

Government of Madras.

EDUCATIONAL DEPARTMENT.

CONFIDENTIAL.

G.O., No. 519, 31st July 1911.

Law College.

Requesting the Director of Public Instruction to submit a special report upon the system of management of the — and the recruitment of its subordinate staff.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Government of Madras.

EDUCATIONAL DEPARTMENT.

~~CONFIDENTIAL.~~

Recd.

Regd.

} 1911.

Enclosures

Spare copies

G.O., No. 519, 31st July 1911.

Law College.

Requesting the Director of Public Instruction to submit a special report upon the system of management of the — and the recruitment of its subordinate staff.

CONFIDENTIAL.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

G.O., No. 722, Educational, dated 7th December 1910.

ABSTRACT.—Sanctioning the proposition statement for the reorganization of the professorial staff of the Law College, Madras.

II

Letter—from H. SHARP, Esq., Joint Secretary to the Government of India, Department of Education (Education).

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

Dated—Calcutta, the 27th February 1911.

No.—293.

I am directed to refer to your letter No. 723, dated the 7th December 1910, in which it is proposed that the two posts of assistant professors in the Law College at Madras should, with effect from the 1st March 1911, be made whole-time appointments, on Rs. 250—²⁵/₂—400 a month each, with the privilege of earning leave and pension under the ordinary rules in the Civil Service Regulations, the incumbents of the posts being debarred from taking private practice.

2. In reply I am to say that, so far as the Government of India are aware, the present system of appointing part-time lecturers in law has worked well elsewhere. It possesses the advantage of securing the services of good practising lawyers without involving any pensionary charges and of enabling the Government to make changes in the staff from time to time should this be deemed desirable. The Government of India are inclined to doubt whether the pay proposed for the whole-time assistant professors of law would attract the best qualified lawyers; and they fear that, even should it do so, the incumbents will fall out of touch with the practical side of the legal profession. In this connection I am to invite the attention of the Governor in Council to paragraph 121 of the Report of the Indian Universities Commission, 1902. The Commission contemplated the employment of half-time instructors as the only arrangement likely to secure the services of men possessing a thoroughly practical knowledge of their subject. And it would seem that the tutorial duties could, in the present instance be performed by the Principal or be arranged for by some other means which would not involve the maintenance of the whole staff (with one exception) upon a permanent footing.

3. I am therefore to suggest that the question should be re-considered in the light of these remarks. If, however, the Governor in Council still prefers the scheme proposed in your letter, the Governor-General in Council will have no objection to its introduction.

III

Memorandum No. 465-1, Educational, dated 25th April 1911.

The Registrar of the Madras University is requested to furnish Government at an early date with a copy of the report of the committee which recently inspected the Law College under the authority of the university, together with the remarks, if any, thereon by the Syndicate.

(By order.)

M. S. MASCARENHAS,
Under Secretary to Government.

To the Registrar of the University of Madras.

IV

Memorandum No. 465-2, Educational, dated 28th April 1911.

The Director of Public Instruction is requested to report how often the Law College Council met in the past two years and whether he had the minutes of proceedings of the council forwarded to him under rule 5 of the rules regulating the constitution and working of the Law College. He is requested to submit, for the perusal of Government, the minutes of proceedings of the council, if any, which may have been so forwarded to him.

(By order.)

M. S. MASCARENHAS,
Under Secretary to Government.

To the Director of Public Instruction.

V

Letter—from F. DEWSBURY, Esq., B.A., LL.B., Registrar, University of Madras.

To—the Secretary to Government, Educational Department.

Dated—Senate House, the 27th April 1911.

No.—1828.

In compliance with the request contained in Educational department memorandum No. 465-1, dated 25th April 1911, I have the honour to furnish Government herewith with a copy of the Report of the University Inspection Commission on the Madras Law College.

The Syndicate, at its meeting held on 7th March 1911, adopted a recommendation of its committee, to whom the report had been referred for consideration, that the attention of the management be called to the recommendations made by the Inspection Commission on page 6 of the report.

ENCLOSURE.

UNIVERSITY OF MADRAS.

Report of the Commission appointed to inspect the Law College, Madras; inspected on 17th December 1910.

The Commission originally appointed for the inspection of this college by the Syndicate at its meeting held on November 1, 1910, consisted of the Hon'ble Mr. Justice V. Krishnaswami Aiyar, the Hon'ble Mr. P. S. Sivaswami Aiyar, Mr. J. H. Bakewell, and Dr. A. C. Mitchell. Mr. J. H. Bakewell was not able to accept the appointment as he was about to go on leave, and Dr. S. Swaminathan consented to act in his place. Subsequently Dr. A. C. Mitchell found himself unable to leave Trivandrum for the inspection, and the Syndicate appointed the Rev. J. D. W. Sowell, B.A., to fill the vacancy. On the day of inspection, however, Father Sowell was indisposed and unable to join the Commission. The Commission was accompanied by the Hon'ble Mr. J. H. Stone, Acting Director of Public Instruction, Madras, and by the Registrar as Secretary.

The college, which was founded and affiliated to the University in 1891, and for which the present buildings were erected in 1898, has never previously been inspected by the university. The Commission, therefore, conducted the inspection on lines similar to those which would be adopted in the case of a college applying for the first time for affiliation to the university, and the inquiry covered all the points upon which the Syndicate would require to be satisfied before recommending any application from a college for affiliation.

MANAGEMENT.

The rules sanctioned by Government which regulate the constitution and working of the college state that the college "is intended to afford instruction to students preparing for the B.L. and M.L. degree examinations or the Pleadership examinations, for the Civil and Criminal test examinations, and such other examinations in law as may hereafter be instituted". For the present the college confines its attention to the University and the Pleadership examinations. It is subject to the control of the Director of Public Instruction, and the general management is vested in a council consisting of "two or more Judges of the High Court, one of whom shall be 'President, the Principal, the junior professor, and such other members as may be appointed by 'Government". This council has been in existence since the foundation of the college. It has no fixed dates for meeting, and now practically never meets. The last meeting was stated to have taken place some four or five years ago. The appointments on the council by Government are rarely made; the last appointment was that of the Hon'ble Mr. Justice J. E. P. Wallis in 1902. From that date no changes have taken place on the council except those caused by death or retirement. The number of members of the council is now six: one member of the council is not a resident of Madras. The college council served a useful purpose at the time of the establishment of the college, but since then has had practically no work to perform. The executive management is vested in the Principal who is independent of the council in all matters of discipline though unable to alter the prescribed courses of instruction or the general management of the college without the sanction of the council and of the Director. The Commission considers that it would be advisable that the term of office of the members of the council should be limited to a certain number of years and that the council should meet at least once a year and take into consideration the possibility of further increasing the efficiency and usefulness of the college.

