

355
30-9-11

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1911.

Enclosures

Spare copies

G.O., No. 708, 9th October 1911.

Subsidy to local boards.

Distributing a sum of one lakh to district boards so as to enable them to open new elementary schools in villages where there are no schools at present.

BACK PAPERS.

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

FURTHER PAPERS

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

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GOVERNMENT OF MADRAS.
EDUCATIONAL DEPARTMENT.

Read—the following papers :—

I

G.O., No. 68, Educational, dated 4th February 1911.

ABSTRACT.—Informing the Director of Public Instruction that the budget estimate for 1911–1912 under the head 22-I EDUCATION—MISCELLANEOUS—*Contribution to Local Boards* has been raised to Rs. 3,10,000 for the purpose of subsidizing local boards so as to enable them to open new elementary schools in villages containing more than 500 inhabitants.

II

Official Memorandum No. 1958–1, Educational, dated 14th August 1911.

With reference to G.Os., No. 68, Educational, dated 4th February 1911, and No. 209, Educational, dated 11th April 1911, the Director of Public Instruction is requested to report at an early date what measures have been taken to distribute the allotments of Rs. 1,00,000 and Rs. 1,25,000 made in the current year's budget for starting new elementary schools and for the construction and equipment of elementary school buildings, respectively.

2. The sanction of Government should be obtained to the distribution before the grants are actually disbursed.

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.

III

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 6th September 1911.

No.—Ref. on Cur. 824/11.

With reference to G.O., No. 68, Educational, dated 4th February 1911, and Memorandum No. 1958–1, Educational, dated 14th August 1911, I have the honour to submit herewith proposals for the distribution of the allotment of one lakh made in the current year's budget for starting new board elementary schools. Immediately on receipt of the Government Order under reference I addressed the Presidents of district boards in order to obtain the particulars necessary for the distribution of the special grant and a complete report was received only recently. Some of the boards have applied for allotment to enable them to meet the cost of revising the establishments of their elementary schools. Some have made proposals for taking under their management inefficient aided schools. Again some others have proposed so many as four or five teachers for each school. A few boards have provided for the cost of furniture and appliances even though all the Presidents were told that this item of expenditure was expected to be met from the ordinary resources of the boards concerned. As there are variations in the cost of maintenance of schools given by the several district boards, two fresh statements marked A and B have been drawn up—one for boys' schools and

the other for girls' schools—in which the salaries have been calculated for two teachers at Rs. 10 and Rs. 8 for schools for which the Presidents have suggested two teachers and more and at a single teacher on Rs. 8 for the rest. In the case of girls' schools, however, the salaries have been calculated for two teachers at Rs. 12 and Rs. 10 for each school, as it is not possible to get qualified mistresses for any lower rates of salaries. As most of the boards have expressed their inability to defray the cost of furniture

* House-rent	...	...	...	Rs. 5
Wages of conductress	...	...	...	3
Sweeper	...	...	...	1
Office expenses and miscellaneous	...	...	...	1
Total	...	...	...	10

and appliances from their ordinary resources, this item has been included and the cost has been on an average put down for each school at Rs. 10. As regards contingencies, the figures given by the several district boards have been adopted. With regard to girls' schools, the contingencies have been calculated at Rs. 10 * *per mensem* for each school.

Thus the total for boys' schools amounts to Rs. 79,500 in round figures for the five months of the current official year on the assumption that the schools would be started on the 1st October next.

2. Similarly, the figures for girls' schools work up to Rs. 12,500. As there is nothing in G.O., No. 68, Educational, dated 4th February 1911, to indicate that the whole of the special grant is intended exclusively for boys' schools, I have included girls' schools also. If these latter schools are to have a share, then the total estimated expenditure for this year will be Rs. 92,000 against the special grant of one lakh, provided the boards are able to open and work all the 654 boys' schools and 60 girls' schools this year. It may be presumed that it will be possible to start only about two-thirds ($\frac{2}{3}$) of the total number of schools proposed to be opened or even less and that not less than one-third of the amount of contribution specified above will be left unutilized. In this case, the surplus left may be utilized next year and added to the next year's grant. Some of the boards have applied for an allotment for capitation allowance, but I have not taken this into account as the schools will become eligible for it only next year.

