

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1912.

Enclosures

Spare copies

G.O. No. 880, 14th December 1911.

Office of the Director of Public Instruction.

Sanctioning proposition statement for the employment of an additional clerk on Rs. 50 per mensem in the —.

Government of Madras.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

Read—the following papers :—

I

G.O. No. 765, Educational, dated 2nd November 1911.

ABSTRACT.—Passing orders on the proposal of the Director of Public Instruction in regard to the periodical check to be exercised over the fee receipts in Government educational institutions.

II

Letter—from A. G. BOURNE, Esq., D.Sc., F.R.S., C.I.E., Director of Public Instruction, Madras.

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

Dated—the 9th November 1911.

No.—Ref. on Cor. 220/11.

With reference to G.O. No. 765, Educational, dated the 2nd instant, I have the honour to submit the enclosed proposition and re-appropriation statements for favour of early sanction.

ENCLOSURES.

STATEMENT OF PROPOSITION FOR REVISION OF ESTABLISHMENT.

Order sanctioning establishment Government Educational Department.	Nature of change.				Proposed scale.				Proposition.									
	Number.	Date.	Office to which the proposition refers.	Designation.	Present scale.			Proposed scale.			Permanent.	Increase per month.	Decrease per month.	Amount.				
					Number.	Designation.	Pay.		Number.	Designation.					Pay.			
							Minimum.	Increment.							Maximum.	Minimum.	Increment.	Maximum.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	1	Manager.	Rs. 150	Rs. 175	Rs. 168 12	1	Manager.	Rs. 150	Rs. 175	Rs. 168 12	..	..	..	..	..	..
			1	Head clerk.	..	..	..	1	Head clerk.	..	..	..	..	..	..	..	..	..
			1	Clerk	..	..	..	1	Clerk	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
			1	"	..	..	..	1	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	2	Clerks on Rs. 60 each.	..	..	..	2	Clerks on Rs. 60 each.	..	..	..	..	..	..	..	..	
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
			2	"	..	..	..	2	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	3	Typists on (Rs. 20-1-60)	..	..	..	3	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			3	Servants.	..	..	..	3	Servants.	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
			3	"	..	..	..	3	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	4	Typists on (Rs. 20-1-60)	..	..	..	4	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			4	Servants.	..	..	..	4	Servants.	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
			4	"	..	..	..	4	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	5	Typists on (Rs. 20-1-60)	..	..	..	5	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			5	Servants.	..	..	..	5	Servants.	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
			5	"	..	..	..	5	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	6	Typists on (Rs. 20-1-60)	..	..	..	6	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			6	Servants.	..	..	..	6	Servants.	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
			6	"	..	..	..	6	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	7	Typists on (Rs. 20-1-60)	..	..	..	7	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			7	Servants.	..	..	..	7	Servants.	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
			7	"	..	..	..	7	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	8	Typists on (Rs. 20-1-60)	..	..	..	8	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			8	Servants.	..	..	..	8	Servants.	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
			8	"	..	..	..	8	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	9	Typists on (Rs. 20-1-60)	..	..	..	9	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			9	Servants.	..	..	..	9	Servants.	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
			9	"	..	..	..	9	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	10	Typists on (Rs. 20-1-60)	..	..	..	10	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			10	Servants.	..	..	..	10	Servants.	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
			10	"	..	..	..	10	"	..	..	..	..	..	..	..	..	..
G.O. No. 216, Financial, and R. No. 418, Educational, 11th November 1910 and 14th December 1910, respectively.	Office of the Director of Public Instruction.	11th November 1910 and 14th December 1910, respectively.	11	Typists on (Rs. 20-1-60)	..	..	..	11	Typists on (Rs. 20-1-60)	..	..	..	..	..	..	..	..	
			11	Servants.	..	..	..	11	Servants.	..	..	..	..	..	..	..	..	..
			11	"	..	..	..	11	"	..	..	..	..	..	..	..	..	..
			11	"	..	..	..	11	"	..	..	..	..	..	..	..	..	..
			11	"	..	..	..	11	"	..	..	..	..	..	..	..	..	..
			11	"	..	..	..	11	"	..	..	..	..	..	..	..	..	..
			11	"	..	..	..	11	"	..	..	..	..	..	..	..	..	..
			11	"	..	..	..	11	"	..	..							

The appointment of an additional clerk on No. 765, Educational, dated 2nd November 1911. He has been approved in G.O.

(ii)

RE-APPROPRIATION statement to accompany all applications for sanction to expenditure not provided for in the budget, or for additional allotments.

Educational Department.

Major, minor, sub and detailed heads of budget.	Heads of estimate proposed to be increased.				Heads of estimate proposed to be reduced.			
	Amounts as in the sanctioned estimate.	Actual expenditure up to date.	Probable expenditure during remainder of the year.	Amount of additional allotment required.	Amounts as in the sanctioned estimate.	Actual expenditure up to date.	Probable expenditure during remainder of the year.	Amount available for re-appropriation.
1	2	3	4	5	6	7	8	9
22-A. Education— Direction establishment	Rs. 17,284	Rs. 17,459		Rs. 175	Rs. ..	Rs. ..	Rs. ..	Rs. ..
22-A. Education— Direction Salaries	..	..	..	..	Rs. 48,068	Rs. 41,358		* 6,700

* Includes Rs. 1,400 already proposed to be reappropriated.

III

Endorsement No. P.A. 3-13729, dated 21st November 1911.

Forwarded to the Secretary to Government, Educational Department.

2. The entries in the column "Present scale" have been compared with the audit registers of this office and are correct.

3. The proposed re-appropriation requires the sanction of Government in the Financial Department.

A. NEWMARCH,
Offg. Accountant-General.

Order—No. 880, Educational, dated 14th December 1911.

