

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

1910.

Enclosures

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G.O., No. 74, 12th February 1910.

Madras Students Advisory Committee.

Sanctioning an allowance of Rs. 15 per mensem from the 1st April next for office rent and a sum of Rs. 200 per annum for contingent expenditure required by the Secretary — .

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

G.O., No. 542, Educational, dated 29th September 1909.

ABSTRACT.—Appointing a General Committee to co-operate with the Central Bureau and Advisory Committee which have been established in England to assist and advise Indian students proceeding to England.

II

Letter—from A. DAVIES, Esq., Secretary, the Madras Students Advisory Committee.

To—the Secretary to Government, Educational Department.

Dated—the 17th December 1909.

I am directed by the committee to address you with regard to the expenses that will arise in connection with the work of the committee, and request that appropriate provision may be made for meeting the same.

	RS.
Cup-board	15
Book-shelf	10
Fifteen copies of "hand book" ..	15
Two leather circulation bags ..	10
Total	50

(1) In the first place there will be an initial expenditure of Rs. 50 for the purchase of books and of office furniture. A large number of books and literature are expected very shortly from the Central Bureau, London, and papers, etc., will require to be circulated. A book-shelf, a small cup-board and one or two circulation bags will be required.

(2) The committee are of opinion that there should be an office, where the books, papers and other materials of the committee should be kept, where the necessary correspondence can be done by a clerk, and where interviews with students and parents may be had. As this must be under the direct supervision of the Secretary, it is proposed that he should be allowed an office rent of Rs. 30 a month and should set aside a room at his private house for these purposes.

(3) It is difficult to estimate in the short experience of the committee what will be the amount of clerical work that will be necessary; but judging from the month or two which have elapsed since the committee was formed and the probability of increasing work as it becomes more widely advertised and known, it seems to be necessary that the Secretary should have Rs. 15 a month in his hands to provide for extra clerical help.

	RS.
Stamps	20
Stationery	30
Coolie	10
Total	60

(4) Then there will be the out-of-pocket expenditure of about Rs. 60 a year on stamps, stationery and coolie charges.

The committee would suggest that these expenses may be conveniently met by a lump contingency allotment of Rs. 260 for the remainder of this official year. As the work is in an experimental stage at present, it is impossible to estimate with any greater accuracy how this sum would be apportioned to the various items; for instance the details of stationery required cannot be worked out, and for next year at any rate it is suggested that the Secretary should have discretion to purchase what he finds necessary. I am	
Initial expense	RS. 50
Office rent for five months (October to February) ..	150
Clerk for three months (December to February) ..	45
Stamp, stationery, etc., for three months, $\frac{1}{4}$ of 60	15
Total	260

also to request that a budget allotment be provided for the next official year on the same scale. If this can be allowed, a permanent advance of Rs. 100 might be sanctioned.

Finally, I am directed to request you to obtain the sanction of Government to this committee having its printing done at the Government Press.

Order—No. 74, Educational, dated 12th February 1910.

The Secretary, Madras Students Advisory Committee, applies for an allotment of Rs. 260 for the current year and of Rs. 600 for the year 1910-1911 to meet office rent and other contingent charges including the pay of a clerk. He also applies for a permanent advance of Rs. 100.

2. The Government consider that there is not sufficient work for a full-time clerk, that any occasional clerical assistance that may be found necessary may be paid for from contingencies and that as much of the clerical assistance required will be for making copies of correspondence, the Secretary would be well advised to procure a copying apparatus such, for instance, as the "Treasure" portable copying press. The Government sanction an allowance of Rs. 15 per mensem from the 1st April next for office rent and a sum of Rs. 200 per annum will be allowed for contingent expenditure. For the current year, a sum of Rs. 120 will be sanctioned to meet contingent charges including initial expenses, such as the purchase of almirahs, etc.

3. The Director of Public Instruction will be requested to arrange to place these amounts at the disposal of the Secretary and to allow him a small permanent advance under the note to article 78 of the Civil Account Code.

(True Extract.)

L. M. WYNCH,
Ag. Secretary to Government.

To the Secretary, Madras Students Advisory Committee.
" Director of Public Instruction.
" Accountant-General.
" Financial Department.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 74, EDUCATIONAL, DATED
12TH FEBRUARY 1910.

[SUBJECT.—*Funds to meet expenditure connected with the work of the Students Advisory Committee.*]

Previous papers :

G.O., Nos. 45-46, Edl., dated 25th January 1909.
" No. 539 " " 28th September "
" " 542 " " 29th " "

From the Secretary, Students Advisory Committee, dated 17th December 1909.

The Madras Students Advisory Committee appointed in G.O., No. 542, Educational, dated 29th September 1909, applies for funds to meet the expenditure connected with its work.