STAFF AND COURSES OF STUDY.

The staff of the college consists of the Principal, the junior professor, and two assistant professors. Provision is made in the rules for the appointment by Government, on the recommendation of the Director, of special lecturers. Before the two assistant professors were permanently appointed to the college, such special lecturers were sanctioned by Government from time to time; for the last five years Government has refused to sanction such appointments on the ground that the permanent staff should undertake any special course of lectures that might be found desirable. In this connection the Commission would draw attention to the requirement of Regulation 347 (i) that all changes in the teaching staff shall be forthwith reported to the Syndicate. This regulation does not appear to have been observed hitherto.

The members of the staff with the exception of the Principal are allowed to have private legal practice, and though under the rules the junior professor is expressly debarred from this privilege, it was stated that he had been granted special exemption from the operation of these rules at the time of renewing his agreement as a member of the college staff. The Principal stated that no inconvenience is caused to the college or the students by the exercise of this privilege which never interferes with the proper conduct of their college duties by the members of the staff. The Commission was given to understand that Government have under consideration a proposal for the appointment of non-practising professors with higher salaries than those paid at the present time. The Commission is of opinion, however, that the salary proposed, namely, Rs. 250 rising to Rs. 500, is not large enough to induce competent men to accept appointment and recommends that the salaries offered should be at least Rs. 500 rising to Rs. 750 if private practice is not to be allowed.

The lecturing hours of the college are from 10 A.M. to 3 P.M. According to the time-tables no students receive more than twelve lectures of an hour each week and some receive less. There are, however, in addition to the lectures, certain classes which are taken by the assistant professors and are intended to afford to the students an opportunity of receiving instruction in certain subsidiary portions of the subjects studied by them and partake somewhat of the nature of tutorial supervision. The Commission was informed that these classes which the students attend for two or three hours a week are extremely unpopular with the students and consequently with the professors. The students dislike being interrogated upon their work in class, and the time occupied by these classes is practically wasted. The Commission considers that the object of Government in insisting upon such classes would probably be better met by the institution of moot classes superintended by a professor, in which the students might discuss the points of cases real or imaginary submitted to their consideration by the professors. Such moot classes have been successfully instituted elsewhere and have been found to be popular with and most beneficial to students. The Commission recommends that such moot classes be instituted, if only experimentally: the services of an additional assistant professor might be required and, if so, an appointment should be made.

The course of lectures which are arranged by the Principal vary very little from year to year. The duration of these courses of lectures varies in length according to the requirements of the various subjects. The Principal is of opinion that the results of the university examinations are quite satisfactory in view of the fact that the students are all *Arts* graduates without of necessity having either training in or taste for the study of law. The percentage of successes in the F.L. and B.L. degree examinations during the last nine years has been 48.2 and 48.8 respectively.

The number of university students in the college at the time of inspection was 310 and that of Pleadership students 50. The Commission was informed that only rarely did the presence of the latter interfere with the arrangements for the former. Sometimes, however, the number of students has been somewhat too large for the class-rooms as is the case at present, and some slight discomfort results. All students of the college attend lectures together except in a few subjects (e.g., in procedure in which subject instruction is afforded to Pleadership students only). Specimen legal forms such as cheques, bills of lading, etc., are provided for the use of students who are instructed in their use and meaning. The progress of students is tested by class-examinations held in the middle of each term so as to allow the students to give particular attention to the subjects in which they prove deficient before the end of their course. As a matter of practice no students are refused certificates on the ground of their progress being unsatisfactory. The Commission is of opinion that these certificates should not be given to backward students and that the refusal of such certificates would most advantageously affect the character of the work done by the students under instruction. The Commission further recommends that the system of class-examinations be extended and, if necessary, more assistants be appointed so as to allow of the valuation of the work done by the students being carefully and expeditiously performed and of a more careful check being maintained upon the progress maintained by each. If the present class system of instruction is abandoned in favour of moot classes, the assistant professors will have more time to devote to this valuation work. The Commission regrets to find that there is no college debating society or other similar organization.

BUILDINGS.

The Commission inspected the buildings which make splendid provision for the requirements of the students and the staff. The college is two-storied and provides on each floor four lecture-rooms each sufficient for the accommodation of 150 students and the usual professors' rooms and offices. Only four class-rooms are now in use, one for each professor and assistant. It is proposed, and the Commission strongly recommends, that one at least of the vacant lecture-rooms be transformed into a reading-room and be furnished with small tables and chairs for the accommodation of students who wish to use the library. At present the only provision for students using the library is the library itself which is quite inadequate for the requirements.

There is no hostel and there is no intention of providing one. In the opinion of the college staff a hostel attached to the college would be a most desirable addition. No provision is made in conformity with the regulation for the inspection and approval of the lodgings of those students who do not reside with their parents or guardians. The Principal stated that in his opinion such an inspection was of doubtful value, inasmuch as a large proportion of the students were married adults, but so far as the Commission is aware there is no reason why such an inspection should not be made, and there are no circumstances peculiar to this college other than those stated which would render such an inspection less valuable than in the case of any other affiliated college in Madras. The Commission also noted with reference to Regulation 347 (f) that no provision is made for the residence of the head of the college and some members of the staff in or near the college.

The provision for the recreation of the students is noticeably deficient. There is a College Athletic Association to which each student subscribes one rupee each term, and this association maintains clubs for cricket, football, tennis, etc., which are well patronized by the students. The sole provision made by the college, however, consists of two Tennis courts adjoining the buildings. As the want of recreation grounds for cricket and football is strongly felt, steps should be taken at once to supply this deficiency.

LIBRARY.

The college maintains a lending and a consulting library. The former is open daily from 11 A.M. to 4 P.M. and the latter from 10 A.M. to 4 P.M. There is a printed catalogue. The supply of books is fairly adequate to the requirements of the students, but very considerable additions might be made, especially of duplicate copies of books for the lending library. The annual allotment for the library is Rs. 1,000. The whole of this sum, it was stated, was expended annually, and a further amount would be required if more duplicate copies of the books purchased were obtained for the use of students. In view of the fact that students as a rule are unable to provide themselves with text-books and rely mainly upon notes and the books available for their use in the library, the Commission recommends that the annual allotment for the library be considerably increased and that an additional set of copies of the most useful works be procured at once. With the exception of one each of the Indian and English Law Reports, no legal periodicals are procured for the students. At least two sets of the Indian Law Reports should be obtained and a few of

the best periodicals should be purchased for the use of the students in the proposed college reading-room. The Commission was informed that the books for the library were procured through the Director of Public Instruction on main and occasionally supplementary indent each year and that the authorities of the college were not allowed to purchase any English Law book locally without the special sanction of Government. This restriction causes much delay in the receipt of books which are from time to time required and often causes considerable inconvenience to both professors and students; the Commission recommends that Government be requested to make some provision whereby the purchase of books up to a certain amount each year may be made locally by the Principal without special sanction.