3. On these principles, I have drawn up a rough distribution of the special grant among the various districts, and I beg to propose that the distribution noted hereunder may be sanctioned :—

Ganjām	...	...	...	...	...	...	...	Rs. 2,300
Vizagapatam	...	...	...	...	...	...	...	4,100
Gódvári	...	...	...	...	...	...	...	2,950
Kistna	...	...	...	...	...	...	...	11,700
Guntūr	...	...	...	...	...	...	...	5,800
Nellore	...	...	...	...	...	...	...	3,700
Bellary	...	...	...	...	...	...	...	3,600
Anantapur	...	...	...	...	...	...	...	10,950
Cuddapah	...	...	...	...	...	...	...	3,050
Kurnool	...	...	...	...	...	...	...	2,850
Chingleput	...	...	...	...	...	...	...	...
North Arcot	...	...	...	...	...	...	...	4,900
Chittoor	...	...	...	...	...	...	...	2,600
South Arcot	...	...	...	...	...	...	...	3,250
Tanjore	...	...	...	...	...	...	...	7,450
Trichinopoly	...	...	...	...	...	...	...	3,900
Madura	...	...	...	...	...	...	...	2,900
Rámnád	...	...	...	...	...	...	...	1,825
Tinnevely	...	...	...	...	...	...	...	3,325
Coimbatore	...	...	...	...	...	...	...	2,400
Salem	...	...	...	...	...	...	...	1,800
Malabar	...	...	...	...	...	...	...	1,400
The Nilgiris	...	...	...	...	...	...	...	300
South Canara	...	...	...	...	...	...	...	5,550
Total	...	...	...	...	...	...	...	92,000

4. The President, District Board, Chingleput, is not prepared to open any new schools unless he is given a clear undertaking that the recurring expenditure will be met in perpetuity from Provincial funds, and although I informed him that this was no adequate reason for not opening any new schools, he has not furnished any proposals for utilizing the special allotment promised for this district. If Government are pleased to ask the President to reconsider his decision, then an allotment of Rs. 3,000 which will raise the total to Rs. 95,000 may be made for Chingleput.

5. In the allotment recommended for the Tanjore district, the cost of the six schools which it was proposed to close has been included with reference to paragraph 3 of G.O., Mis. No. 479 L., dated 4th April 1911.

6. From the enclosed statement for boys' schools, it will be seen that it is proposed to start the largest number of schools in the Anantapur district. This shows that the President, District Board, Anantapur, is taking a keen interest in the matter. The President further assures me that the money will not be wasted and that a real advance will be made in the education of the backward district. If Anantapur wants more money, arrangements can be made to give it more. In fine, I beg to suggest that the Presidents should be made to understand that the subsidy is solely for the purpose of opening board schools in important villages where no schools at present exist and that it cannot be applied to the conversion of any aided schools into board schools or to the starting of schools in villages where aided schools already exist. The Presidents should also, I think, be informed that the number of teachers to be employed at the opening of a school should not exceed two in any case, that Rs. 50 would be given for furniture and appliances for each school and that the amount not likely to be expended within the current year should be refunded to the credit of Government and the Director of Public Instruction advised of the fact as soon as practicable.

ENCLOSURES.

A

Boys' Schools.

Serial number.	District Board.	Number of schools proposed to be opened.	Estimated expenditure in the maintenance of schools for five months during 1911-1912.			Total.	Total amount recommended in round figures.
			Salaries for five months.	Contingencies for five months.	Furniture, maps, etc.		
			RS.	RS.	RS.	RS.	RS.
1	Ganjām	15	1,050	320	750	2,120	2,100
2	Vizagapatam	25	1,800	243	1,250	3,093	3,100
3	Gōdāvari	18	870	306	900	2,076	2,100
4	Kistna	86	4,690	1,095	4,300	9,985	10,000
5	Gunṭūr	60	3,350	945	2,500	6,795	6,800
6	Nellore	29	1,400	568	1,450	3,473	3,500
7	Bellary	25	1,550	258	1,250	3,058	3,000
8	Anantapur	89	3,610	1,828	4,450	9,888	9,900
9	Chidāpah	39	800	258	1,000	2,058	2,000
10	Kurnool	16	940	235	800	1,975	2,000
11	Chingleput	..	..	..	..	..	..
12	North Arcot	33	2,620	608	1,550	4,872	4,900
13	Chittoor	20	1,200	333	1,000	2,533	2,500
14	South Arcot	19	1,100	335	950	2,385	2,400
15	Tanjore	63	3,200	783	2,550	6,533	6,500
16	Trichinopoly	80	1,550	400	1,000	2,950	2,900
17	Madura	21	1,290	343	1,050	2,683	2,700
18	Rāmnād	8	620	158	400	1,178	1,200
19	Chinnvelly	17	1,180	330	1,100	2,710	2,700
20	Coimbatore	40	830	213	850	1,993	2,000
21	Salem	13	520	195	650	1,365	1,400
22	Malabar	9	810	165	450	1,425	1,400
23	The Nilgiris	2	130	50	100	289	300
24	South Canara	34	2,260	510	1,700	4,470	4,500
Total ..		654	36,230	10,678	32,700	79,508	79,500

B

Girls' Schools.

