

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Regd.

} 1912.

Enclosures

Spare copies

G.O. No. 61, 25th January 1912.

Inspector of European and Training Schools.

Sanctioning an additional clerk on Rs. 20 and a peon on Rs. 8 for the office of the —.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

G.O. Nos. 778-79, Educational, dated 9th November 1911.

ABSTRACT.—Requesting the sanction of the Government of India to vary one of the appointments of the Provincial Educational Service into that of an Assistant Inspector of European and Training Schools.

II

G.O. No. 4, Educational, dated 4th January 1912.

ABSTRACT.—Informing the Director of Public Instruction that the Government of India have sanctioned the conversion of the post of headmaster of the Breek's Memorial School, Otacamund, into that of Assistant Inspector of European and Training Schools.

Order—No. 61, Educational, dated 25th January 1912.

The Government accept the proposal of the Director of Public Instruction, contained in paragraph 3 of his letter No. 6940, dated 28th September 1911, that the office of the Inspector of European and Training Schools should be strengthened by the appointment of an additional clerk and a peon, but consider that it will be sufficient to fix the pay of the clerk at Rs. 20 and that of the peon at Rs. 8. This additional establishment is accordingly sanctioned, the sanction being registered as No. 233 of 1911-12.

2. The re-appropriation statement promised by the Director of Public Instruction in paragraph 4 of his letter cited above should be submitted at an early date since no expenditure can be incurred in the current year until the necessary provision of funds has been made.

(True Extract.)

L. DAVIDSON,
Ag. Secretary to Government.

To the Director of Public Instruction.
,, Financial Department.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 61, EDUCATIONAL,
DATED 25TH JANUARY 1912.

[SUBJECT.—Establishment for the Inspector of European and Training Schools.]

Previous papers :

G.O. Nos. 778-79, Educational, dated 9th November 1911.
,, No. 4 ,, 4th January 1912.

In recommending the appointment of an assistant to the Inspector of European and Training Schools, the Director of Public Instruction proposed that the office of the Inspector should be strengthened by the appointment of an additional clerk on Rs. 25-1-30 and a peon on Rs. 9. Please see paragraph 3 of the Director of Public Instruction's letter No. 6940, dated 28th September 1911, on page 3 of G.O. No. 778, Educational, dated 9th November 1911. The appointment of an assistant to the Inspector of European and Training Schools has been sanctioned, but no orders have yet been passed on the proposal to appoint a clerk and a peon. Please see notes on page 3 of the notes with G.O. No. 778, Educational, dated 9th November 1911. It is for consideration whether the appointment of a clerk and a peon may now be sanctioned and, if so, what pay may be fixed for the appointments—Rs. 25-1-30 and Rs. 9 as proposed by the Director of Public Instruction or Rs. 20 and Rs. 8 as suggested by the Financial Department.

Sanction Rs. 20 and Rs. 8.
M. H. AMMICK—12-1-12.

T.K.—6-1-12.

R. SUNDARAM AIYAR—6-1-12.

The lower scale should suffice, I think, but Honourable Member must decide.

L. DAVIDSON—8-1-12.

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

T.K.—16-1-12.

R. SUNDARAM AIYAR—17-1-12.

Yes.

L. DAVIDSON—18-1-12.

To the Financial Department.

FINANCIAL DEPARTMENT.

The proposal to strengthen the office of the Inspector of European and Training Schools by the addition of a clerk on Rs. 20 and a peon on Rs. 8 has already been accepted in Financial—(vide paragraph 3 of Financial Department note, dated 20th October 1911, on page 3 of notes to G.O. Nos. 778-779, Educational, dated 9th November 1911).

2. In respect of the extra charge in the current year, it is proposed to ask the Director of Public Instruction to submit the reappropriation statement promised by him before any expenditure is incurred. As regards next year, there is a lump provision of Rs. 5,800 in the budget estimates of 1912-13 for the office of the Inspector of European and Training Schools from which the charge will be met.

3. The draft may, it is submitted, be accepted in this Department, the sanction being registered as No. 233 of 1911-12.

T.C.N.—20-1-12.

S.D.S.—20-1-12.

C. REILLY—22-1-12.

To the Educational Department.

[G.O. No. 61, Educational, dated 25th January 1912.]

Educational Department.

Again G.O. No. 778/9 Edl., dated 9-11-11

4 Edl., dated 4-1-1912.

abstract attached.

3P

Order:-
Press.

No. 61825. 1.12

The Government accept the proposal of the D.P.I., contained in para 3 of his letter No. 6940 dated 28th Septr. 1911, that the office of the Inspector of European and Training Schools - - should be strengthened by the appointment of an additional clerk and a peon but consider that it will be sufficient to fix the pay of the clerk at Rs. 20 and that of the peon at Rs. 8. The additional establishment is accordingly sanctioned, the sanction being registered as No. 233 of 1911-12.

2. The reappropriation statement promised by the D.P.I. in para 4 of his letter ^{acted above} should be submitted at an early date ^{since} ~~and~~ no expenditure ^{can} ~~shall~~ be incurred ^{in the current year} until the necessary provision of funds has been made.

7.7.
17-1-12 Rs
17-1-12.

18.1.12

G.O. no. 778 Edl. C
9-11-11
not for E.T.

Best 7/4
24-1-12

Scanned
2/3/12

To the D.P.I.
,, Financial Deptt.

Current No....., dated.....190
G.O., No. 61, dated 25-1-1902

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

Docket... Inspector of European and
Training School
Sanctioning an application
for the office of the

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

FOR RECORD.*				Complete Correspondence and orders.	Notes
Madras Records	...	...	...	30	75
Ooty Records	...	...	...	2	3
For filing with original	...	...	...	1	1
Total				34	19

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.....		5			
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
.....Dept.					
Total					
Spare copies.	The Director of Public Instruction.....	5			
	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.....				
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.
- (b¹) For rules regarding printing of notes, see the rules in G.O., No. 1220, Public, dated 30th November 1900.
- (c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.
- (d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.
- (e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

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

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

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
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Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	26/2/22
Final copies supplied on.....	2/3/22

Account of copies.	Complete copies.	Notes.	Issue copies.
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" " " Issue.....			
For Volumes....			
For E. T.....			
Total ...			