The Principal proposes that the new reading-room which is suggested should be opened only during college hours. He is doubtful whether many students would avail themselves of it outside those hours. The Commission, however, suggests that the library and the reading-room might for a time be opened from 8 A.M. to 6 P.M. during each college working day and that, if necessary, an additional librarian be appointed; if it is found that the students do not avail themselves of these increased facilities, the ordinary hours might be resumed.

Fees, etc.

The fees levied by the college are as follows:—

	RS.
B.L. classes, first year	75 per term.
Do. second year	100 "
Pleadership classes	50 "

The Commission was informed that the balance of receipts over expenditure as shown by the annual statement of account has for some years averaged from Rs. 25,000 to Rs. 30,000. In view of the substantial profit which Government would seem to be making out of the conduct of this college, the claims which may, from time to time, be made by the Principal for increase of expenditure to provide additional assistants and to improve the equipment of the college should receive every consideration. The Commission is of opinion that the expenditure entailed by the provision of a reading-room, by the increase of the library, by the appointment of assistants as may be found necessary (if the recommendations of the Commission for the establishment of moot classes, additional college examinations and longer library hours are adopted) and by the provision of suitable recreation grounds for the use of the students, is more than justified in view of the very considerable sums which are being annually received by Government as profit from the working of this college.

REGISTERS, etc.

The registers and records maintained by the college were examined. There is no register of admissions and withdrawals and no register of the addresses of the students. The only record maintained consists of filed application forms sent in by candidates for admission. Proper registers should be instituted and carefully kept. The register of attendances consist of loose sheets which are marked, it was stated, by class monitors. The marking of attendance registers, upon the accuracy of which the grant of the prescribed certificate depends, should be undertaken by responsible members of the college staff. The registers themselves should be substantially bound so as to prevent damage. It is advisable that all attendance registers be entered up at short intervals so as to minimize the danger of their being subsequently tampered with by unauthorized persons. Transfer certificates do not seem to be issued by the college, nor to be demanded from the students when applying for admission. The attention of the college authorities should be drawn to the requirements of Regulation 355.

CONCLUSION.

The Commission recommends that a copy of the report be forwarded to the authorities of the college for consideration and reply and that attention be directed particularly to the points detailed below:—

(1) Management.

The term of office of the members of the council should be limited to a certain number of years. Meetings of the council should be held at least annually.

(2) The Staff and Courses of Study.

If progress and conduct certificates are to continue to be awarded on the results of the college examinations, the examination system should be extended, and no certificates should be granted to students who do not satisfy the conditions for their award laid down by the college.

Some system of moot or debating classes should be instituted either as supplementary to or substitutionary of the present classes.

Such further assistance to the college staff as may be found necessary should be provided.

(3) Buildings.

The question of the provision of a college hostel should be taken into consideration. Until the provision of such a hostel the provisions of Regulation 356 should be strictly observed. Some further provision for games should be made.

(4) Library.

Additional duplicate copies of the more useful books for students should be purchased. The library hours should be extended and additional reading-room accommodation with suitable fittings should be provided.

(5) Registers, etc.

A proper admission register should be maintained. Daily attendance registers should be marked in ink, regularly totalled, substantially bound and kept in some place of security. Transfer certificates should invariably be required from students joining the college.

(Signed):	V. KRISHNASWAMI AIYAR,	} <i>Members of the Commission.</i>
(")	P. S. SIVASWAMI AIYAR,	
(")	S. SWAMINATHAN,	
(")	J. D. W. SEWELL, S.J.	

SENATE HOUSE,
February 1911.

FRANCIS DEWESBURY,
Registrar.

VI

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

To—the Secretary to Government, Educational Department.

Dated—the 24th May 1911.

No.—Ref. on Cur. 2936/11.

With reference to Government memorandum No. 465-2, Educational, dated 28th April 1911, I have the honour to state that no meetings of the Law College Council were held during the past two years. The Principal has stated in the annual report of the college for 1909, recorded in G.O., No. 277, Educational, dated 23rd May 1910, that meetings were not held that year for want of matter necessitating a meeting. No meetings were held in 1910 either; but it is reported that the opinion of the council was ascertained in circulation on the proposals referred to them by Dr. Bourne in connection with the reorganization of the professorial staff in the college (*Vide* G.O., No. 722, Educational, dated 7th December 1910).

Order—No. 519, Educational, dated 31st July 1911.

With reference to his letter No. 238, dated 6th September 1910, the Director of Public Instruction is informed that the Government of India who were requested to sanction the proposal to make the two posts of assistant professor in the Law College permanent observe that the present system of appointing part-time lecturers in law has worked well elsewhere and that it possesses the advantage of securing the services of good practising lawyers without involving any pensionary charges and of enabling the Government to make changes in the staff from time to time should this be deemed desirable. They further express doubts whether the pay proposed for the whole-time assistant professors of law would attract the best qualified lawyers and they fear that, even should it do so, the incumbents will fall out of touch with the practical side of the legal profession. They invite attention to paragraph 121 of the Report of the Indian Universities Commission, 1902, in which the Commission contemplated the employment of half-time instructors as the only arrangement likely to secure the services of men possessing a thoroughly practical knowledge of their subject and they suggest that the question should be re-considered in the light of the above remarks.

2. Apart from this expression of the views of the Government of India the recent report of the University Inspection Commission which has been adopted by the Syndicate constitutes a further reason for re-considering the whole position of the Law

College. In order to enable them to arrive at a conclusion the Government desire to be placed in possession of the opinion of the Director of Public Instruction, who will now be requested to submit a special report upon the subject in consultation with the Principal and the Council of the college. The main point in issue is the question whether any, and if so, what changes in the system of management are expedient. The present arrangement under which Mr. Nelson is full-time Principal must continue, but the Government will be ready to consider any changes which may be recommended in regard to the subordinate staff. They are disposed to view with favour the appointment of half-time professors but if this plan be adopted the salaries offered must clearly be such as to secure the services of men of distinction in legal profession. Their lectures would ordinarily be restricted to periods of the day outside the hours at which the courts are usually open, but the same restriction would not apply to the case of the Principal, who would be in a position to lecture and attend to tutorial work at all hours and generally to exercise supervision over the students and the use of the library. The continuance of the system of appointing assistant professors for tutorial instruction is also for consideration. The scale of remuneration appropriate for professors is a point in regard to which the Government particularly desire to receive an expression of opinion.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.

