

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

} 1911.

Enclosures

Regd.

Spare copies

G.O., No. 475, 15th July 1911.

Report on Public Instruction.

Communicating to the Director of Public Instruction letter from the Government of India
on the subject of the curtailment of the annual —.

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on the subject of the curtailment of the annual —.

GOVERNMENT OF MADRAS:

EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

G.O., No. 355, Educational, dated 26th June 1901.

ABSTRACT.—Communicating to the Director of Public Instruction and the Superintendent, Government Museum, with remarks, proceedings, Public Department, on the resolution of the Government of India regarding the curtailment and reduction of periodical reports and returns.

II

G.O., No. 456, Educational, dated 16th August 1901.

ABSTRACT.—Approving the proposals of the Director of Public Instruction for the curtailment of the report on public instruction.

III

Letter—from the Hon'ble Mr. H. SHARP, Joint Secretary to the Government of India, Department of Education (Education).

To—the Secretary to the Government of Madras, Educational Department.

Dated—Simla, the 13th June 1911.

No.—800.

The attention of the Government of India has been drawn on more than one occasion of late to the exacting character of the annual reports of the Directors of Public Instruction. It has been calculated that for not less than a month every year the time of the Inspectorate and the Director himself is occupied in writing their annual reports.

2. The Governor-General in Council thinks that this is not consistent with efficiency. At the present stage of educational advance and with increasing demands on their time, the Director and Inspectorate can, in his opinion, be best engaged in doing things and seeing things done rather than in writing reports. Times have changed since the reports were the sole or chief means of information on educational matters or control of them. Not only are public conferences now common, but educational questions are freely and enthusiastically debated in the imperial and legislative councils, while educational statistics with a summary will in future be published and presented with the imperial budget.

3. The Government of India have come to the conclusion that efficiency will best be secured by shortening the annual reports to the annual statistical tables with a general summary of the salient features of the year, on the lines of the general summary to be found in the majority of recent reports. Information of a more elaborate kind will be contained in the quinquennial reports—though in the case of some of these also it is thought that some curtailment is desirable, and that, so far as is consistent with the utility of these reports as works of reference, they should confine themselves to a narrative of the broad policy pursued during the period under review and the success it has achieved.

4. I am to ask that, if His Excellency the Governor in Council has no objection, instructions may be issued accordingly.

Order—No. 475, Educational, dated 15th July 1911.

Communicated to the Director of Public Instruction with the request that the report on public instruction now under preparation may be shortened in the manner suggested by the Government of India and that the instructions of that Government may be observed in the drafting of future annual and quinquennial reports.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction

NOTES CONNECTED WITH G.O., No. 475, EDUCATIONAL, DATED
15TH JULY 1911.

[SUBJECT.—*Curtailment of the report on Public Instruction.*]

From the Government of India, No. 800, dated 13th June 1911.

In the year 1901 the Government of India dealt with the question of the curtailment and reduction of periodical reports and returns in order to remove the complaint which had then been often made that the time of officers engaged in the different branches of civil administration was occupied in the preparation of reports and returns to an extent that was detrimental to the proper performance of their other duties and issued two resolutions on the subject. In the first resolution dated G.O., No. 519, Public, dated 22nd May 1901. 28th February 1901, the Government of India enunciated the general principle which should be followed in the preparation of periodical reports and returns and in the drawing up of the reviews of such reports, and in the second, which was issued on the 26th March following, they dealt with the question of the extent to which the reports submitted by the local Governments might be curtailed, and prescribed a maximum limit for each report. The report on public instruction was dealt with in paragraph 4 of the second resolution above referred to and 40 pages of printed matter was prescribed as the maximum limit for it. The length of the report is accordingly now limited to 40 pages.

2. In their present communication the Government of India propose to shorten the report still further. They say that in future the annual report on public instruction should be confined to the annual statistical tables "with a general summary of the salient features of the year". Information of a more elaborate kind should, they observe, be given in the quinquennial reports which also, they consider, should be curtailed and confined to a narrative of the broad policy pursued during the period under review and the success it has achieved. They request that if the Governor in Council has no objection, instructions may be issued accordingly.

3. The reasons for the curtailment of the report are given in paragraph 2 of the Government of India's letter. There appears to be no objection to the curtailment of the reports, as suggested by that Government.

4. The draft below is for approval.

T.K.—1-7-11.

K. RANGASWAMI AIYANGAR—1-7-11.

The last quinquennial report was for the period ending 31st March 1907; the next is due in 1912. Please revise the draft so as to recite *in abstract* the latest Government Orders—I mean let the proof read G.Os., Nos. 355, Educational, dated 26th June 1901, and 456, Educational, dated 16th August 1901, in abstract; then print India's present letter *in extenso*—they had better speak for themselves and in their own language. Last of all let paragraph 2 as revised stand for the Government Order and submit in proof to Honourable Member for approval.

L. DAVIDSON—3-7-11.

The papers have been printed as directed and are submitted for approval.

T.K.—9-7-11.

K. RANGASWAMI AIYANGAR—10-7-11.

L. DAVIDSON—11-7-11.

Approved. I don't altogether like it. The Director of Public Instruction's reports have been useful and interesting.

M. H[AMMICK]—14-7-11.

[G.O., No. 475, Educational, dated 15th July 1911.]

READ—the following papers:—

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III

Letter—from the Hon'ble Mr. H. SHARP, Joint Secretary to the Government of India, Department of Education (Education).

To—the Secretary to the Government of Madras, Educational Department.

Dated—Simla, the 13th June 1911.

No.—800.

The attention of the Government of India has been drawn on more than one occasion of late to the exacting character of the annual reports of the Directors of Public Instruction. It has been calculated that for not less than a month every year the time of the Inspectorate and the Director himself is occupied in writing their annual reports.

