.

3. The proposal of Colonel Formby is to transfer the pension fund of Rs. 37,500 to the general funds of the Lawrence Asylum Press and to utilize it to make some necessary improvements to the Press, costing about Rs. 30,000, and to make a donation to the Lawrence Asylum, Ootacamund, towards the cost of constructing a Kindergarten school.

4. It is for consideration whether Colonel Formby's proposal may be approved.

T.K.—6-3-09.

Please see Mr. Taylor's note, *supra*.

K. RANGASWAMI AIYANGAR—6-3-09.

C. A. SOUTER—8-3-09.

For orders.

Apparently no reply has been received from the Press to the suggestion in G.O., No. 826, Educational, dated 10th December 1907, that a Provident fund for Press employees should be started, but that matter hardly affects the present question.

A. BUTTERWORTH—9-3-09.

Speaking generally the proposals may be approved and the allotment of a sum for the improvement of the Press itself sanctioned: but before sanctioning the diversion of the balance to the construction of a Kindergarten at Ootacamund, we should know more about it; the proposed total cost as well as the estimated cost of maintenance and how this is to be provided.

G. S. F[ORBES]—10-3-09.

Draft please.

A. BUTTERWORTH—11-3-09.

Draft submitted for approval.

2. As regards the Kindergarten school, attention is invited to paragraph 2 of G.O., No. 764, Educational, dated 13th November 1908, wherein an establishment for a kindergarten department has been sanctioned.

A. BUTTERWORTH—15-3-09.

T.K.—12-3-09.

K. RANGASWAMI AIYANGAR—12-3-09.

C. A. SOUTER—13-3-09.

Issue.

A. BUTTERWORTH—15-3-09.

[G.O., No. 156, Educational, dated 16th March 1909.]

Educational DEPARTMENT.

READ AGAIN G.O. , No., dated 190 .

" " " " ; " 190 .

READ ALSO:—

C. No. 2510, From the Agent, L. A. Press, No. 46
358-3, dated 17-11-1908.

4/4, D.P. 9, 1233, 27-2-1909

” ” 1 ” ” ” ” 190 .

ORDER.

P. S.

No. 156, dated 16-3-1909.

be furnished by the
Committee of the
L.A. with information
as to the total cost of
the building & the
source from which
any Excess on this
account over R7500
is to be provided.

The Govt sanction the transfer to the general funds of the Lawrence Asylum Press of the sum of Rs 37,500 now forming the Pension Fund and the allotment of a portion thereof for the improvement of the Press.

But before sanctioning the utilization
of ^{any part of this sum} ~~the balance~~ for the construction
of a Kindergarten School at the
Lawrence Asylum, Ootacamund,
the Govt. desire to ^{definite} ~~have~~ ~~some~~ information
as to ^{what} ~~what~~ the total cost of the proposed
building ^{and will be the mode} ~~is~~ ~~what~~ ~~the~~ ~~estimated~~ ~~cost~~
~~the~~ ^{in which}
of maintenance of the school, and

Ans
1573

NOTES. 8 Page 2

how it is proposed to provide for
~~the~~ ^{this} expenditures.

78.
12309

100

12.3.09

13.3.9

To

The Committee of the L.A. City

-- D.P.I.

a Secy Genl.

17/2/9

14/4/9

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

EDUCATIONAL
LEGISLATIVE DEPARTMENT.

Current No., dated 190

G.O., No. 156, dated 16.3.190

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

Docket. Lawrence's ...
Transfer to the ...
3.1.190 ...
...

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	...	...	...	20	15
Ooty Records	...	...	...	3	
For filing with original	...	...	...	3	
Total				26	15

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.....					
Local and Municipal Department.....					
.....Dept.					
Total					
Spare copies.					
Total			8		

GOVERNMENT
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 discre-
tion 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 Superin-
tendent 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.)

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.....	19/3/09
First proof furnished on.....	24/3/09
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	30/3/09
Final copies supplied on.....	31/3/09

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	34	15	
" " " Issue.....	8		
For Volumes....	16		
For E. T.....			
Total ...	58	15	