Serial number.	District Board.	Number of schools proposed to be opened.	Estimated expenditure in the maintenance of schools for five months during 1911-1912.			Total.	Total amount recommended in round figures.
			Salaries for five months.	Contingencies for five months.	Furniture, maps, etc.		
			RS.	RS.	RS.	RS.	RS.
1	Ganjām	1	110	50	50	210	200
2	Vizagapatam	5	550	250	250	1,050	1,000
3	Gōdāvari	4	440	200	200	840	850
4	Kistna	8	880	400	400	1,680	1,700
5	Gunṭūr	1	..	..	..	..	..
6	Nellore	1	110	50	50	210	200
7	Bellary	3	330	150	150	630	600
8	Anantapur	5	550	250	250	1,050	1,000
9	Chidāpah	5	550	250	250	1,050	1,050
10	Kurnool	4	440	200	200	840	850
11	Chingleput	..	..	..	..	..	..
12	North Arcot	..	..	..	..	..	..
13	Chittoor	..	..	..	..	..	..
14	South Arcot	4	440	200	200	840	850
15	Tanjore	4	440	200	200	840	850
16	Trichinopoly	2	220	100	100	420	400
17	Madura	1	110	50	50	210	200
18	Rāmnād	3	330	150	150	630	625
19	Chinnvelly	3	330	150	150	630	625
20	Coimbatore	2	220	100	100	420	400
21	Salem	..	..	..	..	..	..
22	Malabar	..	..	..	..	..	..
23	The Nilgiris	..	..	..	..	..	..
24	South Canara	5	550	250	250	1,050	1,050
Total ..		60	6,600	3,000	3,000	12,600	12,500

IV

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 7th September 1911.

No.—Ref. on Cur. 824/11.

With reference to G.O., No. 68, Educational, dated 4th February 1911, and in continuation of my letter Ref. on Cur. No. 824/11, dated 6th instant, I have the honour to state that it is not proposed to open any new board elementary schools under the Koraput District Board during the current year as it is reported that the inspecting officers have not recommended the establishment of any such schools.

Order—No. 708, Educational, dated 9th October 1911.

As one means of promoting the expansion of elementary education, the Government resolved last year to subsidize the opening of new elementary schools in villages containing more than 500 inhabitants in which there are no schools and a sum of one lakh was provided for this purpose in the budget estimate for 1911-1912 under the head 22-I. EDUCATION—MISCELLANEOUS—Contribution to Local Boards (Subsidies). In G.O., No. 68, Educational, dated 2nd February 1911, it was stated that an extra grant not exceeding Rs. 1,60,000 would be made for this purpose in the years 1912-1913 and 1913-1914, and the Director of Public Instruction was requested to submit early proposals for the distribution among the several district boards of the sum of one lakh provided in the current year's budget.

2. The Director of Public Instruction now proposes specific subsidies to the aggregate amount of Rs. 95,000, leaving a balance of Rs. 5,000. The Government consider that this balance should be distributed among the several district boards so as to increase the amounts allotted for contingencies in boys' schools which appear to be inadequate. The distribution, as thus revised, is approved and the grants sanctioned are shown in the annexure to these proceedings.

3. The payment of these subsidies is subject to the conditions—

(i) that they are utilized solely for the purpose of opening new schools in important villages where there are no schools at present;

(ii) that they shall not be devoted to the conversion of aided schools into board schools or to the starting of schools in villages where aided schools already exist;

(iii) that the number of teachers to be employed on the opening of a school shall not exceed two in any case; and

(iv) that the amount not actually expended during the current year shall be re-allotted for the same purposes in the budgets of the district boards concerned for expenditure during 1912-1913.

4. The Accountant-General is authorized to place the amounts shown in the last column of the annexure at the disposal of the local bodies concerned.

5. Presidents of district boards will be informed that the Government hope to be able to continue permanently the grant of 1 60 lakhs which they have undertaken to pay during the next two years, and they will be requested to see that special efforts are made to utilize the subsidies now sanctioned as far as possible during the current year.