2. The Governor-General in Council thinks that this is not consistent with efficiency. At the present stage of educational advance and with increasing demands on their time, the Director and Inspectorate can, in his opinion, be best engaged in doing things and seeing things done rather than in writing reports. Times have changed since the reports were the sole or chief means of information on educational matters or control of them. Not only are public conferences now common, but educational questions are freely and enthusiastically debated in the imperial and legislative councils, while educational statistics with a summary will in future be published and presented with the imperial budget.

3. The Government of India have come to the conclusion that efficiency will best be secured by shortening the annual reports to the annual statistical tables with a general summary of the salient features of the year, on the lines of the general summary to be found in the majority of recent reports. Information of a more elaborate kind will be contained in the quinquennial reports—though in the case of some of these also it is thought that some curtailment is desirable, and that, so far as is consistent with the utility of these reports as works of reference, they should confine themselves to a narrative of the broad policy pursued during the period under review and the success it has achieved.

4. I am to ask that, if His Excellency the Governor in Council has no objection, instructions may be issued accordingly.

Order—No. 475, Educational, dated 15th July 1911.

Communicated to the Director of Public Instruction with the request that the report on public instruction now under preparation may be shortened in the manner suggested by the Government of India and that the instructions of that Government may be observed in the drafting of future annual and quinquennial reports.

(True Extract.)

To the Director of Public Instruction.

L. Davidson,
Ag. Secretary to Government.

des ps
18.7.11.

Sp. copies
des ps
18.7.11.

10.
11.7.11
Send E.L. slip
before stamp

C.No.1431.

ORDER:
P.S.

The Government of India consider that a large part of the time of the Director and Inspectorate which is now spent in writing their reports might more profitably be utilized in doing things and seeing things done in connection with the educational administration. They have accordingly come to the conclusion that ^{the} efficiency of the administration will best be secured by shortening the annual reports, to the annual statistical tables with a general summary of the salient features of the year, on the lines of the general summary to be found in the majority of recent reports. Information of a more elaborate kind should ~~the Government of India Consider~~ be given in the quinquennial reports, though in the case of some of these also, it is thought that some curtailment is desirable, and ^{they point out} that, so far as is consistent with the utility of these reports as works of reference, they should confine themselves to a narrative of the broad policy pursued during the period under review and the success it has achieved.

2. The D.P.I. will be informed that the report on Public Instruction now under preparation should ^{may} accordingly

Communicated to the
D.P.I. with the request

EDUCATIONAL DEPARTMENT.
GOVERNMENT OF MADRAS.
No. 355, Educational, dated 28th June 1911.

Read—the following papers:—

I

G.O. No. 355, Educational, dated 28th June 1911.
Abstract—Communicating to the Director of Public Instruction and the Government of India regarding the contents and reduction of periodical reports and returns.

II

G.O. No. 450, Educational, dated 18th August 1907.
Abstract—Approving the proposals of the Director of Public Instruction for the contents of the report on public instruction.

III

Letter from the Hon'ble Mr. H. S. S. to the Government of India, dated 18th June 1911.
To the Secretary to the Government of Madras, Educational Department.
Subject—Reports, the 18th June 1911.

The attention of the Government of India has been drawn on more than one occasion of late to the exacting character of the annual reports of the Director of Public Instruction. It has been calculated that for not less than a month every year the time of the Inspectorate and the Director himself is occupied in writing their annual reports.

2. The Governor-General in Council thinks that this is not consistent with efficiency. At the present stage of educational advance and with increasing demands on their time, the Director and Inspectorate can, in his opinion, be best engaged in doing things and seeing things done rather than in writing reports. Times have changed since the reports were the sole or chief means of information on educational matters or control of them. Not only are public conferences now common, but legislative councils, while educational statistics with a summary will in future be published and presented with the annual budget.

3. The Government of India have come to the conclusion that efficiency will best be secured by shortening the annual reports to the annual statistical tables with a general summary of the salient features of the year, on the lines of the general summary to be found in the majority of recent reports. Information of a more elaborate kind will be contained in the quinquennial reports—though in the case of some of these also it is thought that some curtailment is desirable, and that so far as is consistent with the utility of these reports as works of reference, they should confine themselves to a narrative of the broad policy pursued during the period under review and the success it has achieved.

4. I am to ask that, if His Excellency the Governor in Council has no objection, instructions may be issued accordingly.

Order—No. 355, Educational, dated 28th June 1911.

Communicated to the Director of Public Instruction with the request that the report on public instruction now under preparation may be shortened in the manner suggested by the Government of India and that the instructions of that Government may be observed in the drafting of future annual and quinquennial reports.

(The Extract)

4. Secretary to Government

To the Director of Public Instruction

be shortened in the manner suggested
by the Government of India. and that the
instructions of that Government
regarding the preparation
of the annual and quinquennial reports
should be borne in mind
~~when such reports are~~
preparation of such reports
in future.

may be observed
in the drafting of future
annual and quinquennial
reports.

3-7 x 1

1-7-11

Recd
18.7.11
Sp. C. P. I.
depts
19.7.11

To the D.P.I.

ORDINARY.

PREFERENCE.

URGENT (a).

EDUCATIONAL DEPARTMENT.

Current No....., dated.....190

G.O., No. 475, dated 15th July 1911.

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

Docket Report on Public Instruction

Communications to the Govt. of India on the subject of the annual report

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	...	...	2	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.....		2			
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Govt. of India.....Dept.					
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Judicial Department.....					
Financial Department.....					
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
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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.

(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.

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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.

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B

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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.

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First proof furnished on.....	
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Revised proof furnished on.....	
Corrected proof received for striking on.....	
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