CONFIDENTIAL.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 519, EDUCATIONAL, DATED
31st JULY 1911.

[SUBJECT.—*Full-time assistant professors for the Law College.*]

*From the Government of India, Department of Education, No. 293, dated
27th February 1911.*

Now that Mr. Odgers is likely to give up his post, the question will be whether the head and the second professor should not be full-time men and the junior men part-time men. Please put the papers up again for consideration.

M. H[AMMICK]—4-3-11.

If we have to address India again, I would like to point out the real position of affairs here. Circulate draft to me also.

V. K[RISHNASWAMI Aiyar]—4-3-11.

There are two posts of assistant professors in the Law College on a salary of Rs. 250 per mensem each. They are part-time appointments (the incumbents of the posts being allowed to practise in the courts in the City of Madras) and are not pensionable, and the present incumbents have been engaged on the understanding that their engagements are terminable at a term's notice on either side.

G.O., No. 447, Educational, dated 12th August 1901.
G.O., No. 59, Educational, dated 4th February 1902.
G.O., No. 50, Educational, dated 30th January 1907.

2. In their letter to the Government of India, No. 723, Educational, dated 7th December 1910, this Government proposed that these two posts of assistant professors in the Law College should be made whole-time appointments on Rs 250— $\frac{25}{2}$ —400 a month, with the privilege of earning leave and pension under the ordinary rules of

the Civil Service Regulations, the incumbents of the posts being debarred from private practice. The reason for the proposal was that, as the college was a whole-time institution with a present strength of 340 students, it was not possible

to carry on satisfactorily its work with professors the majority of whom divided their time between the college and the courts.

3. The Government of India are not in favour of making any change in the existing system of appointing part-time lecturers in law for the following reasons, namely—

- (1) that the system has worked well elsewhere;
- (2) that it possesses the advantage of securing the services of good practising lawyers, without involving any pensionary charges;
- (3) that it enables the Government to make changes in the staff from time to time, should this be deemed desirable; and
- (4) that it is the system recommended by the Indian Universities Commission of 1902 as the only arrangement likely to secure the services of men possessing a thoroughly practical knowledge of their subject (paragraph 121 of the report).

Page 35 of the report.

4. The Government of India express doubts whether the proposed pay (Rs. 250 —²⁵/₂— 400) would attract the best qualified lawyers, and they apprehend that, even should it do so, the incumbents will fall out of touch with the practical side of the profession. They further point out that in the present case the tutorial duties of the college could be performed by the Principal or be arranged for by some other means which would not involve the maintenance of the whole staff (with one exception) on a permanent footing.

5. The Government of India accordingly suggest that the proposal to have full-time assistant professors should be re-considered and state that, if on re-consideration this Government should prefer to have full-time assistant professors, they will have no objection thereto.

6. It is for consideration whether this Government will accept the suggestion of the Government of India and drop the proposal to change the existing system of recruiting assistant professors or whether they will adhere to their proposal and have full-time assistant professors.

T.K.—1-4-11.

K. RANGASWAMI AYYANGAR—3-4-11.

The Honourable Member—

The Hon'ble Mr. Krishnaswami Aiyar—

G.O., Nos. 225-26, Educational, dated 17th April 1907.

It is for orders whether the opinion of the Director of Public Instruction and the college council should be obtained before the Government of India is addressed again.

G. F. PADDISON—4-4-11.

The Government of India of course forget that our college is a full-time college and requires that lectures should go on during the hours at which the courts work.

Yes, but only twelve hours a week to each student.

V. K[RISHNASWAMI AYYAR].

2. I spoke to Mr. Nelson about the matter the other day and he, I think, rather favoured a full-time Principal and Assistant Principal—a Barrister from England—and two practising vakils as assistants. Only in this case we should have to pay a higher salary to the Assistant Principal than Mr. Odgers now gets. From what Mr. Sharp said I am inclined to think the Government of India would favour this scheme.

It is an attenuated council now. Let us first appoint the full number (see College Calendar). The present strength is five, I believe. I would add Justice Sundara Aiyar, the Advocate-General, the Government Pleader and Mr. S. Srinivasa Aiyangar. The last I consider to be the best lawyer in Madras.

V. K[RISHNASWAMI AYYAR].

4. I shall be glad to have my Honourable Colleague's opinions on the matter now or at any time. I feel very strongly that now the college is so large and a full-time college working all day it is advisable to have at its head two full-time Barristers, who should have proper and strict notions of discipline and come to the college with fresh ideas from England. Then the lecturers would be practising men in Madras, who could be got for a moderate salary and be up to date in legal studies here.

M. H[AMMICK]—11-4-11.

There was an inspection of the Law College recently under the authority of the University. Please call for a copy of the report of the committee with the remarks, if any, by the Syndicate thereon from the Registrar. I shall state my views after receipt of the opinions called for.

V. K[RISHNASWAMI AYYAR]—19-4-11.

Draft a memorandum accordingly to the Registrar and mark for Honourable Member so that he may see these notes at the same time.

L. DAVIDSON—19-4-11.

The draft memorandum placed below is for approval.

K. RANGASWAMI AYYANGAR—25-4-11.

Honourable Member after issue.

M. S. MASCARENHAS—25-4-11.

[Memorandum No. 465-1, Educational, dated 25th April 1911.]

We will wait for the report called for. If my Honourable Colleague's suggestions are adopted, the council would consist of—

Chief Justice—*President*.
Justice Benson.
Justice Wallis.
Justice Sundara Aiyar.
Advocate-General.

Mr. Napier.
Mr. S. Srinivasa Aiyangar.
Mr. Nelson.
Mr. Odgers.
Mr. Parthasarathy Aiyangar.

This council would seem suitable. It cannot meet now until the High Court opens again; so there is no hurry. I believe the council do not like being associated with the college while it is directly under the Director of Public Instruction. However I suppose they would not mind advising Government on a definite point put to them.