2. The committee makes three requests, namely—

- (1) that a lump allotment of Rs. 260 may be made to meet the contingent and other expenditure during the current official year ;
- (2) that an allotment of Rs. 600 may be made for the year 1910-1911 ; and
- (3) that a permanent advance of Rs. 100 may be sanctioned.

3. The sum of Rs. 260 required for expenditure in the current year, is made up of Rs. 50 required for purchasing a cup-board (Rs. 15), a book-shelf (Rs. 10), fifteen copies of "hand-book" (Rs. 15) and two leather circulation bags (Rs. 10) ; of Rs. 150 for office rent for five months from October to February at Rs. 30 per mensem ; of Rs. 45 for a clerk for three months from December to February at Rs. 15 a month ; and of Rs. 15 for stamp, stationery, etc.

4. The allotment of Rs. 600 required for 1910-1911 is made up of Rs. 360 for office-rent ; Rs. 180 * for the clerk and Rs. 60 for stamps, stationery, etc.

* At Rs. 15 a month.

5. The necessity for the initial expenditure of Rs. 50 in the current year and for office rent and the clerk is fully explained in sub-paragraphs (1), (2) and (3) of the committee's letter.

6. It is for consideration whether the amounts applied for by the committee may be sanctioned. If they are to be sanctioned, the Financial Department may be asked to allot the required funds.

7. As regards the permanent advance, the committee may be requested to submit an application through the Accountant-General under rule 1 to article 77 of the Civil Account Code.

8. The committee further requests to have its printing done at the Government Press. There appears to be no objection to this. It may be noted in this connection that in G.O., No. 539, Educational, dated 28th September 1909, the Secretary to the committee has been permitted to use service postage stamps.

K. RANGASWAMI AYYANGAR—24-12-09.

The committee proposes to pay Rs. 30 per mensem for the rent of a room in the Secretary's private house. In other words to pay the Secretary Rs. 30 *per mensem*. However, the Secretary's private house is probably the most suitable place for interviewing students, etc., and Mr. Davies may fairly claim rent for the use of one of his rooms. The proposals may be approved.

C. A. SOUTER—27-12-09.

(a) Initial expenditure, Rs. 50, seems reasonable.

(b) Charges for remainder of this year; clerk, three months, Rs. 45. House-rent, five months, Rs. 150; stationery and contingencies, three months, Rs. 15. The clerk has not been engaged, the interviews have not begun and the furniture and literature to fill the office have not been purchased. I think the allowance for clerk and office rent might be disallowed and the Rs. 15 for contingencies sanctioned. Total to be sanctioned for this year, Rs. 65.

(c) Recurring charges for next year: How again the necessity for paying the Secretary Rs. 30 a month for occasional use of a room in his house, which is only the most conveniently situated in Madras, is not very obvious. Neither is the necessity for a clerk (*vide* Financial note on page 3 and that of Sir G. Forbes on page 4 of G.O., Nos. 45, 46, Educational, dated 25th January 1909) if the allowance to the Secretary is fairly earned.

Some of the literature received from home may be bulky and the stamps and stationery bill will probably be high. Perhaps it would be sufficient to make a lump allotment of Rs. 150 for contingencies of all kinds for next year.

Financial u.o. for remarks.

R. F. AUSTIN—3-1-10.

FINANCIAL DEPARTMENT.

The Secretary to the committee to advise Indian students proceeding to England requests that the following allotments may be allowed to him:—

	1909-1910.	1910-1911.
	RS.	RS.
(i) Initial expenditure for books and furniture	50	Nil.
(ii) Office rent at Rs. 30 <i>per mensem</i>	150	360
	for 5 months.	
(iii) Clerk at Rs. 15 <i>per mensem</i>	45	180
	for 3 months.	
(iv) Stamps, stationery and cooly charges	15	60
	for 3 months.	
	260	600

2. The Educational Department propose:—

(a) Items (ii) and (iii) should be disallowed altogether;

(b) An allotment of Rs. 65 for (i) and (iv) may be made during 1909-1910;

(c) An allotment of Rs. 150 for item (iv), against Rs. 60 asked for, may be given for contingencies of all kinds.

3. These proposals may, it is submitted, be accepted in Financial. If they are accepted, the provision of Rs. 720 for the Secretary in the budget estimate

May be accepted.

C. REILLY. for 1910-1911, under "22. EDUCATION—MISCELLANEOUS" can be increased by Rs. 150 in the second edition of the Civil Budget Estimate by raising the sum of Rs. 300 deducted for rounding

C. REILLY. | under the major head 22. EDUCATION.

4. *Permanent advance.*—The Secretary to the committee requests that a permanent advance of Rs. 100 may be sanctioned, and the Educational Department propose to ask the Secretary to submit an application through the Accountant-General. Attention is solicited to note to article 78, Civil Account Code. It is submitted that the Educational Department may be requested to consider the feasibility of the Secretary being placed in funds by the Director of Public Instruction.