6. In view of the grant of Rs. 3,000 made to the Chingleput District Board and of the qualified assurance embodied in the preceding paragraph, the President of that board will be requested to utilize that amount in the opening of new schools.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.
,, the Accountant-General.
,, all Presidents of District Boards (except Koraput).
,, the Financial Department.
,, the Local and Municipal Department.
Editors' Table.

ANNEXURE.

District Board.	Number of schools to be opened.		Amount allotted for		Total allotment.
	For boys.	For girls.	Boys' schools.	Girls' schools.	
Anantapur	89	6	Rs. 10,580	Rs. 1,050	Rs. 11,630
Arcot, North	33	..	5,152	..	5,152
Arcot, South	19	4	2,645	850	3,495
Bellary	25	3	3,151	600	3,751
Cannara, South	34	6	4,760	1,050	5,810
Chingleput	..	..	3,000	..	3,000
Chittoor	20	..	2,553	..	2,553
Coimbatore	17	2	2,130	400	2,530
Cuddapah	20	5	2,153	1,050	3,203
Ganjam	15	1	2,215	200	2,415
Godavari	18	4	2,258	850	3,098
Guntur	60	..	6,182	..	6,182
Kistna	85	8	10,557	1,700	12,257
Kurnool	15	4	2,122	850	2,972
Madura	21	1	2,850	200	3,050
Malabar	9	..	1,470	..	1,470
Nellore	22	1	3,722	200	3,922
Nilgiris, The	2	..	315	..	315
Ramanad	8	3	1,251	625	1,876
Salem	13	..	1,400	..	1,400
Tanjore	53	4	7,005	850	7,855
Tinnevely	22	3	2,858	625	3,483
Trichinopoly	30	2	3,730	400	4,130
Vizagapatam	25	5	3,291	1,000	4,291
Total	654	60	87,500	12,500	1,00,000

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 708, EDUCATIONAL,
DATED 9TH OCTOBER 1911.

[SUBJECT.—Opening of new elementary schools.]

From the Director of Public Instruction, No. 824, dated 6th September 1911.

In the current year's budget, an additional provision of one lakh was made under the head 22-L EDUCATION—MISCELLANEOUS—"Contribution to Local Boards" for subsidizing local boards to enable them to open new elementary schools in villages with a population of more than 500 inhabitants which had no schools; and in G.O., No. 68, Educational, dated 4th February 1911, the Director of Public Instruction was requested to take early steps to distribute the amount among the several district boards with reference to the number of schools to be started in each district. The Director of Public Instruction now submits proposals for the distribution of the amount.

2. The Director proposes to open 654 boys' schools and 60 girls' schools from 1st October next. The number of schools to be opened in the different districts and the amount of subsidy proposed to be paid to each district board for opening the schools are given below :—

District.	Number of boys' schools.	Number of girls' schools.	Total number of schools.	Amount of subsidy.
Ganjām	15	1	16	Rs. 2,900
Virāgapatnam	25	5	30	4,100
Gōdāvari	18	4	22	2,950
Kistna	85	8	94	11,700
Guntūr	50	..	50	5,800
Nellore	29	1	30	3,700
Bellary	25	3	28	3,500
Anantapur	89	5	94	10,950
Caddapah	20	5	25	3,050
Karnool	16	4	20	2,850
Chingleput	33	..	33	4,900
North Arcot	20	..	20	2,500
Chittoor	19	4	23	3,250
South Arcot	53	4	57	7,450
Tanjore	30	2	32	3,900
Trichinopoly	21	1	22	2,900
Madura	8	3	11	1,825
Edimūd	22	3	25	3,325
Tinnevely	17	2	19	2,400
Coimbatore	13	..	13	1,800
Salem	9	..	9	1,400
Malabar	2	..	2	200
The Nilgiris	34	5	39	5,550
South Canara	..	..	..	..
Total	654	60	714	92,000

3. From the above statement, it will be seen that the Director proposes to pay no subsidies to the District Board of Chingleput. This is owing to the fact that the President of the Chingleput District Board has declined to open any new schools

unless he is given a clear understanding

Yes: it is reasonably safe to give the assurance, at least in a qualified form. It is true that Chingleput cannot afford to spend more on education from its own funds.

L. DAVIDSON—30-9-11.

Yes.

M. H[AMMICK]—4-10-11.

4. Including the sum of Rs. 3,000 paid to the several district boards amount

510,578
6542,115(3-2
1,962
1,430
1,308

the balance of Rs. 5,000 may not be distributed

Yes.

