

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1911.

Enclosures

Spare copies

✓ G.O., No. 132, 6th March 1911.

Building grant.

Directing that applications for building grants should in future be accompanied by two copies of plans and estimates.

Government of Madras.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following paper :—

G.O., No. 672, Educational, dated 21st September 1908.

ABSTRACT.—Directing that plans and estimates submitted by managers of schools and other educational institutions with applications for building grants should be prepared and signed by a competent person and that estimates should be prepared on the form prescribed by Government.

Order—No. 132, Educational, dated 6th March 1911.

Article 50 of the Grant-in-Aid Code provides that applications for grants under chapter VIII of the Code shall be accompanied by a plan and an estimate of the cost of the work prepared by a professional or other competent person. Further instructions in regard to the preparation of the plans and estimates intended for submission to Government with applications for building grants were issued in G.O., No. 672, Educational, dated 21st September 1908.

2. It has now been brought to notice that it will greatly facilitate the disposal of subsequent references if a copy of the plans and of the abstract estimate connected with each institution for which a grant has been sanctioned could be kept in the records of the office of the Chief Engineer who scrutinizes them. The Director of Public Instruction will accordingly be requested to arrange that future applications to Government for building grants are, in each case, accompanied by a detailed estimate, two copies of all plans and two copies of the abstract estimate. The duplicate plans may consist of a tracing and a blue print or of two blue prints which the Government understand can be obtained at a very small cost.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.
„ Public Works Department.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 132, EDUCATIONAL,
DATED 6TH MARCH 1911.

[SUBJECT.—Duplicate copies of plans and estimates.]

EDUCATIONAL DEPARTMENT.

Extract from the notes on the file relating to the application for a building grant towards the cost of constructing a building for the Evangelical Lutheran Mission School, Ambur, North Arcot district :—

It will be of considerable assistance if Educational can pass orders that duplicate plans and two copies of the abstract estimate are to be submitted in these cases of "Grant-in-Aid" buildings. The duplicate plans may consist of a tracing and a blue print or two blue prints. Such copies can be obtained by the Educational body concerned at very small cost and will be recorded here to facilitate further reference, as is done now in the case of Government works.

P. HAWKINS—20-1-11.

A draft order is placed below for approval. It may be sent to Public Works Department u.o. for acceptance.

K. RANGASWAMI AIYANGAR—11-2-11.

Public Works Department u.o. for acceptance.

G. F. PADDISON—13-2-11.

PUBLIC WORKS DEPARTMENT.

For retention in the Chief Engineer's office, what is required in addition to a copy of the plan is a copy of the *abstract* estimate—not of the detailed estimate.

Submitted therefore that it may be suggested to Educational that paragraph 2 of the draft order may be amended accordingly.

P.V.—18-2-11.

Yes. The abstract is a small matter and is all that is required. We need not ask for the complete estimate.

P. HAWKINS—1-3-11.

EDUCATIONAL DEPARTMENT.

The draft as amended by the Public Works Department may issue.

P.R.—4-3-11.

K. RANGASWAMI AIYANGAR—4-3-11.

Issue.

G. F. PADDISON—5-3-11.

[G O., No. 132, Educational, dated 6th March 1911.]

Read again G.O. No. 672 Edl., dated 21-9-1903.

abstract attached
2P

ORDER -
P. S.

No 132 dated 6.3.11

Article 50 of the Grant-in-Aid Code provides that applications for grants under Chapter VIII of the Code shall be accompanied by a plan and an estimate of the cost of the work prepared by a professional or other competent person. Further instructions in regard to the preparation of the plans and estimates intended for submission to Government with applications for building grants were issued in G.O. No. 672 Educational, dated 21st September 1903.

2. It has now been brought to notice that it will greatly facilitate the disposal of ^{subsequent} references if a copy of the plans and ~~estimates~~ connected with each institution for which a grant has been sanctioned could be kept in the records of the office of the Chief Engineer who scrutinizes them. The Director of Public Instruction will accordingly be requested to ~~submit to Government two copies of all plans and estimates accompanying future applications for building grants.~~ The duplicate plan

Spb13

✓ of the abstract estimate

Arrange that future applications to Govt. for building grants are, in each case, accompanied by a detailed estimate, two copies of all plans and two copies of the abstract estimate.

344

may consist of a tracing and a blue
print or ^{of} two blue prints which the
Government understand can be obtained
at a very small cost.

*George
S. K. Smith
11.11*

10
11-2-11

13-2-11

To

The D.P.I.
" P.W.D. *11-3-11*

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

EDUCATIONAL
LEGISLATIVE DEPARTMENT.

Current No., dated 190 ..

G.O., No. 132, dated 18.11.16 - 23 - 1901.

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

Docket Plans and Estimates
Directing that applications for
building grants should in future be
accompanied by two copies of

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	...	...	...	30	15
Ooty Records	...	...	...	3	3
For filing with original	...	...	...	1	1
Total	...	...	...	34	19

FOR ISSUE.†

	Letter only.	Complete G.O.	Special issue copies 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.....		10			
Local and Municipal Department.....					
.....Dept.					
Total					
Spare copies.					
The Director of Public Instruction.....		5			
The Comr. for Govt. Examinations.....					
The Superintendent, Govt. Museum.....					
The Surgeon-General.....					
The Accountant-General.....					
The Collector of.....					
The P. D. B.....					
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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.

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

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(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.

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A

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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.
..... Supdt.

..... Clerk.
..... Supdt.

..... Clerk.
..... 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.....	11-3-11 Lh
First proof furnished on.....	17-3-11 Lh
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	27-3-11 Lh
Final copies supplied on.....	30-3-11 Lh

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	34		
" " " Issue.....	15		
For Volumes.....	16		
For E. T.....			
Total	65		