5. *Printing.*—The Secretary requests that the printing work of the committee may be executed at the Government Press, and the Educational Department see no objection to this proposal.

We may agree.

C. REILLY.

6. [In this connection it is submitted that the Secretary to the Rule Committee is paid a monthly allowance of Rupees 100 *per mensem* and is allowed an establishment costing Rs. 53 *per mensem*. He is also allowed a room free of rent in the High Court. The stationery required is supplied by the Superintendent of Stationery, and the printing work is arranged for by the High Court. The contingent expenses of the committee are met from the contingent allotment at the disposal of the High Court.]

V. GOPALAKRISHNAN—11-1-10.

C. REILLY—12-1-10.

I agree with the Registrar.

W. S. MEYER—13-1-10.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Submitted for orders.

K. RANGASWAMI AIYANGAR—17-1-10.

This department may agree with Financial?

C. A. SOUTER—17-1-10.

I have since seen Mr. Arthur Davies. His proposals, which were largely suggested and wholly approved by his committee, were made in the dark, the nature of the work being at that time imperfectly understood. Things are now, however, beginning to shape themselves a little. Not much work was done up to the end of last year. This month Mr. Davies has interviewed eight inquirers after home studies and has written an average of one letter per day. The work will increase as time goes on. The committee meets quarterly in the Senate House at the time of the Senate meetings when most of the mufassal members are in Madras. The Secretary has neither time nor place for work at the High Court and accordingly holds interviews and conducts correspondence at his house. The "hand book" only costs a rupee and is sent out from home revised from time to time. In order to secure, as far as possible, without undue advertisement, that students contemplating a voyage to England shall be directed to the committee for advice, it will be necessary for the Secretary to place himself gradually in touch with Principals of colleges, etc., and with some well-informed individual or individuals in every district, possibly in every division or taluk and every town. There is not work

L. M. WYNCH—20-1-10.

for a full-time clerk and is not likely to be. A little occasional clerical assistance might be met from contingencies.

Initial expenditure.—The Secretary must have an almirah to keep his books and records, and the other articles he asks for are not unreasonable. As most of the clerical assistance he will require will be for making copies of correspondence, he might well be advised to get some copying apparatus, which would save its cost very soon. The "Treasure" portable copying press, *e.g.*, only costs Rs. 15, foolscap

L. M. WYNCH—22-1-10.

size, at the Army and Navy Stores, Bombay. A copying book costs about

Rs. 3, I would increase the allotment for initial expenses to Rs. 70.

Office-rent.—Some rent should be paid, I think, for an office, as interviews will always be a larger part of the Secretary's duties, and the records and furniture will have to be housed somewhere. The only place for these purposes will probably be the Secretary's residence, wherever he is. At present there is no

L. M. WYNCH.

furniture and very few books or records, so I would not recommend the grant of house-rent during the current financial year, but would suggest Rs. 15 a month from 1st April next. Mr. Davies has a commodious study or office room in his house, the rent of the house being Rs. 135 a month. So the office rent suggested is not excessive.

Clerk.—As explained above, I think there is no necessity to entertain a clerk or L. M. WYNCH. to provide specifically for clerical assistance.

Recurring expenditure, sundry.—I think it would be better to lump the whole under a contingent allotment. This will include purchase of stationery and stamps (the Secretary has been providing his own hitherto) and books, and occasional clerical assistance if necessary. I am inclined to think it should include printing, as Mr.

He might try this plan to start with. L. M. WYNCH. Davies can get it done cheaply enough by the High Court printers and these petty jobs give a disproportionate amount of trouble to the Government Press. I do not see why the whole of the contingencies need exceed Rs. 15 a month or, say, Rs. 200 for a year. In that case I would allow Rs. 50 for the remaining portion of the current financial year.

My proposals would then be—

		1909-1910.		1910-1911.	
		RS.		RS.	
65—vide Financial note on page 4.	Initial expenses (a)	..	..	70	..
L. M. WYNCH.	Rent	..	..	..	180
(a) Rupees 52 already proposed and Rs. 20 for copying press.	Contingencies (b)	..	..	50	200
(b) Calculated on actuals up to date.	Total	..	..	120	380

Printing to be done at private presses and the Secretary to be allowed Rs. 50, permanent advance, which should be sufficient.

R. F. AUSTIN—20-1-10.

Please forward to the Director of Public Instruction *u.o.* with reference to the suggestion made at A on page 2 of the Financial Department note, *i.e.*, for remarks whether he can provide Rs. 50 this year and Rs. 200 next year out of his contingent allotment.

