

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1911.

Enclosures

Spare copies

G.O., No. 304, 20th May 1911.

Government Girls' School, Ramanujabhajanakutam, Palghat.

Sanctioning proposition statement for the employment of an additional teacher on Rs. 20
per mensem in the —.

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GOVERNMENT OF MADRAS.
EDUCATIONAL DEPARTMENT.

READ—the following paper:—

Letter—from the Hon'ble Mr. J. H. STONE, M.A., F.R.H.S., Acting Director of Public Instruction.

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

Dated—Madras, the 19th April 1911.

No.—Ref. on Cur. 2004/11.

I have the honour to request you will be so good as to obtain the sanction of Government for the employment with effect from 1st July 1911 of an additional teacher on Rs. 20 per mensem in the Government Girls' School, Ramanujabhajanakutam, Palghat.

The Inspectress of Girls' Schools, Southern Circle, reports that since its transfer

Standard.	Strength in 1911.	Strength in May 1910.
Sixth	3	..
Fifth	4	5
Fourth	2	3
Third	7	7
Second	18	8
First	25	9
Infant	44	9
Total ..	103	41

posals seems to me to be reasonable and is in accordance with the provisions of rules 81 and 82 of the Madras Educational Rules.

I beg to submit herewith the usual proposition statement and to state that a reappropriation statement pointing out the source from which the extra charge during the current year can be met will be submitted on receipt of the Civil Budget estimates.

ENCLOSURE.

STATEMENT of proposition for revision of establishment.

Order sanctioning present establishment. Government of Madras, Educational Department.		Office to which the proposition refers.			Nature of charge.										Proposed scale.				Present scale.							
1	2	3	4	5	Designation.			Pay.			Average cost.			Designation.			Pay.			Average cost.			Proposed scale.		Present scale.	
Number.	Date.		Number.		Minimum.	Increment.	Maximum.		Number.		Minimum.	Increment.	Maximum.		Minimum.	Increment.	Maximum.		Number.		Minimum.	Increment.	Maximum.		Number.	
	25th August 1905.	Government Girls' School, Ramanaipalhat.	1	Headmistress	..	..	..	..	1	Headmistress	..	..	..	..	..	..	..	..	1	Headmistress	..	..	..	..	..	..
			1	First assistant	..	..	..	..	1	First assistant	..	..	..	..	..	..	..	..	1	First assistant	..	..	..	..	..	..
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EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 304, EDUCATIONAL, DATED
20TH MAY 1911.

[SUBJECT.—*Appointment of an additional teacher in the Government Girls' School,
Ramanujabhajanakulam, Palghat.*]

From the Director of Public Instruction, dated 19th April 1911, No. 2004.

In the circumstances stated, the Director's proposal to appoint a headmistress on Rs. 20 per mensem may be approved.

2. With reference to the Accountant-General's remark in paragraph 1 of his endorsement, on page 4 of current file the conductress may be omitted from the proposition statement.

3. A draft order is submitted for approval. If approved, it may be sent to Financial for acceptance.

T.K.—9-5-11.

K. RANGASWAMI AYYANGAR—10-5-11.

Secretary—

M. S. MASCARENHAS—10-5-11.

L. DAVIDSON—11-5-11.

To the Financial department.

FINANCIAL DEPARTMENT.

The proposed addition is in accordance with rules 81 and 82 of the Madras Educational rules. The draft may be accepted, the sanction being registered as No. 80 of 1911-1912.

K.P.A.—12-5-11.

Accepted in Financial.

C. REILLY—13-5-11.

H. A. STUART—18-5-11.

To the Educational department.

EDUCATIONAL DEPARTMENT.

Issue.

M. S. MASCARENHAS—20-5-11.

[G.O., No. 304, Educational, dated 20th May 1911.]

2,000-15-3-09

b

” ” ” ” ” 19

READ ALSO:—

” ” ; ” ” ; ” ; ” 19

" " " " , " " 19

ORDER.

P. S.

No. 304, dated 20. 5. 1911

The proposition statement
is sanctioned.

2. The sanction is registered
as no 80 of 1911-1912.

3. The necessary reappropriation of funds should be made before the extra expenditure involved is incurred.

77.
9-5-11

10-5-11

Wm. S. 1874

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Scrim ~~\$~~ 600.00
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The D.P.J.

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statement.

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ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

EDUCATIONAL
DEPARTMENT.

Current No., dated 190 ..

G.O., No. 304, dated 20-5 1911.Number of MS. pages sent { Correspondence including order or orders
(b)
(b¹)
Notes.Docket. Govt. High School RamanujaChanganacherry, PalghatSanctioning prop^o stafffor the employment of an additionalteacher on Rs 20 per mensem inthe

Number (c) of copies required when struck off (not including

copies for volumes and editors' table which are retained

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Complete

Correspondence

and orders.

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The Comr. for Govt. Examinations.....

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The Collector of.....

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* Copies distributed on.....*(Press Clerk.)

† Copies distributed on.....*(Despatcher.)

* To be initialed and dated.

P.T.O.

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.

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.

Press Please print the original proof as an enclosure to the letter from the S.P.I. & the proof as altered in pencil as an annexure to the order.

Handwritten signature/initials
22/5/11

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
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Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	2-6-11 <i>LB</i>
Final copies supplied on.....	10-6-11 <i>LB</i>

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