The proposition statement is sanctioned. This sanction has been registered as No. 177 of 1911-1912.

(True Extract.)

L. DAVIDSON,
Ay. Secretary to Government.

To the Director of Public Instruction,
" Financial department, with proposition and re-appropriation statements.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 880, EDUCATIONAL,
DATED 14TH DECEMBER 1911.

[SUBJECT.—*Employment of an additional clerk on Rs. 50 in the office of the Director of Public Instruction.*]

Previous papers :

G.O. No. 437, Financial, dated 31st August 1911.
" " 765, Educational, " 2nd November "
" " 817 " " 21st " "

From the Director of Public Instruction, dated 9th November 1911, No. 220/11.

The current may be transferred to the Financial Department for sanctioning the proposed re-appropriation.

2. The proposition statement need not be sanctioned. Please see paragraph 3 of the Financial Department note on page 6 of the notes with G.O. No. 765, Educational, dated 2nd November 1911.

T.K.—29-11-11.

R. SUNDARAM AIYAR—29-11-11.

M. S. MASCARENHAS—29-11-11.

To the Financial Department.

FINANCIAL DEPARTMENT.

With reference to paragraph 2 of Educational Department note above, it is submitted that this department only noted that it was not necessary to call for a proposition statement in the present case. Now that the Director of Public Instruction has forwarded a proposition statement unasked,* it is submitted that it seems desirable that the Educational Department should pass † orders on it, the re-appropriation statement being, however, forwarded to this department for disposal.

* Cf. G.O. No. 765, Educational, dated 2nd November 1911.

† [The Accountant-General who has verified the proposition statement would want to know what orders Government have passed on it.]

I don't think any instructions of this kind need be issued. A proposition statement is often most helpful in explaining clearly the financial effect of proposals made to Government.

C. REILLY.

need not have forwarded a proposition statement in the present case.

2. The case may be returned to Educational with the above remarks.

C.P.N.—1-12-11.

S.D.S.—1-12-11.

C. REILLY—2-12-11.

To the Educational Department.

Educational Dept.

Read the following papers:—

- I G.O. 765 Ede of 2-11-11
- II C.R. 2912 from the D.P.G.
- III Endg of the H.G. N. P. A. 3-1372

order N° 880 of 14.12.11.
PS

The proposition statement is sanctioned. This sanction has been registered as N° 147 of 1911-12.
PP
6.12.11.
Ks
6.12.11

Is, the D.P.G.
" Fine dept with props
& reappropriation
5 copies sent 10/2/12
Sd/- 15/12/11
P. & reprop 8th

EDUCATIONAL DEPARTMENT.

A draft order is submitted for approval.

2. It is not, however, clear from the preceding note of the Financial Department whether it is the intention that heads of departments should continue to submit proposition statements as they did prior to the issue of the resolution of the Government of India, Finance Department No. 4850-Ex., dated 12th August 1911, recorded in G.O. No. 437, Financial, dated 31st August 1911, or whether the practice may be discontinued. To pass orders on a proposition statement simply

because an officer has submitted one "unasked," as in the present case, and to let alone an officer who has no intention of submitting a proposition statement without calling for one, cannot secure a uniformity of procedure. If a proposition statement is required at all, its submission should be insisted on in all similar cases. Perhaps after the issue of the orders in the present case the Financial Department may be requested to make an authoritative statement in the matter, for future guidance.

Paragraph 3 of Financial note on page 6 of notes to G.O. No. 765, Educational, dated 2nd November 1911.

P.R.—6-12-11.

In a recent case, a remark added by this department that "a proposition statement is not necessary in this case" was accepted by Financial and the proposition statement was not formally sanctioned—please see G.O. No. 817, Educational, dated 21st November 1911. An uniform procedure is desirable.

R. SUNDARAM AIYAR—6-12-11.

The order may issue. I am not so set on uniformity as the office. If proposition statements come unasked, let them, but if their submission is not prescribed on no account call for them.

L. DAVIDSON—13-12-11.

[G.O. No. 880, Educational, dated 14th December 1911.]

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT

EDUCATIONAL DEPARTMENT.
~~PROCESSED~~



Current No., dated 190
G.O., No. 880, dated 14-12-1911

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

Voucher. Office of the D.P.R. Langdon
Director of Public Instruction
Employment of an additional
clerk at Rs. 50 per month in the

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

For Record.*				
Madras Records	...	...	30	15
Ooty Records	...	...	...	...
For filing with original	...	...	...	...
Total			34	9

For Issue.†

	Letter only.	Complete G.O.	Special issue copies (b) of G.O.		Notes.
			No.	Papers.	
Signature copies.....					
India Office.....					
Govt. of India.....Dept.					
Public Department.....					
Judicial Department.....					
Financial Department.....					
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
.....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.....					
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.
- (c) For rules regarding printing of notes, see the rules in G.O., No. 1220, Public, dated 30th November 1900.
- (d) The number of copies and the details of distribution should be filled in by the Superintendent or reference concerned.
- (e) 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.
- (f) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

- (a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Deputy Registrar with a remark to that effect.
- (b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Deputy Registrar any instance of incomplete or careless editing.
- (c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.
- (d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.
- (e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, but only the first time when they appear on the left side, the initials alone being printed later.

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

A
Please send proof in triplicate. The papers have been carefully edited.

B
Proof returned corrected. Please strike off and send number of copies as indicated.

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.

.....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.....	18.12.11. <i>ET</i>
First proof furnished on.....	27-12-11. <i>ET</i>
Call for revised proof received on.....	
Revised proof furnished on.....	
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