L. M. WYNCH—22-1-10.

To the Director of Public Instruction.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

I shall doubtless be able to provide the amounts proposed above.

A. G. BOURNE—24-1-10.

To the Educational Department *u.o.*

EDUCATIONAL DEPARTMENT.

Draft submitted for approval. If approved, it may be sent to the Financial Department for acceptance.

T.K.—25-1-10.

K. RANGASWAMI AYYANGAR—1-2-10.

C. A. SOUTER—1-2-10.

The draft below is circulated for acceptance. The terms now proposed are slightly different from those originally proposed and accepted by Financial. The reasons will be found in the Deputy Secretary's note, pages 3-4, written after personal discussion with the Secretary of the Students Advisory Committee.

L. M. WYNCH—2-2-10.

To the Financial Department.

FINANCIAL DEPARTMENT.

It is now proposed to permit the Secretary, Madras Students Advisory Committee, to incur an expenditure of Rs. 120 in the current year, and Rs. 380 in the coming year. The Director of Public Instruction will be able to find the small sum of Rs. 120 required in 1909-1910 by reappropriation from the budget grant under 22. EDUCATION. For 1910-1911, the Accountant-General may be requested to include in the final edition of the Civil Budget Estimate a sum of Rs. 380 under 22-1. EDUCATION—MISCELLANEOUS by manipulating the additions for rounding so that the total figure under 22. EDUCATION may remain unaffected. Draft *u.o.* note to the Accountant-General is submitted.

2. The draft may, it is submitted, be accepted.

T.A.S.—3-2-10.

V. GOPALAKRISHNAN—3-2-10.

Issue.

C. REILLY—4-2-10.

W. S. MEYER—6-2-10.

(U.O. note to the Accountant-General, despatched on 7th February 1910.)

The draft order is submitted for approval.

L. M. WYNCH—9-2-10.

Approved.

M. H[AMMICK]—11-2-10.

Issue.

L. M. WYNCH—12-2-10.

[G.O., No. 74, Educational, dated 12th February 1910.]

CURRENT FILE.

CONTENTS.

From	Number.	Date.	Pages.
[2296] The Secretary, Students Advisory Committee Madras		17-12-09	1 to 4

~~They~~ and that as contingencies & ~~so~~ much of the clerical assistance ~~which will be~~ required will be for making copies of correspondence, the Secretary would be well advised ~~will be advised~~ to procure ~~some~~ copying apparatus. The Govt. sanction an allowance of Rs 15 p.m. from the 1st April next ^{office} for rent and a sum of Rs 200 per annum will be allowed for contingent expenditure. For the current year a sum of Rs 120 will be ^{Sanctioned} ~~allowed~~ to meet contingent charges including initial expenses, such as the purchase of a microscope.

3. The D.P.I. will be requested to arrange to place these amounts at the disposal of the Secretary and to allow him a small permanent advance under the note to article 78 of the civil account Code.

Cat
11/2

7th
12-10
1. 2. 10

Lub.
2/2/10

A Such for instance, as the 'Treasure' portable Copying press.

Desford
12-2-10

- To
The Secy ^{Madras} Students Advisory Committee ✓
-- D.P.I. ✓
-- A.G. ✓
-- Finl. Offr. ✓

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

EDUCATIONAL DEPARTMENT.
LEGISLATIVE

Current No. 2296, dated 18 — 12 — 1909.

G.O., No. 74, dated 12 — 2 — 1910.

(b)

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

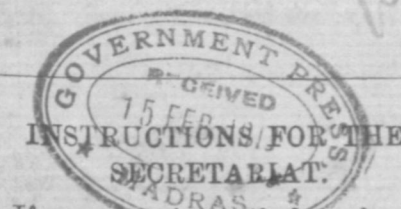
Docket. Madras Students Advisory Committee. — Sanctioning Rs. 1000 allowance of Rs. 1000 from the 1st April next for office rent and a sum of Rs. 1000 per annum for contingent expenditure reqd by the Secretary and request for disposal of the Secretary's Committee.

FOR RECORD.*					
Madras Records	...	...	...	30	15
Ooty Records	...	...	...	3	1
For filing with original	...	...	...	1	1
Total				34	17

FOR ISSUE.†

	Letter only.	Complete G.O.	Special issue copies of G.O. (b)		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		
			5		
			10		
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.....					
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The.....					
Total					

Spare copies.



(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
GOVT.

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.....	15.2.10.....
First proof furnished on.....	19.2.10.....
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	21.2.10.....
Final copies supplied on.....	26.2.10.....

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	15	19	
" " " Issue.....	20		
For Volumes.....	16		
For E.T.....			
Total ...			