L. DAVIDSON—30-9-11.

Yes.

M. H[AMMICK]—4-10-11.

5. The Director apprehends that it will not be possible to open all the schools proposed and considers that only about two-thirds of the proposed number could be actually opened within the year. In that case, he suggests that the district boards should refund the amount not actually expended. Instead of asking the district boards to refund the amount not actually expended, they may be asked to provide

Yes.

L. DAVIDSON—30-9-11.

?

I don't think this necessary.

L. DAVIDSON—30-9-11.

Let them have the money on condition that they spend it next year on new schools.

M. H[AMMICK]—4-10-11.

6. In paragraph 6 of his letter, the Director of Public Instruction suggests that the subsidies should be sanctioned on the understanding—

(1) that they are granted for the purpose of opening new schools in important villages where there are no schools;

(2) that they should not be devoted to the conversion of aided schools into board schools or to the starting of schools in villages where aided schools already exist; and

(3) that the number of teachers to be employed at the opening of a school should not exceed two in any case.

This suggestion may be accepted.

7. If 714 schools are opened during the current year as proposed by the

Average monthly expenditure—

(1) For boys' schools (statement A). 9,361½

(2) For girls' schools (statement B). 1,920

11,281½

For twelve months (11,281½ × 12 =) 1,35,379.

undertaken to provide during the next two years.

T.K.—10-9-11.

that the cost of maintenance of the schools will be met in perpetuity from Provincial funds. The Director of Public Instruction suggests that the President may be asked to re-consider his decision and allowed Rs. 3,000 to open new schools.

This may perhaps be done. No new schools are to be opened under the Koraput District Board.

to Rs. 95,000, leaving a balance of Rupees 5,000 out of the provision of one lakh in the budget. The amount allowed for contingencies in girls' schools is Rs. 10 per mensem, but the average amount provided for each boys' schools (Rs. 3½) is very small, and it is for consideration whether to increase the amount allowed for contingencies in boys' schools wherever necessary.

them in their next year's budget for expenditure during 1912-1913 and such amounts may be deducted from the Provincial subsidies to be paid for the maintenance of the schools during 1912-1913.

The file may be sent to the Local and Municipal and Financial Departments u.o. before circulation.

K. RANGASWAMI AITANGAR—10-9-11.

L. DAVIDSON—12-9-11.

To the Financial Department.

FINANCIAL DEPARTMENT.

Perused and returned with thanks.

C. REILLY—13-9-11.

I think we may say at once that the grant of Rs. 1,60,000 sanctioned for two years will be made permanent. We shall, I hope, be able to increase the amount, but that must be left over for decision until we know what is going to be done about Mr. Gokhale's Bill. Will Educational please send to the Honourable Member?

H. A. STUART.

H. A. STUART—14-9-11.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

The file may, it is submitted, be submitted to the Honourable Member.

K. RANGASWAMI AITANGAR—29-9-11.

Yes.

L. DAVIDSON—30-9-11.

Sanction the proposals of the Director of Public Instruction and let Chingleput have the grant. We may say that, as far as we can now judge, it is probable that the grant will be continued. We cannot make a definite promise, but we can say that we hope that Government will be able to continue the grant permanently.

2. The orders should issue very soon.

M. H[AMMICK]—4-10-11.

A draft is submitted for approval.

T.K.—6-10-11.

K. RANGASWAMI AITANGAR—7-10-11.

L. DAVIDSON—8-10-11.

[G.O., No. 708, Educational, dated 9th October 1911.]

G.O.No. 68 Edl., dated 4--2-1911. — *Paul Abbott*

C.No.2194, from the D.P.I., No.824, dated 6--9-1911.

— 2227

— 7-9-11

ORDER: no 708 dated 9th Oct. 1911
P.S.As one means ^{of} ~~promoting~~ ^{the expansion of} ~~the expansion of~~
~~In order to~~ ^{to} ~~the expansion of~~

elementary education, the Government resolved to subsidize ^{local} ~~local~~ boards to enable them to open ^{the opening of} ~~new~~ elementary schools in villages containing more than 500 inhabitants in which there ^{are} ~~were~~ no schools and a sum of one lakh was provided for this purpose in the budget estimate for 1911-12 under the head 22 - I, EDUCATION - Miscellaneous - Contribution to Local Boards (Subsidies). In G.O.No.68, Edl., dated 2nd February 1911, it was stated that an extra grant not exceeding Rs.1,60,000 would be made for this purpose in the years 1912-13 and 1913-14 and the D.P.I. was requested to ^{submit} ~~take~~ early ^{proposals} ~~steps~~ for the distribution among the several district boards of the sum of one lakh provided in the current years budget.