2. One plan might be to put the college directly under the university. The present condition of things is not altogether satisfactory. The council, I believe, never really interferes and I don't think a meeting of the council is ever called. Under rule 3 (b), I think, the Director of Public Instruction might be asked now how often the council has met in the past two years and whether he has had the minutes of such meetings forwarded to him under rule 5 of the council. If so, he might forward the minutes for our perusal. Please ask him.

M. H[AMMICK]—26-4-11.

The draft memorandum placed below is for approval.

K. RANGASWAMI AYYANGAR—28-4-11.

M. S. MASCARENHAS—28-4-11.

[Memorandum No. 465-2, Educational, dated 28th April 1911.]

Please add the report on the inspection of the Law College.

M. S. MASCARENHAS—28-4-11.

The report is added to the file.

K. RANGASWAMI AYYANGAR—28-4-11.

M. S. MASCARENHAS—1-5-11.

From the Registrar of the Madras University, No. 1323, dated 27th April 1911.

From the Director of Public Instruction, R.O.C. No. 2936, dated 24th May 1911.

The report of the committee which was appointed by the university to inspect the Law College, Madras, which was called for with reference to the remarks of the Hon'ble Mr. V. Krishnaswami Aiyar *supra*, will be found in the current file. The committee's observations on the subject of the staff of the Law College will be found at A on page 3 of current file.

2. With reference to Hon'ble Sir M. Hammick's remarks at B *supra*, the Director of Public Instruction reports that no meetings of the Law College Council were held during the past two years, that meetings were not held in 1909 "for

"want of matter necessitating a meeting," and that in 1910 the opinion of the council was ascertained in circulation on the proposals referred to them by Dr. Bourne in connection with the reorganization of the professorial staff in the college—*vide* paragraph 2 of Director of Public Instruction's letter on page 2 of G.O., No. 722, Educational, dated 7th December 1910.

K. RANGASWAMI AITANGAR—30-5-11.

The file may be submitted to the Hon'ble Mr. Krishnaswami Aiyar with reference to his note at page 3 *supra*.

M. S. MASCARENHAS—30-5-11.

The Honourable Member—

The Hon'ble Mr. Krishnaswami Aiyar—

L. DAVIDSON—1-6-11.

This seems a good opportunity for considering the whole position of the Law College.

2. In September last Dr. Bourne addressed Government (G.O., No. 722, Educational, dated 7th December 1910) recommending that the two assistant lecturers should be full-timed men on Rs. 250— $\frac{25}{2}$ —400. We recommended this to India. They have replied objecting on the ground that (a) part-time lecturers have been successful elsewhere, (b) that the system enables Government to change the *personnel* easily and keeps the teaching up to date, (c) that the pay proposed is not sufficient to obtain well qualified full-timed lecturers, (d) that the Universities Commission inclined to a system of part-time lecturers. The Government of India, however, said they would sanction our proposals if we still adhered to them.

3. We shall probably before long have to fill up the post now held by Mr. Odgers if he vacates as he probably will.

4. We have now before us the report of the University Inspection Commission on the college which the Syndicate has approved of.

5. My Honourable Colleague has raised the question of the Law College Council and suggested that certain gentlemen be added to that council.

6. I had always understood that the council objected to their position as a council of the college, which is actually controlled by the Director of Public Instruction. But although the council has not met for years past, I see that Dr. Bourne appears to have consulted them individually before he made his proposals as regards the lecturers, and apparently the council did not object to advising him. So it may be that the idea that the council does not like working under the Director of Public Instruction is erroneous.

7. I presume we shall not hear further from the university as regards the report on the college and that we should now take action upon it.

8. So far as I can judge, Government should be ready to accept so far as is possible the recommendation of the Commission. I know Mr. Nelson considers a hostel unnecessary for Law College students as he thinks most of the students are old enough to look after themselves. I also think it will probably be impossible for Government to provide a ground for the college students for cricket and football: land is too valuable near the college to make it possible to obtain a site.

9. As regards the views of the Government of India, I am inclined to think that it would be preferable to have a full-timed Principal and junior professor and half-time assistants to having full-timed assistants and half-time junior professor as we have now.

10. The college has really been a success, and I doubt whether we shall be wise in making any radical alterations in its constitution.

11. I think now we should ask the opinion of the Director of Public Instruction after consulting the Principal on—

(1) the suggestion of the Government of India as regards Dr. Bourne's proposal for full-timed assistants pointing out that the post held by Mr. Odgers is likely to be vacant soon and asking for opinion as to whether any alteration had better be made in the terms of that appointment;

(2) the University's Commission report on the college with suggestion as to which of the recommendations made should be carried out and how.

12. After getting that report we might place the whole matter before the council after adding to the council the gentlemen named by my Honourable Colleague and ask for their full opinion on these two matters.

13. I note that the salary Mr. Odgers gets, viz., Rs. 650, is not sufficient to get a full-timed Barrister from England of the required qualification. I also note that it seems to me a distinct advantage to have a full-time junior professor who can act as Principal when the latter is on leave.

14. When the papers are put up again I should like to see (a) a statement showing the cost and profit of the college for the past three years, and (b) the staff of the Calcutta Law College, the number of students there, the pay of the professors and lecturers and how many of them are full time and how many half time and who manages the college (I think it is the university).

M. H[AMMICK]—6-6-11.

I have entertained strong views with reference to the Law College, as regards the staff, the conditions of their appointment, their hours of attendance and the system of instruction. As a member of the University Inspection Commission, I did not feel at liberty to give expression to my views having regard to the limitations of the Commission's labours. As a Member of Government I think it incumbent on me to state them fully.

2. The Law College is not a popular institution. The staff does not command the respect of the students. It is a full-time institution only in name. It has neither the benefit of really full-time teachers nor the full advantage of a half-time staff in close touch with the practice of the profession. Neither of the assistants had any success in the profession when he was appointed. The students regard them as briefless juniors who having failed in the profession have accepted the role of teachers. Mr. Odgers was not much of a success as a teacher. He had not his heart in that work. The hours of attendance at the college seriously interfered with his practice and he could often be seen running to the college from the court or from the court to the college.

3. There are three classes, namely, the F.L. and the B.L. classes and the Pleadship class. The hours of attendance are nominally from 10 to 3. No class had any work in the college more than three hours on any day, and on three days in the week each class had only two hours' work. To suit the conveniences of the teachers the classes were arranged at any time between 10 and 3, so that it was made to appear that the college was open to all from 10 to 3. If it had been the rule that the college was only open from 10 to 1, all the work that is at present done could easily have been distributed within that time. But such an arrangement would have caused inconvenience to some of the teachers who were anxious to be present in court to plead some cause. No teacher of the college has more than twelve hours' work in the week; some have even less.