2. The D.P.I. now ^{proposes specific} ~~submits~~ proposals for the distribution of the amount; and according to them the subsidies to be ^{the aggregate} ~~paid to the several~~ district boards amount to Rs.95,000/-, leaving a balance of Rs.5,000. The Government consider that this balance should be distributed among the

several

may be placed on E.T.

2. 2 1289

several district boards so as to increase the amounts allotted for contingencies in boys' schools which appear to be inadequate. The distribution, as thus revised, is approved and the ^{grants sanctioned} ~~subsidies to be paid~~ to the several district boards are shown in the annexure to these proceedings.

3. The payment of these subsidies is subject to the conditions

(1) that they are utilized ^{solely} for the purpose of opening new schools in important villages where there are no schools at present;

(2) that they should ^{shall} not be devoted to the conversion of aided schools into board schools or to the starting of schools in villages where aided schools already exist;

(3) that the number of teachers to be employed ^{or} at the opening of a school ^{shall} should not exceed two in any case; and

(4) that the amount not actually expended during the current year ^{shall} should be re-allotted ^{for the same purpose} in the budgets of the district boards concerned for expenditure during 1912-13, and ~~should be devoted to the purpose for which it is intended.~~

4. The Accountant-General is authorized to place the amounts shown in the last column of the annexure at the

Dep. 5 of the 4

the disposal of the local bodies concerned.

5. Presidents of district boards will be informed that the Government hope to be able to continue permanently the grant of 1.60 lakhs which they have undertaken to pay during the next two years and they will be requested to see that special efforts are made to ^{utilize} ~~exist~~ as far as possible during the current year the subsidies now sanctioned.

6. A grant of Rs. 3,000 ^{in view of the} ~~is~~ made to the Chingleput District Board and the President of that Board will be ^{the} ~~specially~~ requested to reconsider his ^{not to open any new schools} ~~decision and to take prompt measures~~ for utilizing ^{the} ~~this~~ amount in opening new schools.

T.H.
7-10-11
7-10-11

Ld
5/10/11

To the D.P.I.
" the Accountant-General.
" all P.D.B.s of Dt. Boards. (except Koraput).
" the Financial Department.
" the Local & Municipal Department.

ET

Depd 15-11-11
8p. copy depd 15-10-11

ORDINARY.

PRESS SLIP.

PREFERENCE.

Very
URGENT (a).

EDUCATIONAL
LEGISLATIVE DEPARTMENT.

Current No. 21244 dated 15.7.1901 1901.
G.O., No. 708, dated 2nd Feb 1901.

Number of MS. pages sent { Correspondence including order or orders
(b)
Notes. 19 pages

Subject Subsidy to Local Boards
In the budget a sum of Rs. 10 lakhs
distributed to the Local Boards
as to enable them to have
new elementary schools in villages where
there are no schools at present.

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 ...	<u>30</u>	<u>20</u>
Ooty Records ...	<u>14</u>	<u>9</u>
For filing with original ...	<u>1</u>	<u>1</u>
Total ...	<u>45</u>	<u>30</u>

FOR ISSUE.†

	Letter only. G.O.	Special issue copies of G.O.	Notes.
Signature copies.	<u>30</u>		
India Office.			
Govt. of India. Dept.			
Public Department.			
Judicial Department.			
Financial Department.	<u>5</u>		
Revenue Department.			
Public Works Department.			
Local and Municipal Department.	<u>5</u>		
Dept.			
Total ...			

Spare copies.

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.	<u>570</u>		
The.			
The.			
The.			
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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.

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

(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.

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* Copies distributed on (Press Clerk.)
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TO PRESS, ~~MADRAS~~
OOTY.

A

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B

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C

As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.

Type may be released after usual interval 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.

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Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	
Final copies supplied on.....	

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Supplied to Secretariat for Record.....			
" " " Issue.....			
For Volumes.....			
For E. T.....			
Total ...			

First copy sent to Press.

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Despatched in Print.

HEAD AGAIN G.O. No.
191

DATED

CURRENT No.

ENCLOSURE TO C. No.

ORDER OF GOVERNMENT.

LETTER OF GOVERNMENT.

STATEMENT WITH DITO.

PAVERS NOT FILLED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.

N.B.—

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