4. The results turned out by the college are by no means brilliant. I think it is time to re-consider the constitution more especially as we are invited to do so by the Government of India. I believe Mr. Nelson's term will soon expire and the question of the re-constitution of the college may well be determined without reference to him. I would suggest a staff consisting of a Principal and three professors without any difference in rank amongst the professors *inter se*. I would give them all liberty to practise. It is only in this way that a Principal or professors of good legal attainments and ability to instruct can be secured. The moment that this liberty is denied we have to go down very much in the scale for the selection of a teacher. It is not very easy to obtain a really good lawyer for the position of a Principal on Rs. 1,000 or Rs. 1,500 per mensem without liberty to practise. We have not been very fortunate enough to attract first-rate lawyers to such distinguished positions as those of Judges of the High Court. I regard it therefore as a first condition of the success of the institution that the Principal and the professors should each have liberty to practise. I would have a Principal on Rs. 1,000 a month and professors on Rs. 500 a month each. Each professor will be appointed as professor in such and such subject or department of law and will be required to give at least eight lectures a week during the

working season. The Principal should be required to devote a minimum of ten hours a week. By this arrangement a Principal can be got from England who will have an excellent start in the profession with the advantage of an assured income from his professional duties. The professors can be secured from the practising lawyers in the profession who are almost at the top at the Bar. It will be remembered that Sir Bhashyam Aiyangar and Mr. Ramachandra Rao Sahab were leading lawyers when they accepted the professorships of law before the days of the Law College. The attendance of the students at the college should be so arranged as to enable the professors to give their lectures without prejudice to their professional duties. If each of the three classes (and sometimes there are only two when the Peadership class sits with one or the other of the college classes) will attend from 10 to 11 in the morning and 5 to 6 in the evening, the teachers will have no inconvenience in doing their professional work. It may be even more convenient if all the classes can be held from 5 to 7 in the evening. The present evil of professors lecturing during the luncheon time of the High Court, that is, between 2 and 3, eager to get back to the court before the Judge takes his seat, will be put an end to. If in fact the present full-time institution gives little more than two hours' instruction per diem to each boy, there is no objection to recognizing this fact and calling the institution a half-time one. I do not think it is necessary that the boys should have more than two hours' lectures every day. Some time they may spend in the library if they choose which ought to be open as suggested by the Commission from 8 A.M. to 6 P.M. I would appoint each professor for five years. The only problem that will remain is about the successor of the Principal when he is on leave. But as the Principal has the liberty to practise, I think a suitable person can be found from the Bar on the condition of devoting ten hours a week to college work.

5. I do not think there will be any question of funds. My scheme will not involve larger expenditure than at present. Indeed, if as the Commission points out there has been a surplus for several years past of twenty-five to thirty thousand rupees a year, financial consideration cannot stand in the way. I would have the question considered by the college council enlarged as already suggested by me. The new appointments to the council should only be made for five years.

6. We are already agreed about providing a hostel for Georgetown. When it comes into existence, it will certainly satisfy one of the recommendations of the Commission. If I remember rightly, Mr. Nelson was in agreement with the Commission as regards all the other recommendations. If the Director of Public Instruction has nothing to say against them, they should all be carried out without delay.

V. K[RISHNASWAMI AIYAR]—7-6-11.

The file will have to go back to the Honourable Member. First please let me know if the information called for in paragraph 14 of his note is available in the Secretariat.

L. DAVIDSON—8-6-11.

Paragraph 14 of Honourable Member's note on page 5 ante—

(a) The receipts and charges of the Law College, Madras, for the three years ending 31st December 1909 were as given below. The figures are for the calendar year; those for 1910 are not available:—

	Year.	Receipts.		Charges.	
		RS.	RS.	RS.	RS.
Page 3 of G.O., No. 350, Educational, dated 8th May 1908.	1907	...	64,706	35,110	29,596
Page 4 of G.O., No. 206, Educational, dated 21st May 1909.	1908	...	49,306	30,404	18,902
Page 4 of G.O., No. 277, Educational, dated 23rd May 1910.	1909	...	51,733	25,419	26,314

(b) There appears to be no Law College under the management of Government in Calcutta. There is one at Patna, the particulars regarding which are given in paragraphs 141 and 142 of the Bengal Public Instruction Report for 1909-1910. There is a "University Law College" in Calcutta, information regarding which will be found in paragraph 134 of the Bengal Public Instruction Report for 1908-1909. No information beyond what is contained in the above is available in the Secretariat.

K. RANGASWAMI AIYANGAR—9-6-11.

M. S. MASCARENHAS—10-6-11.

Honourable Member again—

(Would Honourable Member like these notes printed before further action? The manuscript is growing in bulk.)

L. DAVIDSON—12-6-11.

A | Yes. Please have these papers printed up. Mr. Nelson's tenure of office will, I suppose, go on for some years longer. He can go on until he is 55 and that would be 1918 apparently. He is now, I think, earning a pension and under the regular rules.

Yes. Vide paragraph 5 of his agreement on page 3 of G.O., No. 843, Educational, dated 18th December 1907.

2. I do not agree with my Honourable Colleague that the college could work properly without a full-time Principal, and I am inclined myself to think that the second professor should also be full-time.

3. I cannot think that a college with lectures merely from 10 to 11 A.M. or earlier and again after 5 P.M. would answer. The students would have the whole day on their hands.

4. As to a hostel, I doubt if it is pressing. These students are of a considerable age, and I suppose many of them live in houses with their wives.

5. Please print up these papers and please also get a copy of the Calcutta University Calendar that we may see the rules as to the college there. The Calendar will no doubt give us the information.

I have spoken to Sir M. Hammick. He is the Secretary to the Vakils' Association an office held successively by me, the Hon'ble Mr. Sivaramani Aiyar and Mr. Justice Sundara Aiyar. He succeeded Mr. Sundara Aiyar. There may be some jealousy. But his pre-eminence as a lawyer recognized by the Syndicate in appointing him M.L. Examiner ought to count. He is a vakil, I believe, of twelve years' standing.

V. K[RISHNASWAMI AIYAR].

6. As to enlarging the council, I should like to speak to my Honourable Colleague before finally agreeing to his suggestions. I am not sure that S. Srinivasa Aiyangar is not too young, though I understand he is a very good lawyer.

M. H[AMMICK]—13-6-11.

See A and B *supra* and take action accordingly.

L. DAVIDSON—14-6-11.

A copy of the Calcutta University Calendar has been obtained and is put up. Pages 942-44 give the information regarding the University Law College.

K. RANGASWAMI AIYANGAR—17-6-11.

M. S. MASCARENHAS—19-6-11.

Honourable Member—

L. DAVIDSON—20-6-11.

My Honourable Colleague's proposals involve converting the college into a half-time college with no full-time professor in it. This is of course what the college used to be, and it was reformed after much consideration in order to convert it into a Law College proper, where the students would be under some kind of discipline. The Government went to the expense of building the present fine building containing lecture rooms, library, waiting rooms, etc., in order to form a real college.

2. Of course in England men who go to the Bar, join an Inn, and come under no discipline beyond the attendance at a certain number of dinners, and I think now compulsory attendance for some students at a certain number of lectures. But the circumstances here are very different. Men who go to the Bar in England are men of considerable age and very often have engagements which occupy them during the day. They are journalists, or private tutors, or fellows of colleges, or engaged in other ways. They are, speaking generally, quite able to look after themselves. They have of course the use of the several Inn libraries and reading rooms, if they so desire.

3. I doubt very much whether any system like this is suitable to conditions here. We should, I consider, here require that students of our Law College should be under some discipline. I do not consider that we should turn our college into merely Law

lectures, given by practising Barristers, whose duties will be confined to giving set lectures from 5 to 7 P.M. My Honourable Colleague proposes that the students should apparently have full use of the library and rooms in the Law College during the day time. But this surely involves a full-time Principal who should be held responsible that the students make proper use of the library and buildings. My Honourable Colleague is also apparently in favour of a hostel being constituted, but I certainly should not like to see any hostel constituted for students at the Law College unless it was closely supervised by a resident bursar or manager, himself a professor in the college. There is also the further difficulty that at present Mr. Nelson is paid as a full-time Principal and that he has a lien on this appointment until apparently 1918. So that it would be very difficult at present to make the radical changes my Honourable Colleague proposes.

4. My Honourable Colleague seems to think that the Law College is in a very unsatisfactory condition. It may be so. But results seem to show that the place cannot be as bad as my Honourable Colleague thinks. The examination returns seem fairly satisfactory, and this is the first time I have heard that the college is in this bad condition. The annual reports are generally fairly satisfactory.

5. All that the Government of India have suggested is that our proposal to make the assistant professors full-time appointments is of doubtful advantage, and they rather suspect that these men should be half-time lecturers, as they are now, but that the senior professor might perhaps be a full-time officer.

6. I think we must accept it that Mr. Nelson must continue as Principal and as a full-timed Principal, but I am quite ready to consider whether we should not make changes in the subordinate staff.

Yes.

V. K[RISHNASWAMI AIYAR].

7. If Mr. Odgers vacates, as he probably will before long, we can well consider the re-arrangement of work and pay among the assistant professor and the lecturers. My own idea is that we do not pay sufficiently for their services. If we paid more, we might get more senior and more distinguished men to lecture. I quite agree with my Honourable Colleague that things are not satisfactory at present. Mr. Odgers, I have little doubt, does not give the time and attention he should to the college, while for the other two assistants we should, I think, get men much more senior and holding much higher places in the profession than the present lecturers. To do this we shall probably have to raise the pay, and whether India will consent to doing this I am doubtful, but we might try.

We have a considerable annual surplus and can well afford to pay higher salaries.

A. L[AWLEY].

8. Another course has suggested itself, viz., whether we might not place this college under the University as has been done in Bengal; in which case I suppose the Faculty of Law would manage it, with other members to be nominated by the Senate and the Government. The Vice-Chancellor, the Director of Public Instruction, the Head of the College would *ex-officio* be on the council. However, I doubt very much if such an arrangement would improve matters, and I am rather doubtful whether it would be wise now for Government to divest itself of all control over the college.

9. I think we should now wait until we know if Mr. Odgers is going to resign, and if he does so, we should call upon the Director of Public Instruction to report, after obtaining the opinion of the council of the college, including the Principal, upon what changes in the management they would recommend, taking into their consideration the recent report of the inspection of the college by the University.

Yes.

V. K[RISHNASWAMI AIYAR].

that Government will be ready to consider as regards the assistant professor and the

I agree to this. I would make no distinction and make all three professors.

V. K[RISHNASWAMI AIYAR].

I would point out then that the present arrangement under which Mr. Nelson is full-time Principal must continue, but any changes that may be recommended lecturers. We should suggest that we consider that these men may perhaps well be all half-time men and that the salaries offered should be such as to obtain men of distinction in the profession.

10. These men might well lecture after court hours in the evening, while the Principal would conduct his lectures and teaching in the mid-day and he would control the students' private study and use of the library. It seems to me that some change of this kind would do what is wanted and that the radical alterations in the system suggested by my Honourable Colleague, which would be very difficult to carry out now, are really not necessary. What we really want in the college at present is that lectures should be given by more senior men, men of distinction at the Bar in Madras. I think we should be able to obtain this by the means I suggest.

His Excellency and my Honourable Colleague should now see the papers again.

M. H[AMMICK]—21-6-11.

Circulate accordingly.

L. DAVIDSON—22-6-11.

The proposal made by my Honourable Colleague at A above seems to me to be quite sound, but I should first like to hear what the Hon'ble Mr. Krishnaswami Aiyar has to say.

A. L[AWLEY]—10-7-11.

I did not intend that my scheme should affect Mr. Nelson at all. So long as he continues he must be a full-time Principal. That will also test the value of the other changes I propose. Mr. Odgers must resign. He cannot legally hold the junior professorship along with his office of Administrator-General except with the special sanction of Government.

2. We are therefore free to make any arrangements about the staff except the Principal. I am glad my Honourable Colleague agrees with me that the present brief-less assistants won't do. They only inspire contempt in the boys. I would try the scheme of three professors who are half-time workers with liberty to practise, assisting a full-time Principal. If each professor is appointed on a salary of, say, Rs. 500 to lecture on certain subjects for a period of three or five years, we shall have a good staff, efficient instruction and a popular Law College.

3. I have no objection to the college council being consulted about this. The full-time Principal solves many of the difficulties suggested against my scheme of a half-time institution in every respect. So long as Mr. Nelson is there more cannot be done.

V. K[RISHNASWAMI AIYAR]—10-7-11.

My Honourable Colleagues are practically agreed as to our course of action.

2. Let us hear what the Director of Public Instruction and the council (when enlarged) have to say.

3. As to salary we might, without mentioning figures, invite the opinion of the council as to what the salaries should be. We should not be bound thereby.

A. L[AWLEY].

Yes. The draft letter should bring out well the points in the notes.

V. K[RISHNASWAMI AIYAR]—12-7-11.

Print up the notes and draft a reference.

L. DAVIDSON—13-7-11.

The notes have been printed. A draft order is submitted for approval. Perhaps the issue of the order may be held over until replies are received to the demi-official issued in the file relating to the constitution of the Council of the Law College and the Council is enlarged by the appointment of the four gentlemen therein referred to.

K. RANGASWAMI AIYANGAR—19-7-11.

Honourable Member—

The Hon'ble Mr. Krishnaswami Aiyar—

A draft is submitted for approval. It is presumed that it should not issue until replies have been received to the enquiries separately sent out inviting the Hon'ble Mr. Justice Sundara Aiyar and other gentlemen to accept nomination to the Law Council. It is, however, for orders whether Mr. Odgers' resignation should first be procured.

L. DAVIDSON—21-7-11.

We cannot possibly ask Mr. Odgers to resign until his position as Administrator-General is settled. The Government of India have not accepted our terms, and on *their* terms I doubt if we shall be able to get the kind of man we want. In any case until Mr. Odgers is confirmed as Administrator-General, as a full-time officer or a half-time officer on the terms on which he holds it now, we cannot ask him to resign the Law College. He could not do so as he may in that case be left with no appointment at all.

However, as in any case the Assistant to the Principal is to be a half-time officer on Mr. Krishnaswami Aiyar's proposal, which is going to the Director of Public Instruction for opinion, I think the reference may issue, and we wait and hear what the Council and the Director of Public Instruction will have to say.

M. H[AMMICK]—24-7-11.

I have added a clause to make our meaning clear that the system of having assistants at all is for consideration.

V. K[RISHNASWAMI AIYAR]—25-7-11.

I agree. We may get opinion on the point.

M. H[AMMICK]—25-7-11.

Await appointment of additional councillors. How many have replied?

L. DAVIDSON—26-7-11.

All the four gentlemen consulted have replied expressing their willingness to be appointed members of the College Council. A draft order appointing them as members of the Council is separately submitted. The draft order in this file which has been approved by the Honourable Member may issue.

K. RANGASWAMI AIYANGAR—28-7-11.

Yes.

L. DAVIDSON—29-7-11.

[G.O., No. 519, Educational, dated 31st July 1911.]

Confidential

order
MEMORANDUM:

11 6
11 579831. 7. 11.

24.7.11 722 ESR D
7.12.10

M
24.7.11 u

24.7.11

With reference to his letter No. 288 dated 6th September 1910, the D.P.I. is informed that the Government of India who were requested to sanction the proposal to make the two posts of assistant professors in the Law College permanent observe that the present system of appointing part-time lecturers in law has worked well elsewhere and that it possesses the advantage of securing the services of good practising lawyers without involving any pensionary charges and of enabling the Government to make changes in the staff from time to time should this be deemed desirable. They further express doubts whether the pay proposed for the whole-time assistant professors of law would attract the best qualified lawyers and they fear that, even should it do so, the incumbents will fall out of touch with the practical side of the legal profession. They invite attention to para. 121 of the report of the Indian Universities Commission, 1902, in which the Commission contemplated the employment of half-time instructors as the only arrangement likely to secure the services of men possessing a thoroughly practical knowledge of their subject

12 7

and they suggest that the question should be reconsidered in the light of the above remarks.

2. Apart from this expression of the views of the Government of India the recent report of the University Inspection Commission which has been adopted by the Syndicate constitutes a further reason for reconsidering the whole position of the Law College. In order to enable them to arrive at a conclusion the Government desire to be placed in possession of the opinion of the Director of Public Instruction, who will now be requested to submit a special report upon the subject in consultation with the Principal and the Council of the College. The main point in issue is the question whether any and if so what changes in the system of management are expedient. The present arrangement under which Mr. Nelson is full-time Principal must continue, but the Government will be ^{ready} to consider any changes which may be recommended in regard to the subordinate staff. They are disposed to view that with favour the appointment of half time professors ^{or} ~~and~~ ~~consider that if this plan be adopted the~~ ^{must clearly} salaries offered ~~should~~ be such as to secure the services of men of distinction in legal professions ~~this will partially restrict~~ ^{it should be restricted} Their lectures to periods of the day outside the hours ~~of the day~~ at which the courts are usually open, but the same restriction would not apply to the case of the Principal, who would be in a position to lecture and

13 8

to tutorial work at all hours and generally to exercise supervision over the students and the use of the library. The scale of remuneration appropriate for professors ~~is a point~~ is a point in regard to which the Government particularly desire to receive an expression of opinion.

The continuance of the system of appointing assist professors for tutorial instruction is also for consideration

$$\frac{8}{21.7''}$$

$$\frac{11}{25.7''} \frac{8}{26.7''}$$

To the D.P.I.

Dec 7
31.7.11.

PRESS SLIP.

ORDINARY.

PREFERENCE.

URGENT (a).

EDUCATIONAL
DEPARTMENT.

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

G.O., No. 579, dated 31 ^(b) 7 1911.Number of MS. pages sent { Correspondence including order or orders
Notes. ^(b)

Docket

Law & Order
Requesting the S.D. to submit
a special report upon the
system of management of the
Police & the recruitment of
its subordinate staff.

Number ^(c) of copies required when struck off (not including
copies for printers and editors' table which are retained
in the Press).Complete
Correspondence
and orders.

Notes

FOR RECORD.*

Madras Records	...	...	30	15
Ooty Records	...	...	7	3
For filing with original	...	...	7	3
Total	...	...	34	19

FOR ISSUE.†

	Letter only.	Complete G.O.	Special issue copy of G.O. No. ^(d) Papers.	Notes.
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				
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.....				
The.....				
The.....				
The.....				
The.....				
Total				

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.

(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 times 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.

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 and script 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.

.....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.....			
First proof furnished on.....			
Call for revised proof received on.....			
Revised proof furnished on.....			
Corrected proof received for striking on.....			
Final copies supplied on.....			
Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....			
" " " Issue.....			
For Volumes.....			
For E. T.....			
Total			

First copy sent to Press.

Returned for signature.

Despatched in Print.

READ AGAIN G.O. No. 191.

CURRENT No.

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT.

LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.

N.B.—

A = Print in full.
B = Not to be printed.
F = Print abstract only.
Q = Print heading only.

NUMBER OF COPIES REQUIRED.

Order complete.

Letter only.

Order complete with Letter.